



Kensington Park Master Association, Inc.

## **Minutes of the Board of Directors Meeting Held on December 21, 2005**

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A meeting of the Kensington Park Master Association Board of Directors was held on December 21, 2005, Kensington Golf & Country Club, 2700 Pine Ridge Road, Naples, Florida.

### **Attendees**

Present at the meeting were Jackie Boyer, Mike Finger, Norm Harris, Bob Marino, Bill McKinney, Rae Wakelin and Carolyn Oppie, KPMA Administrator. Absent were Ron Hinding and Fred Wakelin.

Residents present: Bill Szustak, Bob Mason and Linda Rama.

### **Call To Order**

A quorum being present the meeting was called to order at 5:00 pm.

### **Proof of Notice**

Carolyn Oppie provided proof of notice, by posting on December 18, 2005, in accordance with Florida Statute and the by-laws of the Association.

### **Approval of Minutes**

A motion was made by to approve the minutes of the November 16<sup>th</sup> Board meeting as written. The motion was seconded and passed by unanimous vote.

### **Management Report**

Carolyn Oppie gave a brief update on the following:

- The KPMA website is in its final stages and I just need to get a site plan copied and uploaded to the site and it will be complete. Should be done by the end of the month.
- The clean up from Wilma is almost complete. The only items remaining are the street lights, fence along Pine Ridge and the street signs. The street light parts have been ordered and should be here by the middle of January. The street signs have been ordered and should be here and installed by middle of January. The fence along Pine Ridge should be complete by the middle of January.
- The monuments have been repaired and painted.
- The front gate has been welded and painted due to Wilma damage.

### **Presentation**

- Dale Slabaugh, Landscape Architect made a presentation to the Board of the conceptual plans for Pine Ridge entrance and along the Pine Ridge wall inside and outside. The plans were very concise, but somewhat hard to visualize and a request was made by Bob Marino to have a separate meeting with a walkthrough of the enhancement area to show the Board exactly what would be removed/re-located and what would be added, to include pictures of the new additions. The decision was made to have Bill McKinney coordinate with Dale to have Bob Marino, Rae Wakelin and Norm Harris attend this walk through with Dale Slabaugh.
- A discussion arose round the suggestion that the Board present a special resident meeting to discuss the conceptual plans for enhancements to Kensington and also to present the residents with the information and understanding around the mandatory club membership that they would be voting on at the Annual Meeting. The decision was made to have this meeting within the next 30 to 45 days.

### **Treasurer's Report**

- Bob Marino reported that the expenses through November are a little over a million dollars. Along with these expenses we have had to incur hurricane charges that are currently at \$50,000.

We still have a positive variance of under budget in the amount of \$24,000. The insurance company came through with a check in the amount of \$1828.42 because our insurance deductibles were not met in every case and limited capital losses occurred. Carolyn Oppie has been in contact with our insurance agent to determine if our insurance company has a rider to our policy to cover tree loss/damage. As of the Board meeting, our agent has not confirmed this with our insurance company.

### **Officer & Committee Reports**

- Landscape – Bill McKinney for the absent Ron Hinding
  - The discussion arose around the new contract for Landscape Florida and explaining that the new contract was written by KPMA with the specifics that KPMA wanted to see in the future. Although Landscape Florida was the lowest bid, it is by no means the lowest in quality and along with the monthly ride through, the work being completed by Landscape Florida has improved dramatically. A motion was made by Bill McKinney to accept Landscape Florida new contract at \$12,330.89 per month for a total of \$147,970.68 per year, seconded by Mike Finger and passed by a unanimous vote.
- Access & Patrol – Norm Harris
  - Norm Harris discussed the fact that we have been without a head person for Access & Patrol for 3 months now and a sub committee was instructed to come up with a new plan of standard operating procedures for all staff positions as well as a training manual for new hires. The sub committee recommended to the Committee that the structure of the A&P department have a supervisor to report to the KPMA Administrator which was approved by the Committee. The recommendation was to have a supervisor with the skill sets specifically for an Access & Patrol position. A motion was made by Norm Harris to have the Board approve the Access & Patrol's committee to hire a supervisor that reports to the KPMA Administrator which was seconded by Jackie Boyer, at the same time the structure would be reviewed in 120 days to determine if the organizational structure was sound and working properly to the Board's satisfaction was seconded by Mike Finger and passed by a unanimous vote.
- ARB – Bill McKinney
  - The new ARB Design Review Manual has been completed with different sections along with exhibits and drawings. The Manual will be mailed to all Presidents, be introduced into the Newsletter as well as being on the new KPMA website. Carolyn Oppie will have specific sections available to anyone in need of just specific areas of need. Bob Marino suggested that interested Board members have a separate meeting to discuss the wording of each section to determine if it is correct or if it needs to be re-phrased. A decision was made to have Bob Marino, Rae Wakelin and Norm Harris get together along with Bill McKinney to review the Manual prior to distribution.
  - There have been 40 requests with 3 of them being denied. 12 complaints, not including the 84 roofs that needed to be cleaned. The ARB will be sending out a letter to make sure that all pool cages be cleaned up within a 30 day period as they are extremely unsightly. There also needs to be a determination from the Covenants and/or the PUD on the houses that abut the golf course the need to have a pool cage or not. Bob Marino recalled that he read the Knightsbridge Covenants and he thought that if you abut the golf course you must have a pool cage around your pool. More investigation is needed to resolve this issue. There will also be information in this letter that if your pool cage was destroyed that you must install a temporary fence until your new cage can be constructed. The only stipulation to this temporary fence is not to allow any orange plastic type of temporary fencing material. A request was made to the ARB to have a list of approved temporary fence structures to be available to all residents.
- Infrastructure – Fred Wakelin (absent)
  - Bob Marino discussed the lake management issues with respect to the spraying of the spider docs that most residents feel is not being done. A request of Corey to get the information to the Board with more specific information on what was mandatory to keep in the lakes and what is available to eliminate should be received by 12/25. A decision was made to have the lake management company be more responsible for letting the Board know what they do on a monthly basis that explains what lakes they visited and what exactly they do for their monthly maintenance fees.

### **Unfinished Business**

- There was a meeting with the owner of Landscape Florida, Dick Evans to discuss his 2-3 year plan to improve his property south of Eatonwood Lane to put in a 30 square foot building. At this meeting a request was made to have more vegetation to block the building from the Kensington side of view.
- The Board at the last meeting approved the request to take the mandatory club membership to the residents for a vote and the decision was made to have a special resident meeting to explain what they would be voting for at the Annual Meeting.
- The Annual Meeting is coming up in March and the need arises to promote people to run for the Board who have an interest in what happens with KPMA as a whole. The newsletter will also put information to address this issue to help the residents understand that new people need to run for the Board.

### **Resident Comments**

- Bill Szustak asked about the term limits of the Board members to which a decision was made to determine exactly what the By-Laws state on term limits and how long each Director can serve, how many minimum Directors as well as how many total Directors there can be on the Board.

### **Adjournment**

With no further business to discuss, a Motion to adjourn was made at 6:53pm. The motion was seconded and passed by unanimous vote. The next scheduled Board meeting will take place on Wednesday January 18<sup>th</sup> at 3:00 pm with a decision to have every 4<sup>th</sup> meeting at 5:00 pm.

For the Board of Directors

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Carolyn S. Oppie, Administrator  
Kensington Park Master Association

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Bob Marino, President