

**KENLAND COURT HOMEOWNERS ASSOCIATION**

C/O L&C ROYAL MANAGEMENT

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**BOARD OF DIRECTORS MEETING**

Via Zoom Video Conference

Tuesday, October 13, 2020

7:00 pm

Board Members Present: Thomas Oatmeyer, Carolyn Hunter, Rosa Duarte & Manuel Acosta.

Management Company Present: Jose Luis Lopez, Albert Figueroa & Nayma Cardona (LCAM).

Other Members Present:

- Meeting called to order at 7:05 PM by Thomas Oatmeyer
- Agenda approved unanimously
- Motion to Approve Minutes from September 8, 2020 with stipulation to attach CNC proposal for \$2,975. approved unanimously

- **Financial Update Report:**

Treasurer presented update, L & C Management (Jose Luis Lopez) presented “Near End of Year” review reflecting 9 months into 2020, Proposed Budget (presented November 2019), Association is within \$67.90 of projected. Monthly Assessment Collections doing very well. Presented Summary of Accounts Receivable. Outstanding effort and partnership by all during this most difficult year.

- **Management Report:**

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(Attach with Minutes)

Projects in Work: 17 Gallons Paint required for cleaning nearly 100 walls.

Tree Trimming Bids (4): Treasurer motioned to accept Number One Green Garden Corp \$1325.00 Proposal. Start work immediately beginning with 9456 SW 124<sup>th</sup> Court and area, moving to 12341 SW 94<sup>th</sup> Terrace completing project by COB October 23, 2020. Manager and Treasurer will perform final inspection. Director Seconded. APPROVED

Treasurer presented more definitive Scope of Work:

3 Royal Poinciana trimming - trim 15' from house, clean inside

Oak – remove from roof, light trim/thinning

Umbrella – complete removal from Weeping Willow

Dead tree – complete removal to include stump (6” deep)

Haul away

Manager discussed with contractor; accepted

President emphasized Board Members are to contact BZ Booting directly when reporting parking violations as written in Agreement and KCHOA Addendums. Manager is not point of contact.

**Architectural Report:**

Cease and Desist Fence Repair on SW 94<sup>th</sup> Terrace, visible from SW 93<sup>rd</sup> Terrace, for failure to provide proper documentation requested from 2 Board Members and Architectural Review Committee Member. Follow-up with COMCAST/XFINITY written correspondence as to why repair not complete and orange cable not removed after 2 weeks.

## Homeowners Speak:

Acct# 12012705 – Member expressed concern with trees front/side/back not being trimmed; concern with lack of fumigation throughout community, concerned with residents not picking up pet waste.

12432 SW 94<sup>th</sup> Ln – Architectural Review Committee Member expressed concern with low tree posing injury concern over walkway (safety issue). First reported March 8, 2020. KCHOA will remove tree within 30 business days (November 24, 2020).

12524 SW 94<sup>th</sup> Ln – Architectural Review Committee Member expressed concern with tree roots destroying fence sections. First reported March 8, 2020. KCHOA trim roots/repair fence sections within 45 business days (December 17, 2020).

Acct# 12011902– Member representative requested to “Remove from the table” (Reference September 8, 2020 Minutes) and proceed with Option 2; Root pruning, side trim tree. Member will remove, repair, replace pavers as necessary and sign “Release of Liability.” Association (CNC) will prune, clean-up roots and side trim tree. Manager will prepare Release of Liability letter for member’s signature. Manager is point of contact with member and member will give 5 days notice for Association to proceed following paver removal.

Acct# 12011301 – Member expressed concern multiple times with CNC Landscape quality of work (Cut hedge, chunks of grass/dirt; blowing leaves back on lawn rather than street and bag, trimmed tree leaving stump). Member cleans property following cuts. Member will maintain hedge. Due to multiple complaints from other members, Board requests ZOOM Meeting with CNC Management Supervisors. Manager, Treasurer and President will participate in meeting. Jose Luis Lopez stated CNC Landscape receives \$6,700.00/year more than previous landscape contracts. Board expressed concern dollar value is not reflected in work performed.

## • Old Business

- Violations/Non-compliance Status: Manager  
Reference Management Report
- Kenland Court Website Update/Upgrade/Documents Status: Manager  
Updated, user friendly, please maintain. COMPLETED
- Pools/Clubhouses Opening IAW CDC Guidelines (Swimming Pools): Manager  
Secretary motioned pools remain closed until further notice due to increasing positive COVID-19 statistics in Miami-Dade County, Broward County, State of Florida and Nation. KCHOA is unable to hire additional personnel for supervising pools and maintain CDC requirements. Director Seconded. APPROVED
- Status Community Walls Cleaning Contract: Manager: 60+ Walls Identified, Completion October 9, 2020: Lesson learned: When describing scope of work in community, identify starting with main thoroughfares, public access, most visible to public, working into community. Close to 100 walls identified, 17 gallons paint purchased. Followed Sherwin Williams protocol as recommended. Did not meet completion date. President and Architectural Review Committee Member will view scope of work compliance when complete.
- Director’s Home Appreciation October Selection: 12360 SW 94<sup>th</sup> Lane  
APPROVED. Manager reminded to obtain member approval to post.
- Present 2021 Budget For Review/Discussion: L & C Management  
Consider: Assessment Collections, 3 Major Projects, Line Item for new hires. Mail Budget 14 Days Prior to November 10, 2020 Meeting.  
Director motioned to accept proposed budget as prepared by L & C Management using Bureau of Labor Statistics, Consumer Price Index factors of 1.7 as identified on October 13, 2020. Monthly Assessments will increase \$1.90 to \$113.90. Proposed budget will be presented to KCHOA in letter October 21, 2020, for November 10, 2020 Secretary Seconded. APPROVED  
NOTE: Extensive discussion on adding line item of \$6,000.00 for Fumigation. Board agreed this was not financially feasible. Keeping with fiduciary responsibility of elected Board Members, line item was not brought forward as motion.

- Plan Annual Meeting (December 12, 2020, 10:00am/2<sup>nd</sup> Saturday): Manager  
President motioned Annual Membership Meeting December 12, 2020, 10:00am, 2<sup>nd</sup>  
Saturday, be scheduled in Clubhouse 2, pending CDC or Miami-Dade County Emergency  
Orders preclude using facility. Director Seconded. APPROVED
- **New Business:**
  - Frequency Cleaning Roofs: Motion to establish frequency of cleaning roofs is tabled until 7  
roofs currently in non-compliance from January 2019 are cleaned (Right of Entry).
  - Proposed KCHOA “Meet The Candidates” Town Hall Meeting  
Tuesday, December 8, 2020, 7:30pm, Clubhouse 2: President motioned “Meet The Candidates”  
Town Hall Meeting, Tuesday, December 8, 2020, 7:00pm, Clubhouse 2. Secretary Seconded.  
APPROVED
  - Establish Annual Meeting Letter of Information Mailing Date (Candidate Nomination Form,  
Limited Proxy Forms, Certificate of Appointment of Voting Representative). Annual  
Membership Meeting Letter of Information (Candidate Nomination Form, Limited Proxy Forms,  
Certificate of Appointment of Voting Representative) is to be sent NLT October 30, 2020.  
Include: “Meet the Candidates” Town Hall Meeting information and Limited Proxy Form will  
have President’s name as Proxy.
- **Other**
- **Next Meeting November 10, 2020**
- **Adjourn 10:17pm**