

KENLAND COURT HOMEOWNERS ASSOCIATION

C/O L&C ROYAL MANAGEMENT

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BOARD OF DIRECTORS MEETING

Via Zoom Video Conference

Tuesday, September 8, 2020

7:00 pm

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

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

Other Members Present:

- Meeting called to order at 7:00 PM by Thomas Oatmeyer
- Agenda approved unanimously
- Motion to Approve Minutes from August 11, 2020 as written approved unanimously

- **Financial Update Report:**

- Seven (7) members in arrears.
- Jose Luis explained Fidelity Bond - FS 720:3033 (5). KCHOA Bonded
- Treasurer requested FPL increase explanation. Rate increase
- Manager placing FPL on Auto-Pay to avoid possible fees.

- **Management Report:**

(Attach with Minutes)

Also, Reference August 11, 2020 Minutes for COMPLETION Status of Items

- Referenced Document is to be used as "TRACKING TOOL until further notice.
- Discussed in "Old Business." Should be Management Report:
CNC Management Group, Inc Estimate of \$2,975.00 as identified in Scope of Work
Communicating project to neighboring residents is a must.
Treasurer motioned to approve CNC Estimate. Vice President Seconded. APPROVED

Architectural Report:

- Two (2) "Packages" presented, missing documents
- Board must strive to improve processing modification requests in timely, professional manner.
Review August 11, 2020 Agenda Notes, item 7. Process.
- Account 12012202 Roof replacement: APPROVED
- Nidia Villalba Ferreira requested to be removed from Architectural Review Board due to commitments outside Miami area.
President motioned to approve Maria White to the Architectural Review Board. Treasurer Seconded. APPROVED

Homeowners Speak:

- 12011902 Tree roots lifting rear pavers. Member presented 2 options:

Option 1: Remove tree. Member pay for tree removal, haul away, paver repair and tree replacement. Association pay Permits.

Option 2: Root pruning, side trim tree. Member repair, replace pavers as necessary and sign "Release of Liability."

Motion made to table tree trim/prune/removal options until member defines "Scope of Work" and obtains total cost. Association responsible to obtain permit costs. Motion tabled until further notice, per member request. Member will initiate "To take from the table" when information obtained. MEMBER APPROVED

- Member expressed concerns with CNC Landscape. Several community members have expressed concerns with poor quality cuts and hedging.

Manager unable to communicate with CNC Landscape foreman or owner following multiple attempts. Director motioned to send formal "Letter of Complaint" to CNC Landscape" identifying concerns, including supporting documents. Manager will prepare and format correspondence, copy Board Members. Treasurer Seconded. APPROVED

- **Old Business**

- Violations/Non-compliance Status: Manager

Present "Grandfather Clause" Guidelines

Review Architectural Modification Request Forms

- **Board acknowledged receiving referenced documents.**

USE COMMON SENSE.

Forty-three (43) violations corrected.

Kenlands 2 Violation List Corrections still in work. Manager will provide update.

Additional violations noted. Manager responsible to log, track and inform Board of action at monthly meetings. ON-GOING

- Status Remove, Repair/Replace 3 Damaged Curbs And Final Cost: Manager

- Scope of Work: Remove Curbing & Roots, Haul Away, Replace, Repair, Paint(COMPLETION: 8/21/2020)COMPLETED

- Status Message Board Kenlands 1: Manager(COMPLETION 8/21/2020)

COMPLETED

- Kenland Court Website Update/Upgrade/Documents Status: Manager

Post Current Rules and Regulations, Update Clubhouse 2 Reservation Application, Update

August Home of the Month, Update Pictures of Community

Place Documents in Folders PROCESS IN WORK **New improved pictures, modify folders, maintain current documents and postings.**

- Pools/Clubhouses Opening IAW CDC Guidelines (Swimming Pools): Manager

- **Much Discussion referencing Amendment 1 to Emergency Order 23-20 (Attach with Minutes).**

Factors: Cost of individual(s) to oversee, ensure daily pool safety and train.

Enforcement. If reopening pools not properly staffed, city could issue citation to close pool for non-compliance.

Treasurer motioned to keep pool closed until October Board Meeting (October 13, 2020) monitoring COVID-19 data, county guidance coupled with CDC direction for re-evaluation. Director Seconded. APPROVED

- Status Community Walls Cleaning: Manager

60 Additional Walls Identified

Scope of Work: Clean, Repair, Paint as Necessary, Other Walls as Deemed Necessary, Complete: October 5, 2020; Obtain 3 Bids.

Treasurer, Director and Manager will accept appropriate bid; Contract Work.

- **Approximately 20 additional walls identified while doing walk-through and will be included.**

Director motioned to approve Valentin Gonzalez Proposal of \$1500.00 (Attach with Minutes) for scope of work identified by Association. Association will supply

cleaning materials and paint as specified on website by Sherwin Williams. Expected completion, October 9, 2020. Treasurer Seconded. APPROVED

- **BZ BOOTING Addendum: Manager**
 - **Much discussion.**
Association will continue using BZ Booting in accordance with Immobilization Booting Agreement as Supplemented by KCHOA Addendums.
- **Director's Home Appreciation September Selection: Post aerial photo of pool on Message Boards, Clubhouses and website.**
- **New Business:**
 - **Plan to Present 2021 Budget, November 10, 2020 Board Meeting: Manager**
 - **Jose Luis will propose 2021 Budget for discussion at October Meeting. Major projects, possible line item for pool hires, and assessment collections must be considered. Intent is to have proposed budget in draft form by October 12, 2020 prior to October Meeting. This will provide capability for members to receive proposed budget 14 days prior to November 10, 2020 Board meeting in accordance with KCHOA By-Laws, item 6, Fiscal Management (b).**
 - **Treasurer requested additional Insurance bids for comparisons.**
 - **President Emailed document "Community Association Institute Tell the US Congress Support Community Associations in the next Economic Stimulus Package."**
HOA's are not eligible for Small Business Loans. This is opportunity to provide "voice" to place funds in stimulus package.
 - **Plan Annual Meeting (December 12, 2020, 10:00am/2nd Saturday): Manager**
 - **Note 2nd Saturday of December.**
 - **Every effort will be made to hold Annual Meeting in Clubhouse 2.**
- **Other**
- **Next Meeting October 13, 2020**
- **Adjourn 9:17pm**