

**KINGSTON PLANTATION MASTER ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

**SATURDAY, FEBRUARY 15, 2025  
LANDS END - BRIGHTON**

**MEETING MINUTES**

**KPMA Officers:** President, Sherry Love  
Vice President, Fred Fellows  
Treasurer, John Taylor  
Secretary, Seth Smith

**Delegates and Alternates:**

<b>Sub-Association</b>	<b>Delegate</b>	<b>Alternate</b>
Brighton Tower	Mike Kelly	Dorothy Binder
Canterbury Court	Gary Strunga	Shannon Weidner (Absent)
Canterbury Court III	Jane Fellows	Larry Tucker (Absent)
Cumberland Terr	Jim Zumstein	Regina Jones
Declarant/Developer	Jan McCormick	Randy DeVaux
Declarant/Developer	Gavin Philipp(Absent)	Nicholas Farina (Absent)
Gloucester Terrace	George Hanna	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Lorrie Heiken	Gary Carney
Market Place	Michael LaVigna (Absent)	James Robinette
North Hampton	Patrick Weaver	Don Wagner (Absent)
Richmond Park	Todd Timmons	Mark Carson
St James Park	Mike Krause	Rich Conrady (Absent)
South Hampton	Tom Leonti	Chuck Campagna (Absent)
West Hyde Park	Ron Bicicchi	Vicky Davis (Absent)
Windermere by the Sea	Bill Kolibash	Stephen Fligel (Absent)

Managing Agent: LITUS\*: Doug Millar, Elaine Campbell, Helen Comeau and Theresa Harrington

**1. Call to Order**

KPMA President Sherry Love called the meeting to order at 9:00 AM

**2. Opening Comments**

President Love introduced Jan McCormick of EOS Hospitality as the new Developer Representative, replacing Tim Arnold.

**3. New KPMA Board Delegates and Alternate**

Mr. Love presented Lorrie Heiken as the new Delegate and Gary Carney as the new Alternate for Margate.

**4. Approval of KPMA Board of Directors Meeting Minutes**

A draft of the October 19, 2024 meeting minutes were reviewed by the Board.

**Upon a duly made motion, and second, the draft of the meeting minutes were unanimously approved.**

**5. Committee Reports**

**A. Audit Committee**

- a. Ms. Elaine Campbell reported on the financial position for the periods ending December 31, 2024 and January 31, 2025. Ms. Campbell reviewed the operating balance sheet, the operating income statement, the reserve balance sheet, and the reserve income statement, as attached herein.

Ms. Lorrie Heiken asked why the interest amount was so much higher than the Budget. Ms. Campbell explained the investment approach KPMA is now using to invest all KPMA funds.

Mr. Tom Leonti asked why there was a big variance between what the Reserve Study stated and actual. Mr. Love explained that the Reserve Study funds the complete replacement of structures (bridges, boardwalks, street lights, etc.) based on the typical useful life. In many cases, the structures don't need to be replaced and thus we don't replace them in the year called for in the Reserve Study. The timing of expenditures will be a key area of focus during the 2025 Reserve Study. The actual Reserve balance at December 31, 2024 will be incorporated into the new study.

- b. Administrative Fees

Joe Flesch inquired about a regime that was past due on their monthly payments. Mr. John Taylor mentioned the possibility of adding an administrative fee. Mr. Love explained that according to the CCR's, only a \$25 late fee can be imposed at this time. Mr. Taylor stated that the KPMA attorney will be contacted about adding an administrative fee. Such a fee must be approved by the KPMA Board.

**B. Security Committee**

- a. Mr. David Beatty presented a summary of the latest security statistics and various security issues.

- EV's continue to be a problem with owners running extension cords across the grass to charge their vehicles.
  - Amazon deliveries were coming onto the property at 4AM. They are now being turned away and told to come back during regular entry hours.
  - Mr. Beatty reported on a number of fire alarms that security always responds to. The Fire Watch procedure was discussed. Each sub-association is responsible for providing the required Fire Watch personnel. If requested, KPMA is willing to contact the fire department to see if off-duty firemen are available at the sub-associations expense.
  - Tractor trailers continue to be an issue when entering via the main gate. The trucks cannot make the required turns creating traffic problems. Mr. Beatty stressed the importance of all large delivery trucks using the back gate. He requested that Margate and other Regimes contact the trucking companies, instructing them to use the back gate. Regimes are encouraged to inform LITUS To Let when any large deliveries are expected.
- b. Mr. Beatty introduced Mrs. Tammy Ryan, Chair of the Lighting Ad-hoc Committee, to present an update on the Lighting Project.

Santee Cooper is in the process of boring along Queensway Blvd. This work is expected to be completed by the first of May. KPMA installed a temporary pole light on Queensway, near the tennis courts, until new Santee Cooper lights are installed.

#### C. **Architectural Standards Committee**

- a. Ms. Jane Fellows stated that no new applications were submitted to the committee.

### 6. **President's Report**

President Love gave an update on the proposed Landscaping Project. The Project will improve entrances into the Regimes and medians throughout. The Boards and Delegates will be invited to see and discuss the plans. The Landscape Project will be presented to the KPMA Board for approval in May. The cost of the Project would be paid using the Spectrum money.

### 7. **Manager's Report**

- a. Mr. Millar stated that preparations have begun for the 2025 Biker Rallies.
- b. The price of the 2025 golf cart stickers will increase from \$200 to \$250 on May 2, 2025.
- c. A Reserve Study is being done this year.

- d. Starwood helped tremendously during the snow storm.
- e. Mr. Millar is currently receiving quotes for repairing and/or replacing concrete sidewalks. Those quotes, along with a recommendation will go to the Audit Committees for review and approval.
- f. Mr. Tom Leonti commented on how well the sand fencing has helped to build up the dunes. He asked if there was more fencing available. Mr. Millar stated that there is additional fencing which will be installed in the next few months.

8. **Unfinished / New Business**

There being no further unfinished or new business.

9. **Adjournment**

President Love adjourned the meeting at 10:20 AM

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Sherry Love, President

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Helen Comeau, Recording Secretary