

KINGSTON PLANTATION MASTER ASSOCIATION, INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

SATURDAY, FEBRUARY 15, 2020

PALLADIUM C – BRIGHTON TOWER

MINUTES

1. Call to Order

President White G. Watkins called the meeting to order at 9:00 AM.

KPMA Officers: President, White G. Watkins
 Vice President – Sherry Love
 Secretary – Fred Fellows (Absent)
 Treasurer – John Taylor

Delegates:

Brighton Tower – Sherry Love	Market Place – Jim Robinette
Canterbury Court – Dennis Marcello	Margate Tower – Harvin Bullock
Canterbury Court III – Jane Fellows (Absent)	North Hampton – Jim Gryck
Cumberland Terrace – Seth Smith	Richmond Park – Chris Bramlett
Declarant / Dev. - Bob Barenberg	South Hampton – Dave Puckett
Declarant / Dev. – Simon Mais	St. James Park – Mike Krause (Absent)
Gloucester Terrace – George Hanna (Absent)	West Hyde Park – Ron Bicicchi
Kingston Lakes – Joe Flesch	Windermere by the Sea – Bill Kolibash (Absent)

Alternates:

Brighton Tower – Gail Coffey	The Market Place – Lorene Paragallo (Absent)
Canterbury Court – White G. Watkins	Margate Tower – Colby Reeves (Absent)
Canterbury Court III – Larry Tucker (Absent)	North Hampton – Bill McCormick (Absent)
Cumberland Terrace – Jeffrey Johnson (Absent)	Richmond Park – Joe Misiak (Absent)
Declarant / Dev. – TBD	South Hampton – Don Matheson
Declarant / Dev. – TBD	St. James Park – Joan Fischer
Gloucester Terrace – Jim Elliott	West Hyde Park – Roy Sizemore (Absent)
Kingston Lakes – David Straub	Windermere by the Sea–William Elmore (Absent)

Representing LITUS* To Let were Douglas A. Millar, Leslie A. Styles, Pauline M. Carrig and Sarah Kjosa.

2. President's Report

President Watkins reviewed the protocol for cell phones and recording devices. He encouraged Board members to forward to Mr. Millar the names of homeowners who

were interested in serving on either the Architectural Standards Committee or the Security Committee. He shared that these committees met four to five (4 to 5) times a year.

3. Approval of Minutes

- **Regular Meeting of the Board of Directors – October 19, 2019**

President Watkins stated that the minutes had been emailed to Board members and that we could read them aloud or dispense with reading and entertain a motion to approve. Upon a motion made by Mr. Love, seconded by Mr. Bullock and unanimously approved, it was:

MOVED; to dispense with reading of the minutes and approve the minutes as presented.

4. Reports

A. Audit Committee Report

- **Financial Position for the Year Ending December 31, 2019**

Chairman Taylor called on Ms. Pauline Carrig who reported on the financial position for the year ending December 31, 2019. She reviewed the operating balance sheet (**EXHIBIT A**) and the operating income statement (**EXHIBIT B**). She stated that the Association ended 2019 with a planned loss of \$66,395 due to the unfunded but approved \$116K landscape architect project. She stated that we were able to absorb this deficit by using the savings on the balance sheet and our insurance decreased. This expense would not go forward into 2020. She next reviewed the reserve balance sheet (**EXHIBIT C**) and the reserves income statement (**EXHIBIT D**). She reported that \$565,380 had been spent on reserve projects and that the largest reserve project expenditure was sealing of the roads. She confirmed that all reserve funded projects were included in the current reserve study and explained that reserve studies were guides and that projections could vary depending on when the reserve study was completed and the projects done. It was noted that KPMA was scheduled to have a new reserve study done in 2020. Mr. Barenberg stated that, if there was a reserve project that needed to be completed but was included in the current year's approved budget, it needed to be brought to the Board of Directors for approval.

- **Current Financial Position for the Period Ending January 31, 2020**

Ms. Carrig next reviewed the operating balance sheet (**EXHIBIT E**). She stated there was a current year net income of \$4,665. She reviewed the operating income statement (**EXHIBIT F**). She explained that a few new line items were added that pertained to landscaping and irrigation. She stated that the remaining balance owed for the landscape architect was \$14,400 and added there were excess funds currently in the Insurance Escrow cash account to pay this

remaining balance. In response to Mr. Smith's question, Ms. Carrig stated that \$393,000 would be put into the reserves in 2020 and that KPMA was in line with where the current reserve study indicated we should be.

She reviewed the reserve balance sheet (**EXHIBIT G**) and reported there was \$1.8M in cash and CDARs in the reserves. She reviewed the reserves income statement (**EXHIBIT H**).

B. Blue Ribbon Committee Report

o Landscape Architect Update

Mr. Love noted that Mr. Duckworth had completed the detailed plans for the buildings on Kingston Plantation detailed plans and added that we would receive them in digital format. He stated that Mr. Duckworth went to an outside firm to get their expertise on the irrigation system. It was noted that Environmental Concepts was working with Starwood on plant pricing, that pricing would be available for the May 2020 meeting and how KPMA would move forward would be discussed at the August 2020 meeting.

o Planned Actions

Mr. Love reported that the committee was working with Chastain Media, a local company, to produce a promotional video for the landscape architect plan. He explained that Chastain could lay the new landscape design over what was presently in place so that board members and homeowners could see how the buildings would look with the new landscaping. He added that the video should be complete in time for the May meeting and would be shared with board members and homeowners.

Mr. Love stated that subordinate association representatives would be contacted and asked if they would be interested in touring their buildings with Mr. Duckworth, who would give an overview of what was planned for their subordinate association.

C. Architectural Standards Committee Report

o Landscape Replacements Update

Mr. Millar reported that the replacement plantings approved at the October 2019 meeting had been installed. He shared that planting of sod had been revisited and tied into the landscape architect plan. He reported that mulch was being placed around the buildings and pine straw in the common areas away from the buildings. He shared that he would be in contact with sub-association representatives to schedule the April/May landscape inspections.

o Sub-Association Requests

Mr. Millar reported that the ASC had approved North Hampton's request to reseal their parking garage.

He reported that South Hampton was replacing the piping that ran under Queensway Boulevard from the cooling tower to the building.

D. Security Committee Report

- **Security Statistics**

Chairman Fleming reported that 621 saturation patrols and 443 vendor checks were completed during the month of January 2020. He explained that during saturation patrols ASG officers walked around the exterior of the buildings. He noted that during these patrols, ASG officers had reported open unit doors, torn window screens, water leaks and light outages.

- **Plans for 2020 Bike Weeks**

Chairman Fleming reported that the 2020 bike week dates were May 14 – 17, 2020 (Harley Davidson) and May 20 – 25 (Atlantic Beach Bikefest). He next stated that KPMA was working with hotel management, A-Services Group, Horry County Sheriff Department and Club Status management. He shared that motorcycle trailer parking for both bike weeks would be available at Club Status for a \$75 per trailer fee. This fee could only be paid at the entrance to the Club Status parking area using a credit or debit card and that cash payment would not be accepted.

- **Incident Report Summary**

Chairman Fleming stated that this report (**EXHIBIT I**) included incidents that were responded to by police, fire or emergency personnel since the October 19, 2019 KPMA Board of Directors meeting.

- **KPMA Rules and Regulations**

Mr. Millar reported that the Security Committee had met and approved the Rules and Regulations (**EXHIBIT J**) pertaining to trailer parking, towing and golf carts on Kingston Plantation. He noted that the rules and regulations could be revised, as needed. He shared that during the month of May all overnight trailer parking on Kingston Plantation would be prohibited. Board members discussed the rules and regulations proposed by the Security Committee. Mr. Robinette expressed concern about Item 2D under Rules for Golf Cart Operation which stated *golf carts shall not be operated after dark*. It was stated that although this was a South Carolina Statute, Kingston Plantation's roads were private and this would not apply to golf carts operated within Kingston Plantation. Mr. Robinette suggested amending this section to read that only golf carts with headlights may be operated until 11 p.m. Upon a motion made by Mr. Barenberg, seconded by Mr. Bullock and unanimously approved; it was:

MOVED: to proceed with the parking rules and regulations, removing Item 2D.

The KPMA Security Committee was asked to return to the KPMA Board in May with a recommendation on golf cart lighting.

Mr. Millar stated that Horry County did not have a statute that included golf cart towing. Board members noted that golf carts were vehicles and could be towed. It was confirmed that violation of the rules and regulations could result in fines and/or revocation of golf cart decals.

E. Manager's Report

o KPMA Reserve Study

Mr. Millar reported that KPMA would have a reserve study completed every three (3) years. He shared that the reserve study engineer would be at Kingston Plantation at the end of the month to analyze what had been done previously and would include new items for the future (i.e. landscaping). Mr. Millar noted the cost of the landscape update would be available for the reserves engineer to include in the reserve study. Mr. Love added that the Blue Ribbon Committee planned for the new installation of landscaping every twenty (20) years.

It was noted that KPMA did not know when Sub-Associations had reserve studies completed and did not have knowledge whether sub-associations were properly funding their reserves. Mr. Barenberg stated this might be a good time for other Kingston Plantation Sub-Associations to partner with KPMA and have their reserve study completed. Mr. Millar again offered to schedule a meeting with a reserve study engineer for sub-association board members.

5. Unfinished / New Business

Mr. Simon Mais, Executive VP Operations with EOS Hospitality provided an update on the EOS planned renovations. He noted that it was an evolving project and that updates to the plans were still in process. He shared that renovations to guest rooms at the Hilton Hotel were underway and would be completed before Memorial Day 2020. Also planned was the repositioning of the Embassy Suites pool amenity, which would close mid-October 2020. It was planned to renovate the Embassy Suites, one floor at a time, beginning in the fall of 2020 with a completion date of Memorial Day 2021.

It was shared that Mr. DeVaux and Mr. Millar were working to find two to three week when a bulk items dumpster could be brought in for homeowner use.

Electric vehicle charging was discussed next. Mr. Barenberg noted that the KPMA Board could pursue obtaining information on the cost of installation, etc. He shared that there would be a cost to charge electric vehicles and suggested that a fee could be assessed on homeowner parking decals for electric vehicles.

It was noted that the KPMA Annual Meeting and Board of Directors meeting would take place on Saturday, May 16, 2020 at 9 a.m.

6. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:00 A.M.

Meeting Commenced: 9:00 A.M.
Meeting Adjourned: 11:00 A.M.

White G. Watkins, President

Leslie A. Styles, Recording Secretary