

Kempton Park Homeowner's Association Board of Directors Meeting
August 16, 2007
Fire Station No. 5-Bridge Road, Suffolk, VA

Members Attending: President: Raymond Laffoon
Vice President: Cheryl Hendricks
Treasurer: Denise Crawford
Member-at-Large: Shirley McGill

Members Absent: Secretary: Raymond Bailey

United Properties: Ralph Leslie

1810 – Architectural Review Board (ARB) Meeting: Applications and results follow.

| <u>Last Name</u> | <u>Address</u> | <u>Project</u> | <u>Result</u> |
|------------------|----------------|-------------------------|---------------|
| Montgomery | 3007NC | Exterior wrap Reynolds) | Approved |
| Thomas | 3005NC | Deck | Approved |
| Hendricks | 3509LC | Sprinkler System | Approved |

1834 – Board of Directors Meeting: The meeting was called to order. Ray asked Shirley to take notes in the absence of Mr. Bailey.

1840 - Homeowners Forum: One resident attended. The following issue was raised:

- Brenes, M/5026KS: Requested pool passes, which were never received. He moved here in July 2007. [Mr. Leslie will give him the pool passes on August 17, 2007].
- Tarwater/5043KS: [Received via e-mail.] Voiced concerns on weed control in the common space on one side and in a neighbor's (5045KS) yard on the other side. They want to know can anything be done about it. [*There is nothing in the owner's association package to enforce this issue.*]
- Grant/3045KP - [Received via e-mail.] Request response on issue of pond and wooded/weeded areas surrounding the pond. Also, discussed the discoloration of the pond's fence from algae or grass cutting. [*The area being discussed is part of the wetlands so it cannot be cut per Mr. Leslie. He informed the owners once, but he will send them a letter explaining the situation.*]

1845 – The minutes from the July 19, 2007 Board of Directors meeting were approved. Although, Ralph stated that he thought there was some discussion about the pool's breaker box, which was not in the minutes. However, it was determined that the meter for the pond was discussed.

1900 - Committee Reports:

- Treasurers Report – Denise Crawford presented the April report:

| | |
|---------------------|---------------------|
| Operating Cash | \$ 30,802.69 |
| Reserve Cash | \$ 32,573.36 |
| Replacement Reserve | <u>\$ 53,472.74</u> |
| Total Assets | \$ 116,848.79 |

| | |
|---------------------------|--------------------|
| General & Admin. Expenses | \$ 3,173.30 |
| Utilities | \$ 2,215.93 |
| Maintenance Expenses | <u>\$ 5,587.00</u> |
| Total Operating Expenses | \$ 11,086.89 |

Net Operating Income \$ 110.68

Net Association Income \$ (1,016.25)

- Motion was made and passed to accept the Treasurer's Report.
- Manager's Report – Mr. Leslie presented the following:
 - Web Site: Ms. McGill will contact owner of kemptonpark.org, and Mr. Bailey will discuss the current site with the web master. *[See Unfinished Business.]*
 - Pond Aerators: The cost of getting aerator for pond 2 is \$1,117.00, which is the same price as the one for pond 1.
 - Tree Replacement: Since the Crape Myrtles were planted on Bennett's Park Road, there are no empty tree rings.
 - Pool Installation Grounds Repair: Douglas Aquatics submitted a 2007-2008 Winter Maintenance Service Agreement proposal for the board's consideration maintenance.
 - Email Issues: As noted in homeowner's forum.
 - Inspection Report: Lack of compliance letters were sent to 20 residences for overgrown grass cutting.
 - Current Contract Status
 - Insurance 2/08
 - Pool 5/26/07 – 9/16/07
 - Landscape Maintenance 1/08
 - Lake and Pond Maintenance 8/07 – Storm-water Pond Management proposal received for 2008
 - Web Technologies (No end date.)
 - UPA 2/11 [Automatically renews for 5 years unless challenged.]

1905 - Unfinished Business:

- Web Site [Board Issue]: Mr. Bailey contacted Mr. Christian of Web Technologies. Our web site has now been registered with Google and Yahoo. It takes several weeks before we can see it on a search. As to the Urgent Notice, anytime there is such a need we can send it to Mr. Christian for posting on the Home page. On July 21, 2007, Mrs. McGill talked with Mr. Walls about adding a redirector of some sort on his web site. He agreed to do it, but search results still only show his web site.
- Pond #2Aerator [Board Issue]: Denise asked for a consensus of the board to raise the meter boxes out of the water. All agreed. On Tuesday, August 21, 2007, at 1000, a meeting will be held with Relay, Virginia Power, the Porters, the Worley's, the Crawford's and Ralph Leslie. The purpose of the meeting is to mark power for Pond 2 and measure. Ralph will send an association liability letter for yard repair to the homeowners next week. Ray stated that an aerator is needed for Pond 2. Cheryl motioned and seconded by Shirley that it be purchased. Ralph will purchase it at a cost of approximately \$1,117.00.

- Tree Replacement [Board Issue]: Mr. Leslie stated that there are no empty tree rings since the Crape Myrtle's were planted [*See managers report.*]
- Playground Equipment Upgrade [Board Issue]: This issue is CLOSED.
- In-Ground Pool Installation at 3507 Fontwell Ct: Mr. Leslie said the bill was sent for the landscape repairs.
- Landscaping/Flowers: No discussion
- Garage Sale: Cheryl asked Ralph for reimbursement check in the amount of \$36.49. Ralph will take care of it.
- Discrepancy Resolution/Handling of Delinquencies: [UPA Issue] Ralph stated that they're doing excellent well with discrepancies.
- Off-Season Pool Repairs: Cheryl recommended that we wait until next season to get bids from more than one contractor. Ray recommended getting a bid from AAA. Ralph will get a bid from three contractors for the board to review.
- Pool Maintenance: Denise will send out a mass e-mail to contractors in mid-September to solicit new contractors.
- Pool Issues: As noted in Manager's Report -
 - Pool Breaker Box: - Agreed to let Relay Electric bring the breaker box up to code to prevent the breaker from dying again.

1915 – New Business:

- Discussed possibility of getting a community yard sale sign. Ralph will get bids on it and report back to the board.
- On September 20, 2007, Ralph will meet with respective homeowners for satellite dish violation and continuous grass violation respectively.
- Denise suggested that a sign be posted near the ponds to alert homeowners of poisonous snakes. Shirley motioned and Cheryl seconded that signs be posted. Ralph will purchase the signs.
- **Executive Session Issues**: N/A
- **Issue Decisions**:
- **Action Pending for Next Meeting**:

1920 – The next Board meeting will be Thursday, September 20, 2007 at the Fire Station No. 5 – Bridge Road.

1925 - Board of Directors Meeting adjourned.

Submitted By: S. McGill

[NOTE: August 22, 2007 Emergency Email Meeting and Vote notice attached on next page.]

Kempton Park Homeowner's Association Board of Directors Meeting
August 22, 2007
Emergency Email Meeting and Vote

On 22 August 2007, the President of the Kempton Park Board of Directors conducted an emergency discussion and vote in regards to replacing the failed pump motor for the community swimming pool.

Discussion: Mr. Ralph Leslie contacted Ray Laffoon via telephone on 22 August 2007 and stated that Douglas Aquatics had located a new pump motor in Alabama, and could purchase it, ship it and install it for \$3744.90. He wanted to know if it was ok to spend the money. Factors in the discussion:

1. Old pump motor was rebuilt in November 2006 and came with a 90 day warranty, which is standard for rebuilds on commercial pools.
2. Douglas Aquatics suggested we collectively request a credit from the company that rebuilt the pump.
3. Concern over having the pool operational for the Labor Day weekend.

Resolution: An email vote was taken with all Board members in favor. Results were passed to Ralph Leslie who notified Douglas Aquatics to order and install the pump.

Submitted By: R. Laffoon