

APPROVED

**MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 9, 2014
ROLLINS THEATER**

DIRECTORS PRESENT

Jane Keegan, President
Sam Sudman, Vice President
Neil Rothfeld, Treasurer

Al Alderman
Chuck Collett
Howie Griffin

Mike Killian
Helen Lewis

DIRECTORS ABSENT

David Floyd, Secretary

OTHERS PRESENT

Lyn Reitz, Community Manager
Carol Donner, Recording Secretary
20 Members

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Keegan called the meeting to order at 9:00 a.m. All present joined her in the Pledge of Allegiance. A quorum was established with 8 members present.

II. APPROVAL OF THE MINUTES

- There being no objections or corrections, the minutes of the Board Meeting held on March 12, 2014 were approved as presented.
- There being no objections or corrections, the minutes of the Special Board Meeting held on March 27, 2014 were approved as presented.

III. SECRETARY'S REPORT

Acknowledgements – In Secretary Floyd's absence, President Keegan reported that the CA had received donations from the Aquasizers Club in the amount of \$1,000 toward heating the pool and \$695 from Monday Movies to offset license fees. The Tennis Association paid the CA \$10,250 toward maintenance of the Tennis Courts. The following clubs donated to FunFest: Aquasizers - \$180; Archery - \$29; Art Club - \$128; Cat Fanciers - \$100; Horseshoe Pitchers - \$300; Lawnbowling - \$100; Organ & Keyboard Club - \$157; Shuffleboard - \$200; Tillers & Toilers - \$100; and Trimnastics - \$25.

Secretary's Certification of Vote – President Keegan submitted the Secretary's certification of the membership vote on an amendment to Bylaw VII held on March 19, 2014 (attached).

For the Record – President Keegan reported that in an Action without a Meeting on March 27, 2014, the Board approved a one-time exception to Policy 8.06.C Employee Holidays wherein they deleted the afternoon of Christmas Eve as a holiday and instead added Friday, December 26, 2014 as a holiday. They also deleted the afternoon of New Year's Eve as a holiday and added Friday, January 2, 2015 as a holiday.

IV. PRESIDENT'S REPORT

President Keegan's report is attached.

V. TREASURER'S REPORT

Treasurer Rothfeld reported on financials through March 31, 2014. The Operating Fund has a net cash balance of \$2,720,977. In the Capital Fund, there is a balance of \$2,104,792. In the Replacement Fund, there is a balance of \$1,816,908. The Renovation Fund has a balance of \$31,352. He also stated that Capital Fund Fees were received in March for 35 homes for a total year-to-date of 116 homes versus a budget of 75 homes.

IV. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VI. STANDING COMMITTEE REPORTS

- Elections Committee: Shelba Fields, Chair, reported on the recent vote on the amendment to the Bylaws. A copy of her report is attached.

VII. SPECIAL PURPOSE COMMITTEE REPORTS (None)

VIII. NEW BUSINESS

1. Ratify agreement with Security Patrol
Treasurer Rothfeld **MOVED** that the Board ratify the Usage Agreement between the Community Association and Security Patrol dated April 1, 2014 as presented (attached). **SECOND**: Vice President Sudman. **VOTE**: Unanimous in favor by voice vote. Motion carried.
2. Approve dissolution of the Tennessee Club
Director Killian **MOVED** that the Board approve the dissolution of the Tennessee Club as an affiliated Community Association club. **SECOND**: Treasurer Rothfeld. **VOTE**: Unanimous in favor by voice vote. Motion carried
3. Approve dissolution of the Chess & Checkers Club
Director Killian **MOVED** that the Board approve the dissolution of the Chess & Checkers Club as an affiliated Community Association club. **SECOND**: Director Alderman. **VOTE**: Unanimous in favor by voice vote. Motion carried
4. Approval of a new poker club
Director Killian **MOVED** that the Board approve the High-Low Tuesday Night Poker Club as an affiliated Community Association club. **SECOND**: Director Alderman. **VOTE**: Unanimous in favor by voice vote. Motion carried
5. Approve hardship waivers
Vice President Sudman **MOVED** that the Board grant hardship waivers for 2014 dues for five members (Case Numbers: 1938, 3251, 3855, 4664 and 5136) as approved by the Hardship Panel. The total of \$1,375 representing waived dues will be taken from the Hardship Fund Account #36004

6. Approve contract with Power Contracting for master plan building projects
Director Alderman **MOVED** that the Board approve a contract with Power Contracting in the amount of \$2,816,284 for the following projects: Information Center, Library Addition, Multi-purpose Building, Samaritan Building, Atrium Parking Lot and North Pebble Beach Blvd. Parking Lot.

This will be expensed from the appropriate Capital Account in the amount of \$2,355,045, the Replacement Reserve Account in the amount of \$215,679 and reimbursement of \$245,561 from Samaritan Services. All separate projects that have been approved by membership vote are within the approved amounts and all other project amounts are within the Board's authority. Each project will be accounted for separately and documented on the proper draw schedule as approved by the Association's Owner's Representative, Architect and Engineer. **SECOND:** Treasurer Rothfeld. **VOTE:** Unanimous in favor by voice vote. Motion carried

IX. GOOD & WELFARE

A Certificate of Appreciation was presented to Elaine & Mike Marenovic, in absentia, for their dedication in writing positive, educational, healthful and encouraging messages on the white board in the Fitness Center for over five years.

Director Collett questioned President Keegan on her statement the Long Range Planning Committee would not meet to determine future projects until completion of the current construction which might not be until the first of the year. It was his understanding that the Board agreed to go ahead on an analysis of certain projects, a possible Theater in particular. He thought the work would be ongoing and once the analysis was completed, it would be reported back to the Board. It was not his understanding that the entire process would be delayed until next year.

President Keegan replied that there weren't additional funds to expend on any new projects at this time.

Treasurer Rothfeld stated it was also his understanding that the Long Range Planning Committee would be meeting this year, not necessarily to take any action but to discuss any future possible projects and their tentative costs.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by unanimous consent at 9:30 a.m.

AUDIENCE PARTICIPATION



Sam Sudman, Vice President

/cd

Attachments (6)

ADDENDUM – MINUTES – APRIL 9, 2014

*Audience participation comments are not an official part of the Board Meetings.
They are condensed and summarized for reference only.*

NAME	SUBJECT
John Bowker	Asked if parking would be allowed on both sides of Cherry Hills Drive during construction. <i>It will be allowed. Deputy Castillo will monitor the situation.</i>
Janet Ditmore Information Center	Needs signs posted on the parking spaces at the information center that they are reserved for the Information Center. Asked for fence stakes to be moved away from driveway – already lost 2 post lamps. Asked that a decision be made ahead of time on Cherry Hills parking (one side or both sides).
Jerry Mahoney	It was his understanding from remarks made at the March 19 th meeting that a group would meet this year to study and make a report on the future of SCC and embellishments to the community. Let's move forward - bring the issue of financing to the community for a vote. Complimented Director Alderman for his efforts on the current projects.
Phyllis Hodges	Doesn't see why the CA can't just ask the Deputy for a decision (on Cherry Hills parking). <i>Since Brandon Honda won't be a sponsor for the July 4th fireworks this year, do we have enough money to have it? We do have the funds available from previous donations and the holiday breakfasts along with the donation of \$10,000 from Minto. We will have Fireworks this July 4th; however, if we don't get another sponsor or enough donations, there wouldn't be one next year. Need to start a fundraising drive for the Fireworks Fund in addition to the holiday breakfasts.</i>
Sam Sudman	Reported on the July 4, 2014 breakfast. Served 1,377 last year and made \$3,800 for the Fireworks Fund. Their target this year is 1,500.



SECRETARY'S CERTIFICATION

BYLAW VII CHANGE

SUN CITY CENTER COMMUNITY ASSOCIATION, INC.

The membership at the March 19, 2014 Membership Meeting voted by a ballot vote on the change to BYLAW VII – ELECTION OF DIRECTORS AND OFFICERS, Section 1. Selection of Candidates. Do you approve the paragraph (e) of Section 1 to read? A membership meeting shall be scheduled for the second Wednesday in November as a “Candidates Night”. If the candidates are unopposed, this requirement may be waived by the Board.

This notice and proposed change was printed in the March 2014 edition of “The News of Sun Center”.

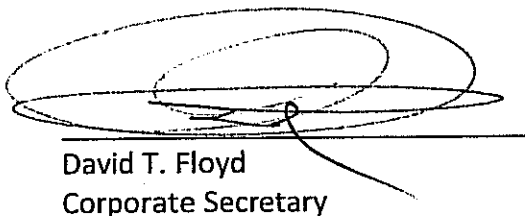
I, David T. Floyd, as Corporate Secretary of the Sun City Center Community Association, Inc., do hereby certify that I am the duly elected and appointed Secretary and keeper of the records and the Corporate Seal of the Sun City Center Community Association, Inc., a corporation organized and existing under the laws of the State of Florida and that a duly held ballot vote was held at the Membership Meeting on March 19, 2014.

The results of the voting were:

For	583
Against	70

The change to BYLAW VII, Section 1, paragraph (e) was approved.

IN WITNESS WHEREOF, I have affixed my name as Secretary and caused the corporate seal of said corporation to hereunto be affixed this 20th day of March, 2014.



David T. Floyd
Corporate Secretary



**BALLOT REPORT FORM
MEMBERSHIP VOTE ON MARCH 19, 2014**

BYLAW VII – ELECTION OF DIRECTORS AND OFFICERS

Do you favor modification to amend Bylaw VII as follows:

Section 1. Selection of Candidates

(e) A membership meeting shall be scheduled for the second Wednesday of November as a “Meet the Candidates Night”. If the candidates are unopposed, this requirement may be waived by the Board.

VOTED YES 583

VOTED NO 70

We, the undersigned, do hereby certify that the above information is true and correct:

Shelba M. Fields

Shelba Fields, Chairperson
Elections Committee

Barbara Rein

Barbara Rein, Vice Chairperson
Elections Committee

DATE: March 19, 2014

CURRENT

BYLAW VII – ELECTION OF DIRECTORS AND OFFICERS

Section 1. Selection of Candidates

(e) A membership meeting shall be scheduled for the second Wednesday of November as a “Meet the Candidates Night”.

PROPOSED CHANGE

BYLAW VII – ELECTION OF DIRECTORS AND OFFICERS

Section 1. Selection of Candidates

(e) A membership meeting shall be scheduled for the second Wednesday of November as a “Meet the Candidates Night”. **If the candidates are unopposed, this requirement may be waived by the Board.**

Do you favor the above modification to amend Bylaw VII?

YES NO

**SUN CITY CENTER COMMUNITY ASSOCIATION, INC.
OFFICIAL PROXY VOTE – BYLAW AMENDMENT
MEMBERSHIP MEETING – MARCH 19, 2014, COMMUNITY HALL, 7:00 PM**

CURRENT

BYLAW VII – ELECTION OF DIRECTORS AND OFFICERS

Section 1. Selection of Candidates

(e) A membership meeting shall be scheduled for the second Wednesday of November as a “Meet the Candidates Night.”

PROPOSED CHANGE

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Section 1. Selection of Candidates

(e) A membership meeting shall be scheduled for the second Wednesday of November as a “Meet the Candidates Night.” **If the candidates are unopposed, this requirement may be waived by the Board.**

Do you favor the above modification to amend Bylaw VII?

YES NO

I, _____, CA Membership Number _____
(Print your name above)

hereby designate Carol Donner, Executive Assistant, or alternatively,

_____, CA Number _____ to cast my
proxy vote as directed above. *(The alternate will need to register Proxy in person at the meeting.)*

(Signature of Member)

(Date)

Please submit your signed proxy to the CA office by 3 p.m. on March 19 if you will not be attending the Membership Meeting.



ACTION WITHOUT A MEETING

Exception to Policy 8.06.C – Employee Benefits –Holidays observed by the CA

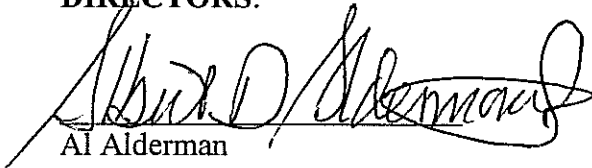
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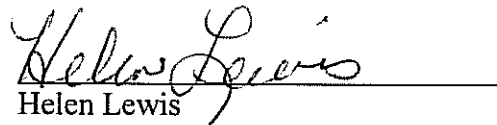
We, the undersigned, hereby authorize a one-time exception to the above policy to:

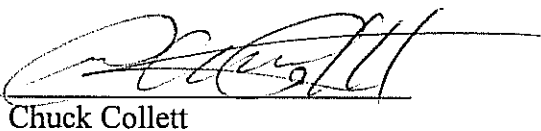
- Delete the afternoon of Christmas Eve (December 24, 2014) as a holiday for employees and add Friday, December 26, 2014 as a holiday.
- Delete the afternoon of New Year's Eve (December 31, 2014) as a holiday for employees and add Friday, January 2, 2015 as a holiday.

Effective this 27 day of March, 2014

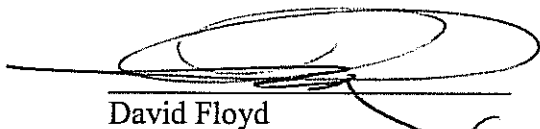
DIRECTORS:

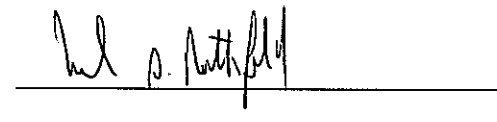

Al Alderman

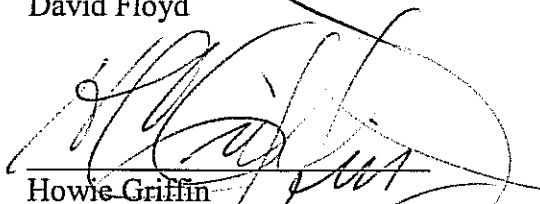

Helen Lewis

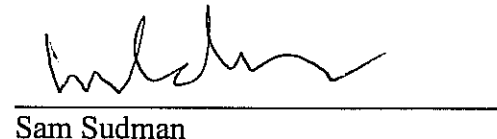

Chuck Collett

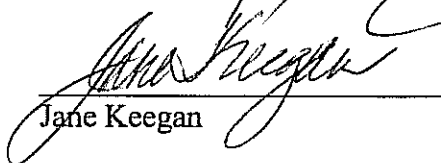

Mike Killian


David Floyd


Neil Rothfeld


Howie Griffin


Sam Sudman


Jane Keegan

President Jane Keegan's Report – Board of Directors Meeting – April 9, 2014

We will break ground for our new facilities construction this morning at 11 a.m. at the new Information Building site. The building permits have been received and we hope to have the contracts approved at today's meeting. We are proceeding with the Community Associations' present construction plan on the "pay as you go" basis as we promised the membership.

At the present time, we are NOT considering any other projects or any other financing. As the current projects are completed, we will at that time turn to our Long Range Planning Committee to determine future projects.

The Board of Directors feel there is a need for more Florida State Statute education training as it pertains to CO-AP members in Condominium, Homeowner, and Property Owners associations. It has become evident that many new officers were being elected who were unaware of the many changes being legislated by our state and county governments. We have invited our first guest, Attorney Steve Mezer, who specializes in Florida State Statutes pertaining to small and large diverse associations like ours. A special meeting to start introducing our new agenda will take place on April 28 at 2:00 in the Caper Room for Co-AP presidents.

To make our community the best it can be, we encourage all Sun City Center residents to beautify their residences—lawns, driveways, sidewalks, flower beds. We want our town to be in the most pristine condition possible. Please do your part to keep Sun City Center looking its very best.

The Community Association will insure that there is access to all facilities during the construction of the new parking lots and the new buildings. We are going to do our best to keep the facilities open and available to all members.

Many Clubs have moved their locations to Community Hall during this time of construction to alleviate parking problems. This has worked out well for the clubs who were able to make the change.

Also, access to the Atrium may be reached by pulling into the circle drive in front of Old Town Hall to drop off passengers. In addition, there will be handicapped parking spots in front of and behind the CA offices. You will notice new signage regarding the parking of golf carts only on the grassy areas. Signs will be changing along Cherry Hills to allow for additional car parking as well.

There will be some inconveniences during the next few months of construction; please be patient and understanding during this building process.

Sun City Center Community Association

Board of Directors Meeting

April 9, 2014 from Lyn Reitz, Community Manager

Master Building Projects --- We are working with the Architects, Engineers, Owners Representative and General Contractor proceeding forward with the approved projects. We are in the permitting and developmental stage at this time. We are still meeting our time frame of a start date for construction of late April.

Central Campus Parking --- Please remember that vehicle parking will be very sparse during the upcoming construction. We urge you to come via golf cart during the day and possibly carpool in the evenings if you are attending an event. The County is allowing parking on Cherry Hills in the direction of traffic but not on the sidewalks. We apologize for the inconvenience but it sure will be nice when it is completed. Please adhere to the signage and do not park vehicles on the grass areas and near the shrubbery where there can then be damage to sprinkler/cable lines and landscaping.

Building Construction Entrance --- The Fitness Center main entrance will be the rear double doors during construction and the Atrium main entrance will be the double doors in the plaza area nearest the pool. All other doors will be unusable during the construction but will be left unlocked for emergencies only.

Upcoming Building Construction --- Please refrain from entering the construction areas that will be around the campus for the Master Plan building projects. Most will be fenced but gates will be open during the day for workers to come and go. These are in place to protect you. Please do not enter these areas for any reason.

Resident Count --- As of March 31st total residents were 10,518 and total membership dues were 11,093. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.



Election Committee Memo

Madam President, Board and Members,


At the March 19th Membership Meeting, the membership voted overwhelmingly to approve the change to Bylaw VII.

While this was a small election, it was an important one. I would like to thank everyone that returned their newspaper proxies and everyone that attended the meeting and voted. Also, thanks to the election committee for their assistance and job well done.

583 YES 70 NO TOTAL 653

BREAKDOWN ...

Newspaper Proxies	410
Meeting	<u>243</u>
Total	653


**Shelba M. Fields, Chairperson
Election Committee**

**smf
04/09/14**

Security Patrol Usage Agreement

This Agreement is made this 1 day of April, 2014 between Sun City Center Community Association, Inc (hereafter referred to as "CA") and Sun City Center Security Patrol, Inc. (hereafter referred to as "SP"), both being Florida not-for-profit corporations and both parties having their headquarters in Sun City Center, Florida.

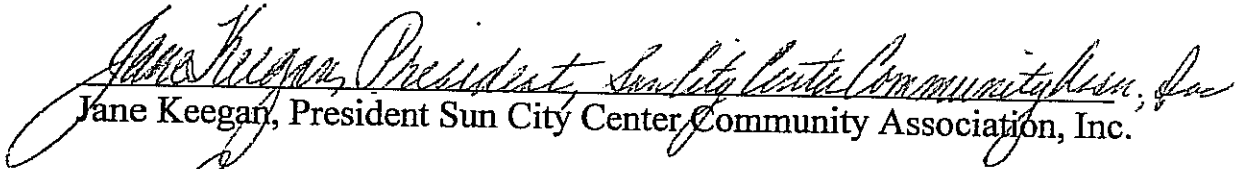
It is mutually agreed that the CA and SP will abide by the following terms and conditions:

1. The SP will occupy their present location in the CA building located at 1005 North Pebble Beach Blvd., Sun City Center, Florida 33573. CA hereby grants SP the right to use this location. This location will continue to be solely owned by the CA. SP will use this location for their command center and other purposes reasonably related to the responsibilities of the SP.
2. The SP shall provide the CA with security support for special events at no cost.
3. The SP shall reimburse their portion of the utilities, telephone, property insurance, property taxes, custodial costs, and other similar expenses paid by the CA. (As specified per Appendix A)
4. The SP shall also reimburse the CA for routine maintenance as requested by their work order. The Chief of Patrol must approve all costs in advance.
5. All structural and/or repair costs will be borne by the CA. The CA will keep sidewalks, parking areas and driveways safe and free from trash.
6. SP will carry liability insurance with limits set no less than the SP policy amount of \$2 million total, \$1 million per occurrence.
7. The CA and SP will share in the usage of the joint Conference/Board Room.

This agreement between the CA and the SP replaces and supersedes any and all prior written and/or oral agreements. This agreement will be governed by and construed in accordance with the laws of the state of Florida.

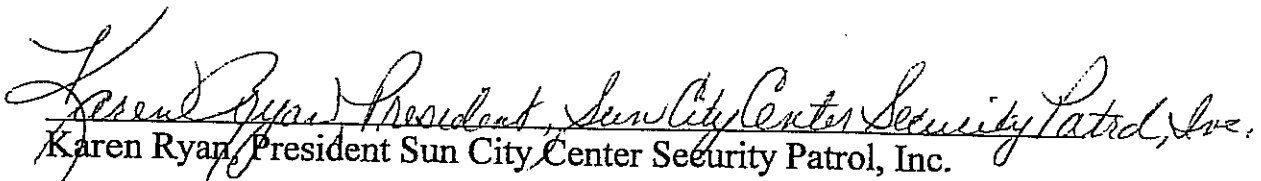
Appendix A to this agreement will be reviewed annually for cost adjustments by the Treasurer of each party's Board.

This agreement may be modified with the approval of both Board of Directors after a proper motion at a duly constituted meeting.


Jane Keegan, President Sun City Center Community Association, Inc.

Date

April 2, 2014


Karen Ryan, President Sun City Center Security Patrol, Inc.

Date

April 1, 2014

Security Patrol Cost Breakdown
(Appendix A)

Square Foot Basis:	Monthly
(Security Sq. Ft. = 1145) 26.7%	
(CA Office/Board Room Sq. Ft. = 3134) 73.3%	

Water/Sewer (Average Yearly Cost - \$1,200.00)	\$ 26.70
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Electric (Average Yearly Cost - \$7,200.00)	\$160.20
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Insurance (Yearly Cost - \$3,748.00)	\$ 83.39
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Pest Control (Yearly Cost - \$2,568.00)	\$ 57.26
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Per Item Basis:

Telephone/Internet Monthly SP Line Cost -	\$ 220.11
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Janitorial Cost -	\$ 465.05
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Total Monthly Reimbursement Cost to CA	\$1,012.71
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Amended 04/01/14