

MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 11, 2017
ROLLINS THEATER

APPROVED

DIRECTORS PRESENT

John Luper, President

Joe Elam, Vice President

Neil Rothfeld, Treasurer

Dave Birkett

Marilyn Coté-Miller

Helen Lewis

Bob Sanchez

Jim Schwartz

Bob Sullivan

OTHERS PRESENT

Sam Sudman, Corporate Secretary

Lyn Reitz, Community Manager

Carol Donner, Recording Secretary

37 Members

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

II. APPROVAL OF THE MINUTES

There being no objections or corrections, the minutes of the Board Meeting held on December 14, 2016 were approved as presented.

III. SECRETARY'S REPORT

Acknowledgements – Secretary Sudman reported that Monday Movies donated \$126 to offset license fees; The Dog Owner's Group gave the CA \$4,500 toward sod replacement at the dog park. The Needcrafters donated \$500 to the Hardship Fund and the Pickleball Club gave the CA \$1,200 as their share of maintenance on the Pickleball courts.

IV. PRESIDENT'S REPORT

President Luper gave an update on the structure of the CA. We have a management company (FSR) to run the day to day operations of our facilities. They have two employees here: Lyn Reitz, Community Manager, and Stacie Schmidt, Accountant. Lyn is responsible for the 48 CA employees. The Board is responsible for the policy and procedures of the CA and he hopes that the community knows they have someone to talk to.

President Luper announced that there will be a town hall meeting on February 21, 2017 at 7 p.m. in Community Hall regarding details of the new proposed Administrative building. Members can ask questions and receive answers from our consultant, architect and general contractor. A vote on the new building will take place on March 14 and 15. If the vote is No, then a vote would have to be taken to renovate since the cost would exceed our authority.

V. TREASURER'S REPORT

Treasurer Rothfeld reported on estimated financials as of December 31, 2016 since they have not been audited yet. The Operating Fund had a cash balance of \$2,170,135 which included \$780,000 in 2017 dues prepaid in December. Liens filed were \$44,450. In the Capital Fund, there was a balance of \$1,148,86. Capital Fund Fees were received in December for 32 homes. This represents a total of 459 homes that we collected capital fund fees on in 2016 versus a budget of 420 homes. In the Replacement Fund, there was a balance of \$990,913. The Renovation Fund had a balance of \$16,418.

VI. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VII. STANDING COMMITTEE REPORTS

Governmental Affairs Committee – Bob Shangraw, Co-Chair, presented a report to the Board on the Storm Water Inlet Replacement Project which is attached.

VIII. SPECIAL PURPOSE COMMITTEE REPORTS

Holiday Breakfast Committee - Sam Sudman, Co-Chair, announced that they had another successful breakfast in December and served 758 breakfasts. He reported that he and his wife Joanne just completed their 5th year of being in charge and feel it's time for them to step aside. He announced that Linda Odda will be chairing the Holiday Breakfast Committee this year along with the help of Bob and Pat Sullivan. Joanne and he will be working along with them this year to assure that the transition will be smooth.

Hospitality Committee – Janet Ditmore, Chair, presented an Annual Report on the SCC Information Center which indicated that in 2016, there were 3,569 visitors, 930 phone calls answered and information sent to 402. A copy of her report is attached.

IX. NEW BUSINESS

1. Approve renewals on 2017 insurance policies

Treasurer Rothfeld **MOVED** that the Board approve the renewal of the following insurance policies for 2017:

Property - \$70,420.00	Expensed to Operations Account #63104
DIC - \$13,441.32	Expensed to Operations Account #63104 -
General Liability - \$40,942.00	Expensed to Operations Account #63100
Fidelity Bond - \$1,739.00	Expensed to Operations Account #63400
Directors & Officers Liability – \$18,180.00	Expensed to Operations Account #63300
Umbrella - \$11,995.00	Expensed to Operations Account #63102
Equipment Breakdown - \$825.00	Expensed to Operations Account #63104
Workers Compensation - \$36,830.00	Expensed to Operations Account #63101
Automobile - \$1,863.46	Expensed to Operations Account #63101

for a total of \$196,235.78.

SECOND: Director Coté-Miller **VOTE:** Unanimous in favor by voice vote. Motion carried.

2. Bank Signature Approval for 2017

Treasurer Rothfeld **MOVED** that the Board approve the following signatories for all banks that the Community Association has accounts with:

John M.Luper, President
Joe W. Elam, Vice President
Marvin S. Sudman, Corporate Secretary
Neil S. Rothfeld, Treasurer
Helen Lewis, Director
Jim Schwartz, Director

SECOND: Vice President Elam. **VOTE:** Unanimous in favor by voice vote. Motion carried.

3. Approval of Committee Chairpersons for 2017

Vice President Elam **MOVED** that the Board approve the following Committee Chairpersons for 2017 as follows:

STANDING COMMITTEES:

Budget – Ed Barnes
Consumer Affairs – Joe Elam
Elections – Shelba Fields
Governmental Affairs – Sam Sudman
Internal Audit – David Floyd

SPECIAL COMMITTEES:

Bingo – Janet Love
Public Relations & Communications – Marilyn Cote-Miller
Council of Area Presidents (CO-AP) – David Floyd
Fitness Center – Ernie Kociban
History Society – John Bowker
Hospitality – Janet Ditmore
Restrictive Covenants – Paul Wheat
Web Site – Nan Baytos, Co-Chair
Maggie Pliska, Co-Chair
North Lakes Golf Course Committee – Ed Barnes
Community Association Planning Committee – Jim Schwartz

OTHERS:

FunFest – Bridget Lewis
Golf Cart Parade – Pete Mathieu
Holiday Breakfasts – Sam Sudman, Joanne Sudman & Linda Oddo – Co-Chairs
Monday Movies – Linda Clapp
TV in Atrium – Bill Hodges

SECOND: Treasurer Rothfeld **VOTE:** Unanimous in favor by voice vote. Motion carried.

4. Approval of Elections Committee Judges and Tellers for 2017

Director Lewis **MOVED** that the Board approve the Judges and Tellers on the Elections Committee for 2017 as submitted (attached). **SECONd:** Director Coté-Miller **VOTE:** Unanimous in favor by voice vote. Motion carried.

5. Approve dissolution of The Purple Butterflies of Sun City Center.

Director Lewis **MOVED** that the Board approve the dissolution of The Purple Butterflies of Sun City Center as a CA affiliated club. Any monies left in their Treasury will be divided 50% each to the Emergency Squad and Care Animal Shelter.

SECONd: Vice President Elam. **VOTE:** Unanimous in favor by voice vote. Motion carried.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by unanimous consent at 9:50 a.m.

AUDIENCE PARTICIPATION

After the meeting, the following members addressed the Board: Janet Ditmore, Stan Juczak, Lloyd Banfield, Ambreen Esmail, Carl Rowoldt, Al Demarest, Vern Hendricks, Wendell Spencer, Don Lynch, Bob Goetz, and John Lang. Their comments can be viewed on www.suncitycenter.org under Association/Meeting Videos.



Sam Sudman, Corporate Secretary

MSS:cd

Attachments (4)

Sun City Center Community Association

Board of Director's Meeting

January 11, 2017 from Lyn Reitz, Community Manager

Café --- The Contractor is back on the project and working to catch up. At this time, we anticipate the completion in the February timeframe.

CA Office Building --- We are presently working on temporary modular office space to move the office staff as we proceed forward with this project. The Architect is finalizing the layout and will soon have construction documents to go to the County for the start of permit approval.

FunFest --- Yes, it is that time again to start to prepare for FunFest scheduled for March 18th. Please see Claudia with any club questions.

Shredding Day --- This event has been scheduled for March 7th from 9am to Noon the same place as last year. Please make sure you take advantage of this great service.

Volunteer Luncheon --- Please make sure to attend the thank you lunch February 16th from Noon until 2pm in the Florida Room.

Pickleball Court --- The lights are on back order until January 27th and this has held up the project. We are hoping to complete this project by the first part of February.

Resident Count --- As of December 31st total residents were 11,090 and total membership dues were 11,497. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.

- 0 Need for safety improvement of subject covers identified April 2007 to DPW, Hillsborough County.
- 0 Initial survey identified need for replacement of 397 covers.
- 0 Initial funding of \$50,000. Finally approved in FY 2010 budget.
- 0 Only five (5) covers installed along Rickenbacker Dr. in 2010
- 0 Progress steady thereafter: 12 covers replaced in FY 2011
17 covers replaced in FY 2012
- 0 County Replacement budget increased from \$ 50,000. per year to \$ 150,000 for FY 2013 and FY 2014
- 0 50 covers replaced in FY 2013 plus 8 repaired units.
- 0 53 covers replaced in FY 2014 (last of the County supplied workforce)
- 0 A grand total of 145 drain covers replaced over 5 years (\$ 450K)

- 0 Contract awarded to Florida Safety Contractors, Inc to complete remaining units.
- 0 130 covers replaced in FY 2015
- 0 246 covers replaced in FY 2016 (original plan for 228)
- 0 Cost of Contract to replace 376 storm drain covers : \$ 2M +
- 0 TOTAL NUMBER of storm water drain covers replaced : 521
- 0 Note: There were 400 additional covers that did not require replacement. All NEW drain covers have a yellow stripe painted along there leading edge.

- 0 Project started in 2007 and completed in 2016

Respectfully submitted: R. Shangraw, CoChairman Government Affairs Committee

D. Nathan, CoChairman Government Affairs Committee

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- 0 Progress steady thereafter: 12 covers replaced in FY 2011
17 covers replaced in FY 2012
- 0 County Replacement budget increased from \$ 50,000. per year to \$ 150,000 for FY 2013 and FY 2014
- 0 50 covers replaced in FY 2013 plus 8 repaired units.
- 0 53 covers replaced in FY 2014 (last of the County supplied workforce)
- 0 A grand total of 145 drain covers replaced over 5 years (\$ 450K)
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SCC INFORMATION CENTER

Four-year Comparison of Data

YEAR	2013	2014	2015	2016
Resident visitors	1151	1232	1766	1732
Out of town Visitors	1315	1547	1795	1837
Tours conducted	375	325	375	372
# of people in tours	841	699	856	851
Local phone calls received	902	960	573	513
Distant phone calls received	839	745	394	417
Inquiries answered by snail mail	102	124	34	35
Inquiries answered by email	1022	1121	514	367

YEAR TOTALS	2013	2014	2015	2016
Number of Visitors	2466	2799	3561	3569
Phone calls answered	1741	1705	967	930
Information Sent	1124	1245	548	402

SCC Information Center Quarter Report Comparison, 2016

	1 st QTR	2 nd QTR	3 rd QTR	4 th QTR	ANNUAL TOTAL
Number of Resident Visitors	674	352	346	360	1732
Number of Out of Town Visitors	743	406	324	358	1837
Number of Tours Conducted	151	94	54	73	372
Total Number of People in Tours	351	210	111	179	851
Local Phone Calls Received	137	143	102	131	513
Long Distance Calls Received	124	107	98	88	417
Inquiries answered by Snail Mail	5	14	7	9	35
Inquiries answered by email	98	108	77	84	367

IN THE YEAR 2016, the Information Center recorded:

TOTAL NUMBER OF VISITORS: 3569

TOTAL PHONE CALLS ANSWERED: 930

INFORMATION SENT IN RESPONSE TO INQUIRIES: 402

Visitors came from 19 states, Canada, and the Caribbean. Most were from Florida; Pennsylvania and Ohio were second and third in number of visitors.

In addition to the above data (the visitors noted below were not included in the above numbers):

A group from the UK visited the community in June to film a television program concerning retirement communities in the U.S. After spending a lot of time researching what they requested and having several clubs and residents waiting for the group who arrived several hours after the scheduled times, they apparently did do some filming but they have never shared the results.

Also in June, there was a group of 11 officials from South Korea who came to study the operation of our community. I conducted an information session and answered questions for about two hours prior to the group taking a guided tour of our facilities.

A similar group of 6 officials came from China in August seeking to discuss our procedures and tour the facilities. October brought another scheduled group of 8 Chinese visitors and in November we hosted another group of 4 Chinese officials.

Saturday hours were suspended during the summer due to the low number of visitors. We resumed Saturday hours in September. Hours of operation are now Mondays through Fridays: 10 AM to 4 PM (year 'round) and Saturdays, 10:30 AM to 2:30 PM, Sept. through May. In addition to these hours, we will always open for appointments by prior request.

As of the end of 2016, the Center has a total of 90 volunteers. There will be two orientation classes scheduled in January to train several more volunteers.

--Janet Ditmore
Hospitality Chair

ELECTIONS COMMITTEE

CHAIRPERSON

SHELBA FIELDS

1718 Danbury Drive

642-0638 #14424

VICE CHAIRPERSON

JUDGES

Bancroft, Rachel	1913 Wolf Laurel Drive	642-8044	12517
Courter, Paul	2306 Platinum Drive	633-8540	15037
Luckett, Dawn	1915 N. Pebble Beach Blvd.	633-2513	5361
O’Karma, Ray	1107 Opal Lane	634-5097	19076
Persinger, Myrna	1206 Valley Forge Drive	633-4271	22770
Pliska, Maggie	720 Plumbrook Lane	633-7884	13986
Rein, Barbara	1617 Brookton Green Dr.	642-0927	22258
Walker, Barbara	702 New Bedford Drive	633-9676	11172
Zahrobsky, Henrietta	1306 Crystal Greens Dr.	642-9820	23008

TELLERS

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>CA No.</u>
Barringer, Beverly	1623 Brookton Green Dr.	633-3651	9591
Barringer, Robert	1623 Brookton Green Dr.	633-3651	9590
Benken, James	2142 Platinum Drive	633-1614	19572
Benken, JoEllen	2142 Platinum Drive	633-1614	19573
Bennis, Pat	2424 Del Webb Blvd. E	633-5188	11843
Biddle, Barbara	808 Bluewater Drive	634-8651	20786
Birkett, Nancy	1204 Royal Links Drive	634-2601	23653
Bittman, Jim	1702 Wolf Laurel Drive	642-0084	12145
Bittman, Kathy	1702 Wolf Laurel Drive	642-0084	12146
Borchert, Sheila	1808 Burlington Circle	633-2038	1663
Bouverat, Gail	1114 Villeroy Drive	633-1297	16873
Bouverat, Ron	1114 Villeroy Drive	633-1297	16872
Cohen, Tina	733 Tam O’Shanter Avenue	633-6868	16948
Collins, Norma	1208 Norwich Circle	941/527-7852	32473
Collom, Lori	1319 Crystal Greens	633-0514	15415
Courter, Eileen	2306 Platinum Drive	633-8540	15038
Cox, Mary “Jean”	1201 Fordham Drive	634-4296	18585
Cruthis, Roselyn	2224 North Creek Court	633-7217	14792
Cullen, Michael	2211 Platinum Drive	633-5040	11475
Edison, Terry	1606 Vincennes Drive	634-4795	15555
Elarth, Vernon	1314 Lenox Greens Drive	634-6199	19527
Fallon, Fran	419 Noble Faire Drive	634-2490	21258
Fallon Sr., Thomas	419 Noble Faire Drive	634-2490	21197
Fischer, James	1510 Flamingo Lane	642-8840	20982
Fischer, Jane	1510 Flamingo Lane	642-8840	20983

Tellers Continued ...

NAME	ADDRESS	PHONE	CA #
Flora, Carolyn	1930 Wolf Laurel Drive	634-6829	10255
Folley, Eleanor	2217 Platinum Drive	634-2522	13331
Folley, William	2217 Platinum Drive	634-2522	13330
Gruber, Priscilla	2219 Westminster Manor Lane	6333962	3782
Hall, Harriet	1723 W. Del Webb Blvd.	634-5437	11411
Hall, Marilyn	1723 Council Drive	633-2973	17212
Heller, Mary Jane	1916 N. Pebble Beach Blvd.	634-6538	4079
Kesler, Karen	2211 Del Webb Blvd. W	938-1689	26727
Kesler, Stan	2211 Del Webb Blvd. W	938-1689	26728
Knippenburg, Harold	622 Winterbrooke Wy	633-4033	10524
Kuhn, Uta	914 Sun Key Court	642-9555	11037
Lander, Jan	1103 El Rancho Drive	633-6169	15957
Linn, Judith	1116 Signature Drive	340-9806	16271
Linn, Victor	1116 Signature Drive	340-9806	16270
Mac Ferran, Linda	226 Amesbury Circle	642-0052	13353
McNeil, Pat	1960 Wolf Laurel Drive	634-5909	5771
Moquin, Mary	1519 Council Drive	633-4231	13055
O'Karma, Donna	1107 Opal Lane	634-5097	19077
Oschman, Carol	1606 Chevy Chase Drive	909-3233	20884
Perkins, Brenda	2004 Captiva Ct.	746-1101	20693
Pfeil, Barbara	1604 Vincennes Drive	633-9869	17395
Powders, Erlinda	2107 New Bedford Drive	633-0461	11523
Pyle, Judith	2240 W. Del Webb Blvd.	633-5551	11227
Rein, Jeffrey	1617 Brookton Green Dr.	642-0927	22257
Rollins, Betty	1114 Signature Drive	340-9806	19229
Rollins, Kyle	1114 Signature Drive	340-9806	19228
Schultz, Dick	2220 W. Del Webb Blvd.	633-8718	7437
Schultz, Mary	2220 W. Del Webb Blvd.	633-8718	7435
Spitz, Janice	2139 Platinum Drive	633-1829	15369
Stanhope, Karen	2234 Platinum Drive	633-2232	10658
Swift, Susan	1628 Vincennes Drive	634-8224	8091
Tibbetts, Rita	1237 Fordham Drive	207/749-1124	26931
Totten, Patricia	1201 Norwich Circle	922-6233	30586
Tovey, Lou	1527 Chevy Chase Drive	634-7399	8276
Vaughan, Elaine	716 Fox Hills Drive	642-0557	17073
Weisner, Alice	1920 Wolf Laurel Drive	633-1054	8690
Wheat, Jean	2211 Westminster Manor Dr.	634-7777	8770
Wiseman, "Cookie"	651 Fort Duquesna Drive	634-8094	29051
Zahrobsky, Frank	1306 Crystal Greens Drive	642-9820	23007