

MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, OCTOBER 12, 2022
ROLLINS THEATER – 9 A.M.
and VIA ZOOM

APPROVED

DIRECTORS PRESENT

Bob Sullivan, President
Kim Roush, Vice President *
Ron Matelski, Secretary
*Via Zoom

Gary Bratt
Ron Clark
Jim Collins

Jeff Parsons
Eric Porr*
Roger Zieg

OFFICERS ABSENT

Dave Birkett, Treasurer

OTHERS PRESENT

Lyn Reitz, Community Manager
Carol Donner, Recording Secretary
22 Members plus 15 via Zoom.

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Sullivan 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 Directors present.

II. APPROVAL OF MINUTES

Secretary Matelski **MOVED** the minutes of the September 14, 2022 Board Meeting be approved as submitted. **SECOND**: Director Clark. **VOTE**: Unanimous in favor by voice vote.
Minutes approved.

III. SECRETARY'S REPORT

Acknowledgements - Secretary Matelski complimented Community Manager Reitz and her staff who spent their entire weekend cleaning up the campus after Hurricane Ian so that we could begin our normal activities on Monday. He gave them a heartfelt thanks and asked the members of the audience to applaud them as well.

Community Manager Reitz also gave a special thanks to Phillip and James who chose to stay on property during the storm. They made sure that when power went out things were shut off quickly and when power came back on, things didn't blow, kept water out of the Atrium and accommodated the 22 sheriff deputies here in the Atrium.

IV. PRESIDENT'S REPORT

President Sullivan thanked Community Manager Reitz and the staff for their efforts before and after Hurricane Ian and also thanked Philip (Central Campus) and James (South Campus) who stayed on campus during the storm. Some members questioned why we had staff on the property when we were closed. You have to have somebody here and we had deputies in the Caper Room and if they needed something, on campus, they were available.

V. TREASURER'S REPORT

Since Treasurer Birkett was absent, there was no Treasurer's Report this month.

VI. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VII. STANDING COMMITTEE REPORTS (None)

VIII. SPECIAL PURPOSE COMMITTEE REPORTS (None)

IX. NEW BUSINESS

- 1) Approve changing purchasing limits for CA Manager & President/Treasurer
Secretary Matelski **MOVED** that the Board change Policy II.B Purchasing, Exhibit 2.01.A to increase purchases by the Community Manager from \$5,000 to \$10,000 and increase purchases approved by the President and Treasurer from \$10,000 to \$20,000.
SECOND: Director Bratt. **VOTE:** Unanimous in favor by voice vote. Motion carried.
- 2) Approve replacement of partitions for Community Hall
Director Parsons **MOVED** that the Board approve a contract with SSE Space Management in the amount of \$65,500.00 for the replacement of partitions in Community Hall. This will be expensed to Replacement/Reserve account #76810-000-4. **SECOND:** Director Bratt. **VOTE:** Unanimous in favor by voice vote. Motion carried.
- 3) Approval of 2023 Budget
Secretary Matelski **MOVED** that the Board approve the 2023 Budget as submitted by the Budget Committee. This budget includes a \$10.00 increase per member in Operations and a \$5.00 increase per member in the Hurricane Insurance Deductible Fund. The dues increase of \$15.00 will be voted on by the membership on December 6th and 7th. **SECOND:** Director Bratt.

Director Clark **MOVED** to amend the Motion to eliminate the \$5.00 per member for the Hurricane Insurance Deductible Fund making the total dues increase \$10 per member.
SECOND: Director Collins. **VOTE** via roll call: 3 – 5. In favor Directors Clark, Zieg and Collins. Opposed: Directors Bratt, Matelski, Parsons, Porr, and Roush. Motion failed.

Director Zieg **MOVED** to amend the Motion to include a \$10.00 increase per member in Operations, a reduction in the Replacement/Reserve Account from \$40.00 to \$30.00 per member and a \$5.00 increase per member in the Hurricane Deductible Fund which would result in a total dues increase per member of \$5.00. **SECOND:** Director Collins. **VOTE** via roll call: 3 – 5. In favor Directors Clark, Zieg and Collins. Opposed: Directors Bratt, Matelski, Parsons, Porr, and Roush. Motion failed.

VOTE ON MAIN MOTION via roll call 5 – 3. In favor, Directors Bratt, Matelski, Parsons, Porr and Roush. Opposed: Directors Clark, Collins and Zieg. Motion carried.

- 4) Approve replacement of lawn bowling shed
Director Collins **MOVED** that the Board approve the replacement of the lawn bowling shed at a cost of \$10,096. This will be expensed from Replacement/Reserve account #76801-000-4.
SECOND: Director Parsons. **VOTE:** Unanimous in favor by voice vote. Motion carried.

Director Clark then added another item under New Business:

5) Review Holiday Facility Use Policy

Director Clark **MOVED** that the Board review Policy 6.01.B.3.b regarding the Community Association facilities being closed on Thanksgiving Day, Christmas Day, New Year's Day and at 1:00 pm on Christmas Eve and New Year's Eve. **SECOND:** Director Zieg. **VOTE** via roll call 4 – 4. In favor Directors Clark, Collins, Parsons, and Zieg. Opposed: Directors Bratt, Matelski, Porr and Roush. President Sullivan voted Yes to break the tied vote. Motion carried.

X. GOOD & WELFARE (None)

XI. ADJOURNMENT

Director Bratt **MOVED** the meeting be adjourned. **SECOND:** Director Collins, **VOTE:** Unanimous in favor by voice vote. The meeting was adjourned at 9:50 a.m.



Ron Matelski, Secretary

/crd

Attachment

AUDIENCE PARTICIPATION AFTER THE MEETING

The following members addressed the Board:

June Fiorelli
Carrie Blaylock
Cheryl Didday
Carl Rowaldt

Their comments can be viewed at: <https://www.youtube.com/watch?v=tSXKFUo8iW8>

Sun City Center Community Association

Board of Director's Meeting

October 12, 2022 from Lyn Reitz, Community Manager

Storm Cleanup --- We thank everyone for their patience as we assessed and cleaned up after the storm. We did not have much damage and were very lucky it was not worse.

Hi Neighbor --- This event will be returning on November 3rd for 6:30pm to 8:30pm at the Community Hall. More information will be released as the event is planned.

Holiday Golf Cart Parade --- The parade is scheduled for Saturday, December 3rd at 10am. The theme will be "Holiday Fun". Registration forms will be out soon on the website and in the CA Office.

On Going Projects --- We are still working on numerous projects throughout both south and central campus and will continue for the next couple of months. Please be aware of your surroundings and make sure to follow signs and stay clear of coned and roped off areas for your safety. We apologize for an inconvenience and thank you for your cooperation.

Email Blast Distribution List --- As a reminder, if you would like to get the What's New CA Email Blasts, please stop by the office and fill out a request form or send an email requesting to be added to sccboard@suncitycenter.org. It is a great way to stay on top of CA information.

Resident Count --- As of September 30th, total residents were 11,499 and total membership dues were 11,616. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
1	Income		
2	Members Dues:		
3	Members Dues	40100	3,121,200
4	Variable Dues	40101	60,000
5	Dues Refunds	40102	-25,000
6	Guest Cards	40600	30,000
7	Guest Cards-Kings Point	40600-003	5,000
8	Brookdale	40600-004	65,200
9	Late Charges/Lien Fees	40700	18,000
10	Hardship Assistance	40720	
11	Subtotal		3,274,400
12			
13	Association Entertainment Income:		
14	FunFest	41306	15,000
15	Special Activities	41310	25,221
16	Entertainment Series	41320	45,950
17	Subtotal		86,171
18			
19	Miscellaneous Income:		
20	Donation to Library with dues	40719	1,000
21	Donations	40721	2,400
22	Miscellaneous/SCC News	47000/47001	0
23	Pickleball	47045	1,200
24	Softball Field Maintenance	47050	2,500
25	Dog Park Maintenance	47055	2,000
26	Samaritan Club Reimb	47057	3,350
27	Cafe Reimb	47060	4,200
28	Tennis Maintenance	47065	10,000
29	Estoppel Fees	47080	78,000
30	Room Rental Fees	47090	1,500
31	Donation to Movies	47091	700
32	Subtotal		106,850
33			

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
34	Library Income:		
35	Misc. Library Donations	47400	1,500
36	Book Sales	47500	5,000
37	Memorials/Bequests	48300	15,000
38	Kings Point Library Fees	48400	1,000
39	Subtotal		22,500
40			
41	Holiday Events	41325	0
42	Fitness Center Donations	41326	1,200
43	Investment Income	46900	1,000
44	Value Change-Beneficial Trust	46700	0
45	Value Change-CRUT	46701	0
46			
47	Total Income		3,492,121
48			
49	Expenditures		
50	Wages, Taxes, Benefits:		
51	Facilities Support Wages	51010	955,330
52	Office Wages	52010	293,568
53	Library Wages	53010	103,878
54	Employee Health Insurance	55001	147,000
55	Employee Dental Insurance	55002	2,000
56	Employee Life Insurance	55003	2,900
57	Employee AFLAC coverage	55004	0
58	Employee Vision Insurance	55005	1,100
59	Employee Payroll Taxes	55020	108,222
60	SEP/IRA	56001	27,056
61	Subtotal		1,641,054
62	Maintenance & Supplies:		
63	A/C Repairs & Supplies	60100	3,400
64	Electrical Repairs & Supplies	60110	18,000
65	Tennis	60200	3,500
66	Landscaping-Rear Gate 301	60301	500

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
67	Landscaping	60304	7,000
68	Pool Repairs/Supplies	60500	65,000
69	Janitorial Supplies	60600	45,000
70	General Maintenance	60800	35,000
71	Exercise Equip Repairs	60802	3,500
72	Signage	60805	2,000
73	Fire Alarm Maint	60810	10,200
74	Safety	61001	3,000
75	Maintenance Projects	61101	1,000
76	Plumbing	61200	4,500
77	Irrigation	61300	5,500
78	Painting	61400	7,000
79	Roofing	61500	1,500
80	Outdoor Facilities	61700	4,000
81	Indoor Facilities	61701	2,500
82	Work Vehicle Maintenance/Fuel	61800	8,000
83	Subtotal		230,100
84			
85	Maintenance Contracts:		
86	Pickleball/Tennis/Softball Maint	60202	13,000
87	Landscaping-SC&CC	60300	86,570
88	Dog Park Landscaping	60302	6,200
89	Maintenance-PBB Medians	60303	85,000
90	Landscaping-WPC	60305	8,300
91	Landscaping-Nature Trail	60306	3,000
92	WPC Portable Sanitation	60307	1,100
93	LB Greens Maintenance	60401	10,000
94	Exercise Equip Maint Contract	60803	3,700
95	Pond	60900	2,100
96	Termite & Pest Control Contracts	60901	7,500
97	Fire Alarm System	60902	22,000
98	Office & Library Copiers	60915	15,000
99	Subtotal		263,470

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
100			
101	Utilities:		
102	Electricity	62100	137,450
103	Water & Sewer	62200	82,000
104	Telephone	62300	81,000
105	Trash Pickup	62400	42,000
106	Natural Gas	62500	80,000
107	Diesel Fuel for Generator	62600	1,000
108	Subtotal		423,450
109			
110	Insurance:		
111	Casualty Insurance	63100	72,000
112	Workers Compensation Ins	63101	30,000
113	Commercial Umbrella	63102	34,000
114	Property Ins	63104	110,000
115	Auto Insurance	63105	4,000
116	Directors & Officers Ins	63300	24,000
117	Fidelity Ins	63400	8,200
118	Subtotal		282,200
119			
120	Administration:		
121	FL sales tax	47025	0
122	Information Center	47070	1,500
123	Filing Fee	47075	5,000
124	Committee/Public Relations	64011	8,500
125	Bad Debt Expense	64151	500
126	Computer DSL & Media	64250	24,000
127	Office Supply/ Printing/Postage	64400	22,000
128	Employment Related	64410	5,000
129	Employee Uniforms	64415	2,500
130	License for Movies	64420	6,000
131	Guest Passes/ID Cards & Supplies	64500	3,000
132	Bank Charges	64601	100

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
133	Dues Processing Costs	64602	11,500
134	SCC News Expense	64621	18,200
135	Subtotal		107,800
136	Professional Services:		
137	Legal	64200	45,000
138	Audit	64300	24,000
139	Management Fees	64650	334,848
140	Property/Reserve Study	64655	2,500
141	IT Support	64710	5,000
142	Education	64810	1,000
143	Subtotal		412,348
144			
145	Library Expenditures:		
146	Lib Admin Exp/Spls	66100	3,000
147	Audio Cassettes & CD's	66101	0
148	Periodicals	66102	0
149	Books	66103	0
150	VHS's & DVD's	66104	0
151	Interfaith Council Purchases	66107	0
152	Reference Book Purchases	66108	0
153	Library Computer/IT Expense	66109	3,300
154	Subtotal		6,300
155			
156	Club Requests	65800	5,609
157			
158	Contingency	66800	20,000
159			
160	Assn Entertainment:		
161	FunFest	41307	15,000
162	Special Activities Expense	41311	15,840
163	Entertainment Series	41321	58,450
164	Holiday Decorations	41323	1,000
165	Holiday Events	41324/41327	1,500

**Sun City Center Community Association
2023 Budget**

		Account	2023 Budget
166	Subtotal		91,790
167			
168	Other Expenditures:		
169	Equipment & Fixtures	70000	5,000
170	Minor Equipment & Fixtures	70001	3,000
171	Subtotal		8,000
172			
173	Total Expenditures		3,492,121
174	Total Income		3,492,121
175	Net Income/Loss		0