

LANCASTER

AT

**Kings Ridge Neighborhood Association, Inc.
Board of Directors Meeting**

Date: September 14, 2020
Hour: 9:00a.m.
Place: Kings Ridge Clubhouse - Ballroom
1900 Kings Ridge Blvd
Clermont, Florida 34711
Date Posted by: August 31, 2020

Approved MINUTES

1. Call to Order

Meeting called to order at 9:00 a.m.

2. Establish that a Quorum is Present

All Board members present including Bill Hughes remotely by phone

3. Proof of Notice

In accordance with the provisions of Chapter 720, 303, (2) (c) 2 of the Florida Statutes, notice of this Special Assessment discussion was emailed on August 31, to all Lancaster Residents, posted on the official bulletin board in the Kings Ridge Clubhouse, and posted on the official meeting notice bulletin board at the entrance to the Lancaster neighborhood.

5. Approval of Minutes

Motion to approve the August 10, 2020, minutes as corrected below made by Mr. Choice Edwards and seconded by Ms. Dolores Thomas. Passed unanimously. Required corrections for Mr. Dennis Kapsis to make the modifications to his DRAFT minutes on their website before marking them as APPROVED:

Item #3 should include “eblast to the residents”

Item #8 should read “by the end of the year”

Item #9 should be corrected to “Sherwin-Williams”

Item #10 should change “new” to “interim”

Item #11 should read “Motion to remove the driveway violations from lots 38 and 7 and to not violate any resident for tire tracks on the driveways caused as a result of the PDC application.”

6. Appointment of Lancaster Committee Members

Ratify approval of members of the ad-hoc Finance Committee: Margaret Goedecker, chair, members Bernadette Dubuss, Bertha Halter.

Motion to ratify appointment of the ad-hoc budget committee by Mr. Choice Edwards, Seconded by Ms. Dolores Thomas, Passed unanimously

7. Reports

- **Treasurer's Report: There are no outstanding accounts to be paid at this time.**

- **Manager's Report: No report at this time.** Blue Water was not in attendance so there wasn't a formal report. John Lawson asked why BW was not attending the meeting and Margaret Goedeker explained the cost issues and also that it would allow us as a neighborhood to talk about our current issues. Budgetarily and Contractually.

- Kings Ridge Community Association Board & Liaison Reports

- **KR Association Board Director Report: Eblasted report to the residents**
- **KR Association ACC Lancaster Report: no report at this time**
- **Neighborhood Networking Committee Liaison Report: Not currently meeting**

- Lancaster Committee & Liaison Reports

- **Architectural - Lancaster NARC Requests & Approvals: All 6 August NARC applications approved**

- **Opticaltel Coalition Report: There were two ZOOM meetings of the Liaison group. Mr. Choice Edwards is our Liaison and said no new actual proposal has been provided. Opticaltel looking for a new contract for service but would require all 15 neighborhoods to join into a revised 10 year contract. Mr. Paul Borders recommended ensuring a good termination clause. Ms. Lauren Kurilchik also asked about the commitment to a certain level of service that seems to be lacking. Ms. Dolores Thomas suggested that each person having trouble be sure to document their issues with Opticaltel in a timely manner and keep a record. There is a clause in the contract on the website that says they are supposed to give credits but there may be a fight to get the credits.**

- **Communication/Website/ Technology: Numerous residents unable to get onto the website. Ms. Dolores Thomas reported that Mr. Tom Lundy of GeekItDown stated recently he has had many customers in Kings Ridge that are on Opticaltel that they have problems and he will reach out to Opticaltel to get some clarification. Ms. Dolores Thomas also noted she would let Mr. Lundy know of the concerns.**

- Land Maintenance Monitoring & Landscaping: Need volunteers

Mrs. Mary Rowe has volunteered for this committee as long as somebody will train her. Ms. Helen Bohannon has agreed to show her what needs to be done.

- Welcome/Sunshine/Entertainment/Activities/Decorations:

Nothing to report on Sunshine. Ms. Sue Pamplin welcomed and introduced our newest residents Ina and Richard Bennett.

- Neighborhood Emergency Preparedness:

Kings Ridge Master Emergency Preparedness will be offering two training sessions: Basic First Aid and FEMA Basic Emergency Management

- Ladies Luncheon:

No report

8. Old Business:

Resignation of Virginia Scigliano as President.

Mr. Choice Edwards made a motion to accept Ms. Scigliano resignation, second by Ms. Dolores Thomas. Passed unanimously

Resignation from Lawn Maintenance Committee: Helen Bohannon, Dolores Thomas.

Ms. Margaret Goedecker made a motion to accept the resignations of Ms. Bohannon and Ms. Thomas, seconded by Mr. Choice Edwards, passed unanimously.

9. New Business:

--Appointment of Kay Weiss to Lancaster Board of Directors

Ms. Kay Weiss accepted the position to the Board. Motion to accept appointment of Ms. Kay Weiss made by Margaret Goedecker, seconded by Mr. Choice Edwards, passed unanimously

--Designation of Officers

Motion for Mr. Choice Edwards as President by Ms. Dolores Thomas, seconded by Bill Hughes, passed unanimously

Motion for Ms. Margaret Goedecker as Treasurer by Mr. Choice Edwards, seconded by Mr. Bill Hughes, passed unanimously

Motion for Mr. Bill Hughes as Vice President by Mr. Choice Edwards, seconded by Ms. Dolores Thomas, passed unanimously

Motion for Ms. Kay Weiss as Director-at-large by Mr. Choice Edwards, seconded by Ms. Margaret Goedecker

Ms. Dolores Thomas will remain as Secretary for the time being.

--Special Assessment.

Ms. Margaret Goedecker, Chair of the Budget Committee, went through the specifics to justify the need for the special assessment. All residents had been provided the information previously so they were informed. Mr. Rich Ascolese, Treasurer of the Master Association, has provided invaluable information to the Committee. He advised the committee that according to their auditors two months of expenses should be held in account. The amount of the Special Assessment was requested at \$275, and would just get the bills paid through the first part of January. Mr. Tim Cronin recommended making the Special Assessment \$300 which would help with a contingency for unexpected expenses.

Residents expressed concern about the excessive delay in their monthly assessments being posted which has jeopardized the cash flow. Linda Lawson gave a specific example of a 9 day delay in posting. Some direct payments are taking over two weeks to post. It was noted that payments sent directly to the bank in Tampa get processed the quickest. Others expressed the possibility of avoiding the expense of using coupon books but Mr. Chris Weiss explained that it is clearly noted in our documents and would require a modification to the documents.

Dolores Thomas cited a need for correction in our Assessment Policy Resolution to reflect the current late fee of \$35 not the \$25 as cited in the February 2009 Resolution. In addition, if residents work together to pay their assessments when due on the first of the month, much of the collection expenses charged by Blue Water will be avoided. Residents in attendance agreed by a show of hands that a \$300 Special Assessment was necessary.

Motion was made by Mr. Choice Edwards to accept the \$300, Special Assessment and instruct Blue Water to process the special assessment to all residents as quickly as possible, seconded by Ms. Kay Weiss, passed unanimously. Below is the information to be forwarded to Blue Water to accomplish this:

Regarding the Special Assessment:

In support of a special assessment:

For the year 2020, Lancaster has under budgeted and overspent in the following areas:

60160 Copies/Printing/Supplies over and above budget by \$1,670.00.

60280 Legal Fees over and above budget by \$3,700.00.

60250 Insurance over and above budget by \$1,614.00.

60420 Webmaster over and above budget by \$ 515.00

60120 Bad Debt Expense over and above budget by \$ 513.00.

62250 Landscaping over and above budget by \$5,878.00.

62270 Irrigation over and above budget by \$ 435.00

BlueWater administration charges

for the Special Assessment (10%) \$1,620.00

Printing and Postage for Special Assessment \$ 270.00

Total required: \$16,215.00 $\$16,215 / 54 = \300.2777

The homeowners in attendance voted unanimously in favor of the \$300.00 special assessment as proposed by Tim Cronin. The Lancaster Board voted unanimously to collect a one time special assessment of \$300.00 per homeowner to be collected as soon as possible.

Motion made by : Choice Edwards.

Second on motion by: Kay Weiss

All in Favor: Choice Edwards, Dolores Thomas, Bill Hughes, Margaret Goedeker,

Kay Weiss

(This information to be forwarded in the minutes to Blue Water Community Management to initiate procedures for collection.)

--Budget

Ms. Bertha Halter discussed in detail the 2021 Reserves, and how her study was conducted to arrive at the current amounts budgeted. Also she discussed the options to push the painting project out to June 2023, which decreased the amount of the budget significantly. She discussed the meeting with Tim Thomas, the Sherwin-Williams representative and his evaluation on the condition of the paint on several homes in Lancaster and the paint warranty system. The remainder of the line items on the budget was a result of the year's over payments and in some cases a 4% increase that was warranted. A small contingency was added to the budget to cover any small unforeseen emergency. Research is being conducted on both the Opticatel bills and the WebMaster which may change the budget slightly upward. She is also checking on the increased taxes on the invoice of Opticatel compared to the figures provided to the Committee. She and Ms. Bernadette Dubuss recommended that Reserves be researched by a committee on a yearly basis, well in advance of the budget planning in order to make appropriate recommendations.

Ms. Margaret Goedeker and the committee will continue to seek every alternative to avoid a bad reputation to our vendors. She will be negotiating with DORA for a new due date to avoid any fees. There is currently no irrigation reserve although our irrigation is likely reached its life expectancy. There are other items which will be addressed. The committee will continue to work on the figures for a final budget to be presented at the October meeting. Ms. Marsha Gordon noted that many other developments charge a Capital Improvement fee to a buyer at closing to help defray such needs as a major overhaul to the irrigation system. Our current documents do not provide for that so it would have to be voted on by the neighborhood and require the aid of an attorney to modify the documents.

--SECO Boxes.

Ms. Dolores Thomas stated she is awaiting feedback from Mr. Hank Bolduc SECO account manager regarding a request made to Ms. Kat Gloria, VP to provide decorative shrink wrap on the 9 SECO boxes. Ms. Helen Bohannon offered to speak with Ryan the DORA foreman to see what options there are for getting rid of the hedge stumps and for sod. Ms. Dolores Thomas has also asked Mr. Hank Bolduc for SECO to supply sod to place around the 9 boxes. The residents were again reminded of the dangers in digging around the boxes and that there be no plantings around them as noted in the ACC Guidelines.

--Possibility of delaying Sherwin-Williams paint of our houses.

Motion made by Ms. Kay Weiss, seconded by Ms. Margaret Goedeker to move the painting from June of 2021 to June of 2023 with annual review to insure our home's exterior paint remains in good condition. Passed unanimously.

--Website Security.

Neighbors have some concern about website security. To implement a password website could cost over \$1,000. Consensus is that it is necessary to secure our data. We need to retain our history because it seems so much is lost when we change management. Mr. Choice Edwards asked for volunteers to research the issue of website security. Nobody has come forward at this time.

--Insurance renewal.

The premium is due October 1. Ms. Margaret Goedeker looked at whether the premiums could be spread out over the year. We can pay a \$76.89 finance fee in order to pay the insurance monthly rather than in one lump sum.

--CPA engagement to do 2020 taxes

Requested we find out what the difference was between having the Form 1120 and Form 1120H. Motion to engage the CPA at \$250 made by Ms. Margaret Goedecker, seconded by Mr. Choice Edwards, passed unanimously.

10. Open Forum:

Mr. Chris Weiss spoke to the residents explaining the need for residents to be involved in what happens to their neighborhood. He asks that they step up and help with their expertise.

Mr. John Lawson applauded the efforts of everybody that worked on the arduous task of getting a handle on Lancaster finances and in providing the needed data for the residents to consider in making an informed decision. All in attendance agreed that it was a job well-done. Thank you all.

11. Establish Date for Next Meeting: October 12, 2020

12. Adjournment:

10:50 a.m.

In Attendance:

Choice Edwards, Margaret Goedecker, Dolores Thomas, Lou and Bertha Halter, Frank and Bernadette Dubuss, Fran and Larry Rubright, Bonnie and Paul Borders, Bob and Susie Pamplin, Chris and Kay Weiss, Don Hulin, Tim Cronin, Patricia Cawley, Helen Bohannon, Roz and Steve Silpe, Mary Rowe, Ken and Joyce Wiegand, Richard and Ina Bennett, John and Linda Lawson, John Malsberger, Charles Marler, Wanda Locke, Marsha Burton-Gordon

Respectfully submitted,

Dolores J. Thomas, Lancaster Board Secretary

Motion: Ms. Margaret Goedecker

Second: Ms. Barbara Kay Weiss

Approved: October 12, 2020 - unanimously