

**SUN CITY CENTER WEST MASTER ASSOCIATION, INC.**  
**Board Meeting Minutes**  
**Wednesday, May 8th, 2024, at 9:30 AM**  
**Location: Veterans Theater KPNCH**

**I. Roll Call:**

President Jim Haggerty, Vice President Chris Robinson, Secretary Jim Allen, Treasurer Jayne Nardin, and Director Rodney Walker were present. Director Forrest Davis was present by phone. Director Ray Vaccaro was absent. A quorum was established.

**II. Call to Order:**

President Jim Haggerty called the meeting to order at 9:30 am.

**III. Reports:**

- A. Mangers Report was presented by General Manager Shawna Deiulio.
- B. Treasurers Report was postponed until June's Board Meeting.
- C. Pond Committee Report was presented by Rob Davies.
- D. Finance Committee Report was presented by Alex Keller.
- E. Disaster Planning & Landscape Committee Reports were presented by MaryAnn Meeker.
- F. Strategic Planning Committee Report was presented by Elien Peco.

**IV. Presentations:**

- A. President Jim Haggerty awarded the April Volunteer of the Month to Roger Johnson and awarded May's Volunteer of the month to Jackie Potts.
- B. Treasurer Jayne Nardin Presented the check to the Radio Club for a new tower and antenna.
- C. Robert Moreland gave a presentation on the new management company, Artemis Lifestyles.

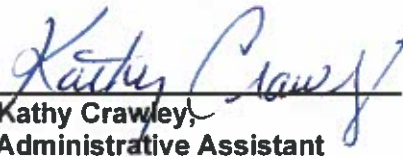
**V. New Business:**

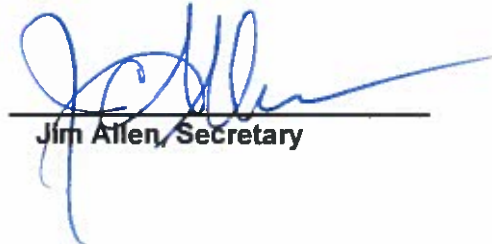
- A. Treasurer Jayne Nardin moved to approve a 3-year contract with Artemis Lifestyles for \$2500 a month. Motion was seconded by Rodney Walker. The motion passed.
- B. Secretary Jim Allen moved to appoint Susan Raba to the Finance Committee, Jerry Stanford to the Strategic Planning Committee and Shelia Rasken to the Pond Committee. Motion was seconded by Director Rodney Walker. The motion passed.
- C. Treasurer Jayne Nardin moved to approve the labor for the plants for the adopt-a-pond program on pond 19 with Solitude for \$2508. The motion was seconded by Director Rodney Walker. The motion passed.

**D. Open Forum:**

- A. Residents asked questions regarding the committees, ponds, gardening, and financials.

**VII. Adjournment:** There being no further business, the meeting was adjourned at 10:46 AM. – May 8, 2024.

  
Kathy Crawley,  
Administrative Assistant

  
Jim Allen, Secretary

**Manager's Report – 4<sup>th</sup> Quarter**

**January 1<sup>st</sup> – March 31<sup>st</sup>**



**05/08/24**

## 3<sup>rd</sup> QUARTER HIGHLIGHTS



- ◆ **Purchase of Starlink Satellite Systems**
- ◆ **Approved Funding for New Communication Tower and Antenna**
- ◆ **Visit from Hillsborough County Tax Collector**
- ◆ **Adopt-A-Pond Plantings installed in Pond 1 South**
- ◆ **Successful Settlement of Master/FirstService Lawsuit**
- ◆ **Collaboration Agreement with Federation Board**

Work Orders 1,000	Inspections 342	Alterations 66	Emergency Calls - 30
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# IRRIGATION

## Irrigation Repairs

- ◆ 45 Mainline Repairs
- ◆ 79 Valve Repair/Replacements
- ◆ 26 Lateral Line Breaks
- ◆ 13 Lateral Line Reroutes
- ◆ 4 Pump Replacements
- ◆ 9 Control Boxes Replaced
- ◆ 7 Breakers Replaced
- ◆ 5 Baseline Control Boards Replaced
- ◆ 2 Baseline Displays
- ◆ 6 Baseline Radios Replaced
- ◆ 1 Baseline Surge Arrestors Replaced
- ◆ 15 Decoders Replaced
- ◆ 3 Baseline Flow Bi-Coders
- ◆ 15 Baseline Bi-Coder Boards
- ◆ 2 Moisture Sensors Installed
- ◆ 1 2-Wire Boards
- ◆ 6 Modems Replaced
- ◆ 4 Time Relays Replaced
- ◆ 5 Antennas/Antenna Wire
- ◆ 1 Drip Filter



### Baseline Warranty

#### Savings:

- 3 Baseline Displays replaced x \$2,114.00 = \$6,342
- 3 Baseline Radios Replaced x \$1,924 each = \$5,772
- 3 Baseline Control Boards Replaced x \$1,050 = \$3,150
- 1 Baseline Flow Bi-Coders x \$368 = \$368.00
- 10 Baseline Bi-Coder Boards x \$726 = \$7,260
- 1 Antennas/Antenna Wire Replaced x \$680 = \$680

**Total Savings \$23,662**

# SWFWMD Restricts Tampa Bay Counties to Once-Per-Week Lawn Watering Amid Shortage From December 1<sup>st</sup> – July 1<sup>st</sup>, 2024!



Thanks to your Baseline Smart Irrigation System, Kings Point is exempt from these restrictions and may continue to water 2-days a week!

\*Note restrictions do apply to hand watering. Visit Hillsborough County's website to find out what day of the week you are allowed to hand water.



# PATTERN & COVERAGE

Final Inspections Completed	Pending Final Inspections	In Progress
Andover A-I Bedford A-J Cambridge H,I,J Dorchester A & B Fairfield A,B,E,H Gloucester A-G & P	Gloucester G	Gloucester J Dorchester A Dorchester B

## FIELD AUDITS:

Audits for Sections 3 and 4 will be completed by June 1<sup>st</sup>.  
Reports will be delivered to the Associations late July/August.

Negotiated Part Pricing Savings:

**Negotiations have saved Associations**

**\$237,422.89**

# PATTERN & COVERAGE

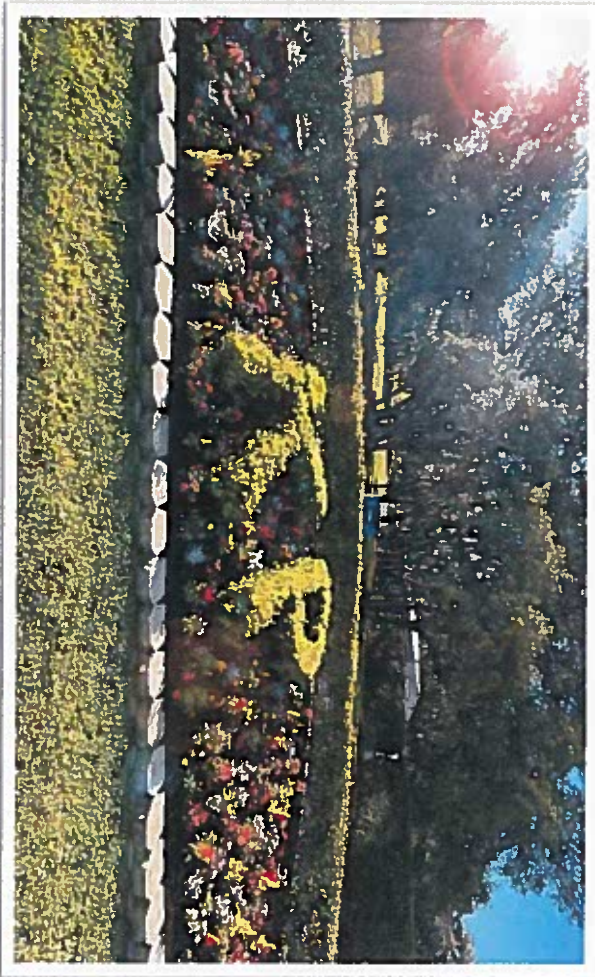


**Rebates Received: \$17,243**



## OTHER R & M

- Removed 17 Trees
- Tree Canopies Raised to 15'
- Annual Beds Replaced
- Quarterly Sidewalk Pressure Washing Completed
  - 2 Drainage Repairs
  - 3 Grates Replaced
  - Filled 16 potholes
- Bridge Repair (Clubhouse Golf Cart)
- Street Sign Repair/Replacement



## UPCOMING PROJECTS



- ◆ **2024 Paving Project**
- ◆ **Landscape Beautification**
- ◆ **Visitor Lane Expansion**
- ◆ **Rerouting Golf Cart Traffic at Clubhouse Drive**
- ◆ **Storm Drain Inspections**
- ◆ **Hosting a Governance Day in KP**
- ◆ **Hosting a Town Hall with Comm. Owens**
- ◆ **Continue working with Hills. County Commissioner Owens on Cypress Creek**
- ◆ **Continuing working towards extending the leases on the closed courses**
- ◆ **Veterans Memorial at Hassle Park**



# CAUTION: ALLIGATORS

- Avoid being near the water's edge and be cautious when walking your pets.
- Do not feed alligators! It is not only dangerous but it's also against the law.
- If you are caught feeding an alligator, you could be **fin**ed **AND charged with a misdemeanor of the second degree.**
- ALL REPORTS OF RESIDENTS FEEDING ALLIGATORS WILL BE REPORTED TO FLORIDA FISH AND WILDLIFE.



## REMINDERS

### If You See It Report It!

We are asking for your help. If you spot a landscape or construction truck or any other vehicle parked on or driving over a sidewalk, please take a photo and report it to the Master Association. We will contact the vendor and back charge if any damages were caused.

Report damages to:  
[master@kpmaster.com](mailto:master@kpmaster.com)



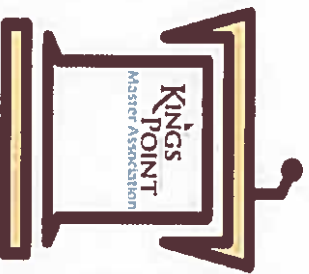
# NEWS OF KINGS POINT



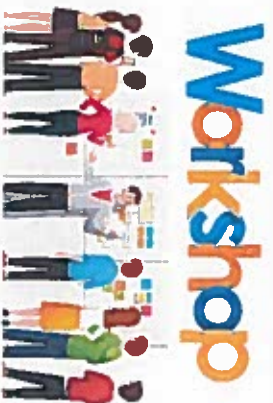
- ◆ Volunteer of the Month Nominations
- ◆ Kings Point Clubs
- ◆ Pet Vet Q&A Submissions
- ◆ Community Story Submissions

**KPNEWS@KPMMASTER.COM**

*\*Submissions must be received by the 15<sup>th</sup> of the month to be considered for the following month's issue.*



**Master Board Meeting**  
June 12<sup>th</sup> @ 9:30 AM  
Card Room - KPNCH



**Master Association Workshops**  
The 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Wednesdays Every Month  
9:30 AM  
North Forum, 2020 Building



**Presidents Roundtable Discussions**  
The Last Wednesdays of Every Month  
2:00 PM – Ripple Room KPNCH  
Open to Presidents and Board Members Only  
**RSVP Required**

**MEETINGS**



Follow us on  
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[@KingsPointMasterAssociation](https://www.facebook.com/KingsPointMasterAssociation)



**Kathy Crawley**

Contact Update

**kathy@kcpmaster.com**

## **Master Pond Committee Pond Report to date**

**May 2024**

**All ponds in Kings Point are part of a storm water management system that is the first step in water treatment of our drinking water supply. They decrease sedimentation and pollution of water ways, prevent flooding, filter sediments and pollutants, provide a diverse wildlife. They are a result of the Clean Water Act of 1972.**

Thank you for this opportunity to report on the work and goals of the Stormwater and Pond Committee. The Committee appreciates the support of the Master Board in these endeavors.

### **Adopt a pond (AAP)**

The following ponds have been or are involved in the Hillsborough County Adopt a Pond Program this year. Numbers:

- 1- Gainsboro Loop Gloucester -Planted south end
- 19- Oxford-Ready for planting, contract with Solotide pending
- 24 and 25- Acadia Greens-Close to planting- Needs Master funding
- 106\* and 115\*-Inverness-Next to be planted-funded by grants and AAP
- 108\*- Huntington-Close to planting, but needs funding-grants/fundraising
- 139\*, 140\* and 153\*- Richmond- designs and approvals complete, needs funding-grants and fundraising
- 14 needs design
- 5 - new request to join the program, design to be requested from County

A total of 19 ponds are involved in the initiative, 12 this years and 7 from previous years (1, 3, 28, 38\*, 45\*, 100\*, 103\*)

- Indicates Clublink pond

The County program provided all design work for these ten ponds at no cost to Kings Point. They will continue to assist Kings Point design appropriate plants for all KP and Clublink ponds. Their designs are approved by Southwest Florida Water Management District= and Hillsborough County Environmental Protection Commission.

Given the funding for the program is limited to \$10,000 this fiscal year, ponds 19, 24 and 25 will be the next to be considered for funding.

For Clublink ponds with completed designs, funding sources other than the Master will be explored by the project sponsors with the assistance of the committee. KP has approximately 50 plus acres of ponds and 13 acres of pond surface should have plant coverage. The Clublink and KP ponds are interconnected and should function flawlessly together and in compliance with all applicable regulations. Additional work needs to be done to coordinate between the Master and Clublink in this area

### **Seminars and educational events**

Two pond 101 seminars- Rob Davies

Presentation by Ed Sherwood, Tampa Bay Estuary Program

Presentation by Dr. David McMahon, Florida Fauna

2-3 articles submitted for Master publications

75 copies of Stormwater Systems in your Neighborhood distributed. These SWFWMD booklets have been sent to each Association president each of the past two years. All together 400 copies have been distributed in KP to date.

Additional educational materials for the website have been submitted to the Beard for approval

The county will be providing decals to mark our storm drains on what is appropriate to enter our storm water system. Pond committee members will install them.

Master and committee members receive ongoing educational materials, webinars and videos, UF provides excellent videos and webinars on stormwater management best practice. Articles from Stormwater Solutions are shared regularly.

Maggie Eliel resigned from the committee and Sheila Raskin is recommended to replace her on the committee.

Committee members now include: Anne Whitehall, Janice Rousseau, Paul Hubert, Rich Tomaski, Georgina Smith, Sheila Raskin.

The Master Board agreed to expand the role of the pond committee to include examining our storm water management system. Dave Reed volunteered to participate in this effort. He is a materials engineer and participated on the emergency access committee.

Grants or in-kind services received/pending to date:

Audubon-\$1000, Hillsborough County Adopt a Pond\$12,000, Florida Lake Management Society \$3200, Tampa Bay Estuary Program \$12,750

### **Future activities**

Continue expansion of adopt a pond participation.

Maintain adopt a pond flora by additional planting.

Research and seek additional grants to fund all manner of stormwater management activities

Survey inflow and outflow structures and sedimentation for follow up recommendations.

Research greater involvement of KP in County flood control activities and funding opportunities.

Continue educational activities

# FINANCE COMMITTEE ANNUAL REPORT

03/31/2024

## FINANCE COMMITTEE ASSIGNMENT:

- Work with the Master's Property Manager, Accounting Firm and Auditors to oversee the development of the one and five-year budgets for the Master Association, including operating budgets and reserves.
- Carefully review all proposed annual budget items along with supporting documents and perform an in-depth review and comparison of current proposals with prior year's budget and performance.
- Complete a quarterly review of the expenses charged to various entities to assure compliance with the approved budget and method of allocation.
- Alert Master Board of any actual or potential "over budget" spending. When charged by the Master Board, provide support and assistance to other Committees in connection with new endeavors under consideration, or contracts being dealt with.
- Advise the Master Board regarding investment and loan options as requested.

THE FINANCE COMMITTEE MEETS ON A QUARTERLY BASIS TO REVIEW THE ACTUAL EXPENSE VS BUDGET AS WELL AS INCOME VS BUDGET AND HELPS TO PREPARE THE TREASURER'S REPORT GIVEN TO THE BOARD OF DIRECTORS.

DURING BUDGET PREPARATION THE COMMITTEE MEETS WEEKLY AS NEEDED IN ORDER TO PREPARE THE ANNUAL BUDGET IN NOVEMBER (WHICH THIS YEAR WAS ONLY AN INCREASE OF \$2.81!!)

AND THEN THE BUDGET IS PRESENTED TO THE BOARD FOR APPROVAL. OF COURSE, IF THE BOARD HAS ANY ADDITIONAL PROJECTS FOR THE COMMITTEE TO RESEARCH, THEN THE COMMITTEE WOULD MEET ACCORDINGLY



Disaster Planning Quarterly Report for the Master Association Board

Presented on May 8, 2024, Board Meeting.

The Committee began meeting on February 15, 2024. We prepared for the Disaster Planning Association Workshop, the Disaster Planning Symposium and updated our project list and established committees.

We reviewed projects plans for the year.

Assist the Radio Club in buying and placing a new antenna for use in the community.

Star link system, Master purchase the system and committee will establish the process and procedures for utilizing the system.

Committee to research and consider developing a local alert system for our KP residents.

Committee to produce a new video for 2024 for the community.

Continue to review the status of potential disasters.

Review DP website and send eblasts, as necessary.

Prepare for annual events in 2025.

**Completed projects.**

At the Association Workshop April 10, 2024, over two hundred Association Board members were in attendance. The presenters were members of the Committee and the Community. Association Handbooks were distributed to the attendees. The Handbook is available on the Master website.

At the Symposium on May 1, 2024, attendance was 250 residents. The presenters were individuals from the county, state, local clubs and services. They all spoke about the resources available to our residents in case of a disaster.

We will continue to work throughout the year, hoping there are no disasters to prepare for in 2024.

Mary Ann Meeker

## Landscape Committee

As some of you may recall, last year the committee undertook the responsibility of researching and overseeing the bid process for a landscape architect. After careful consideration, we recommended the Master to hire Fieldstone Landscaping, and since then, the board has been diligently working with them on the designs.

However, there may be a slight delay in this process. The Master is exploring the possibility of expanding our visitor lane at the front gate, a project that could significantly impact the area we are designing. Therefore, we need to wait until a decision is made on this project before finalizing the front gate design.

Once all designs are finalized, we will present three options for each area to the community. These designs will be shared through e-blasts and displayed on easels in the clubhouses for everyone to review as the community will have the opportunity to vote on the design choices.

Following the selection of the final designs, our committee will begin meeting regularly and initiate the process of researching companies to execute the work and commence the RFP process.

The design areas are:

- Front Gate
- Kings Blvd Medians from the front gate to Hammersmith
- Hassell Park
- The roundabout at the Kings Ext.
- Islands at each end of Vilmont Greens



## Master Community Planning Committee

Eileen Peco; Barry Ross; Enrico Palumbo;  
Mark Neckes; Paul Grossman  
Gerald Stanford; Sandy Collins  
Master Oversight Director – Chris Robinson  
Federation Board Liaison - Shirley Bardell

## KINGS POINT VISION/MISSION/CORE VALUES/EDUCATION, STANDARDS, BEST PRACTICES

### VISION STATEMENT (describes what the community aspires to be)

The Kings Point vision is to be the 55 and better community of choice, offering small-town community culture with a plethora of amenity and lifestyle options and superior residential services.

### MISSION STATEMENT (core or purpose of the community – what we do and for whom)

Kings Point community is dedicated to sustaining and improving the Lifestyle opportunities for its residents. Its future growth and development plans will include the amenities, the Associations, and the common areas with reasonable recommendations for funding asset protection, while keeping the “community” feel of Kings Point intact.

### CORE VALUE STATEMENT (principles & ideals provide an ethical context for decision making)

To live in a community of neighbors with a sunshine state of mind, where Associations are maintained to community standards; high integrity and respectful governance is demonstrated through comprehensive fiduciary responsibility that enhances the value of the entire community; and while conducting ourselves with honesty and integrity, are engaged in life’s activities, and welcoming of new ideas, appreciative of each day.

### COMMUNITY EDUCATION, STANDARDS, BEST PRACTICES FOR COMMUNITY LEADERSHIP & OWNERS

The annual Association Director training is insufficient. Many residents in Kings Point have never lived in a condo or HOA residential area. While the Land Trust provides regular training sessions for new residents regarding the use of the Recreational Facilities, there is no “onboarding” curriculum to help new residents learn about living in Kings Point.

### Action

- **2024:** Work with professionals to develop a curriculum that is specific for Kings Point leadership (directors, etc.) and for residents. Investigate CAI (Community Associations Institute) and HOAleader.com, etc. education programs which can be adjusted to meet Kings Point needs.
- **2025 - Ongoing:** Introduce training classes for all board members as they come online in first quarter and throughout the year. Adjust courses as needed for the unique Kings Point environment.
- **2024 – 2426 - Ongoing:** Joint meetings conducted by professionals between the Master and Federation Boards to develop and agree on standards and best practices for board members to work together effectively.

## GOVERNANCE STRUCTURE OF KINGS POINT

The Master Bylaws Article VII Duties of the Directors Section 1. E. stipulates the Master will coordinate with the Federation and Land Trust as needed for effective plan implementation. A quarterly update report is to be presented to the Membership. (The Federation Bylaws do not address working with the Master Association.)

### **Working Together**

Formalize a process for the Master and Federation to facilitate working together, developing cohesive plans, and keeping the Membership informed, i.e. a **Representative Joint Advisory Council (KPAC)**, consisting of representatives of both Boards, Management, and Resident inputs. This organization is not a decision-making entity – it is a recommending body.

### **Action**

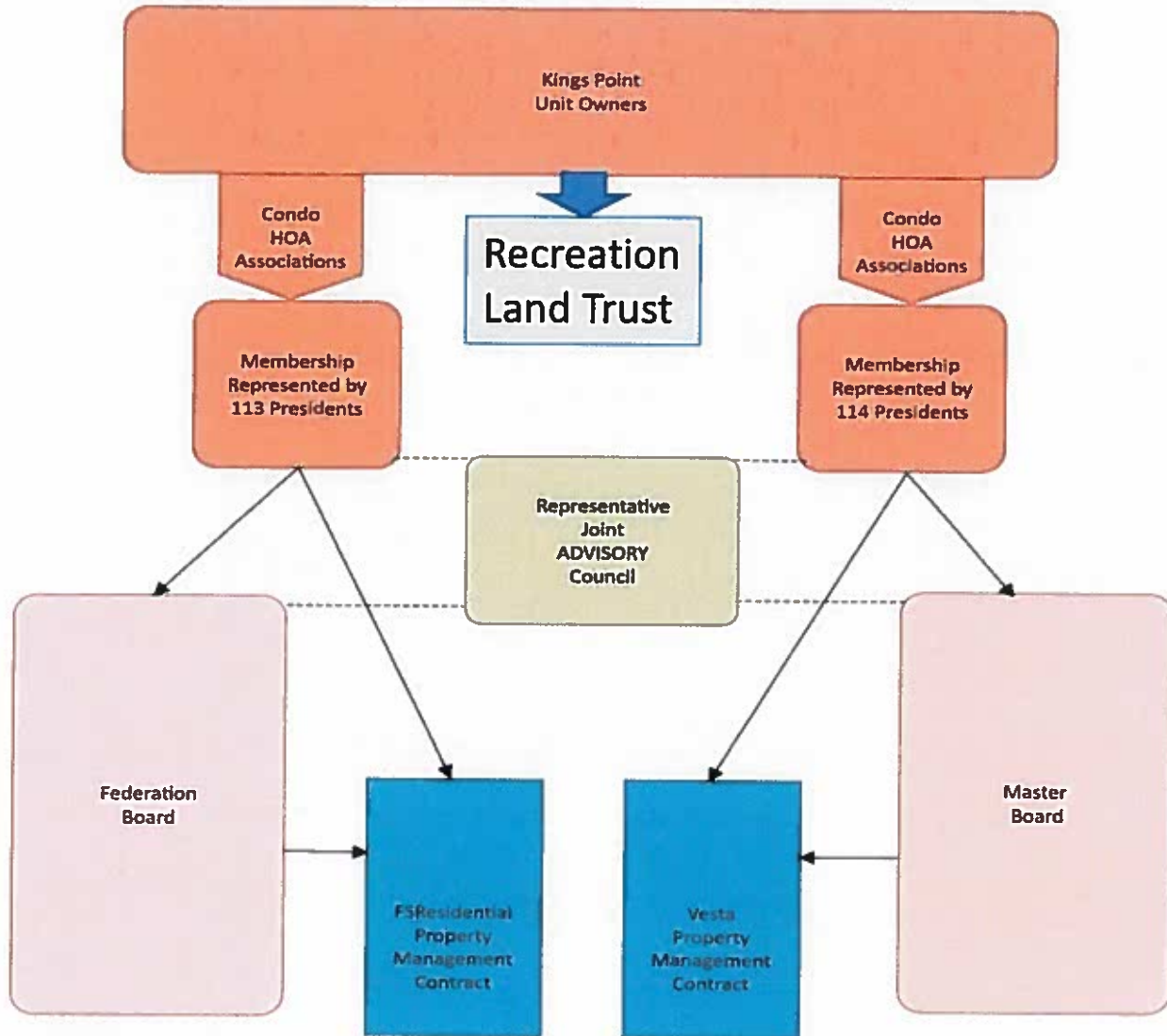
- Reviewed the current governing structure of the Federation and Master Associations.
- Propose the development of a Kings Point Joint Advisory Council (KPAC) to meet on a regular basis to consider policy and operational issues impacting Kings Point that are common to the Federation, Master, and Land Trust. KPAC findings would be reported to both the Federation and Master Boards for their consideration and possible action.
- Sample Structure of KPAC Membership: 7 Member Council - 2 Federation Board Members; 2 Master Board Members; 1 Land Trust General Manager; 1 KP Association General Manager; 1 Master Association General Manager.
- Formalize the process with jointly developed Operating Procedures that include regular meetings and presentations to the Kings Point Membership.

### **Timeline**

- **2024** Obtain legal counsel and professional expertise to develop and formalize the process and structure.
- **2025** Get Community input as needed, prepare detailed plan, and begin staffing. Develop performance measures and an evaluation process.
- **2026 - 2028** Monitor the structure and process, adjusting as needed.

***This formalized process will help to clarify areas of unclear responsibilities among the various entities within Kings Point and will provide a way to bridge the gaps in dealing with community needs in a cooperative manner.***

**EXAMPLE OF JOINT ADVISORY COUNCIL ORGANIZATION WORKING WITH BOARDS**



***Legal Opinion Regarding Merger of Kings Point Master Association, Inc. and the Federation of Kings Point Associations, Inc. into a Single Entity:***

*The Committee received a preliminary legal opinion in 2020 regarding the potential viability of a merger between the Sun City Center West Master Association, Inc. and the Federation of Kings Point Associations, Inc.*

***Conclusion: It appears that it would be more fruitful to try to explore other means & methods for resolving any conflicts in a mutually acceptable manner.***

## **KINGS POINT: EXTERNAL IMPACTS (Statute changes; Nearby Communities growth/development)**

Growth and development in nearby communities beginning in 2021-2022, along with changes in the Florida Statutes is already having a significant impact on our Kings Point Community – and this is likely to continue throughout our planning period. The Master, Federation, and Land Trust needs to actively monitor these external impacts, and 1) influence the events in our favor, or 2) actively prevent events that will create issues for the Kings Point Community. For example:

- Sun City Center Community Master Plan Vision
- Ruskin ReIMAGINED: revitalization and redesign of downtown area – how will this affect traffic, etc. (began in 2022 and continues during our planning timeline.
- Wimauma Community Planning: Started in May 2022 (includes downtown redevelopment & pedestrian crossing along SR674, etc.)
- South Shore Chamber of Commerce (consolidation of the Sun City Center Chamber with Ruskin, etc.)
- Golf Course Redevelopment or Repurposing in Florida. (Status of ClubLink?)

These initiatives have the potential to benefit Kings Point, or result in undesirable community issues such as traffic congestion, increases in crime, etc. On a positive note, are there opportunities for new more convenient services, such as restaurants, shopping, the new Moffitt Center on SR674??

### **Action**

- **2024 – On going:** Establish Task Teams or retain a consultant to monitor evolving external events and identify positive/negative impact on Kings Point. Develop plans as needed during the planning cycle to benefit Kings Point. (Currently Master is monitoring the real estate situation (attending Realtor Arena), Chamber of Commerce meetings, SCC Community Forums, etc.) Seek opportunities to develop sources of income for Kings Point to benefit the residents.
- **2024 – 2025:** Develop Traffic Plan for Front Gate. (Front entrance traffic issues are increasing due to external growth & development resulting in increased traffic and congestion on SR674. Evaluate adding a second visitor lane at the front entrance. Also redirect golf cart traffic at Clubhouse Drive.
- **2026 – 2028:** Implement Traffic Plan for Front Gate.
- **2024 – 2025:** Continue with follow-up on the ClubLink Lease of the closed courses which expire in est. 3 years. Consider feasibility of use – partner with a developer; evaluate re-zoning?

## **KINGS POINT RESIDENT SURVEY OF UNIT OWNERS & TECHNOLOGY DEVELOPMENT**

Expectations of both current and future residents of the community are changing over time. The 2012 Survey drove many of the new activities and changes introduced in the last 12 years. Another comprehensive survey should be done to determine the expectations of current and new owners.

### **Action**

- **2024:** Retain the services of a professional research entity (e.g. a university group or professional research firm) to begin development of a survey to launch in 2025.
- **2025:** Launch a comprehensive survey including the amenities, new technologies, etc. to determine Owner expectations.
- **2026 - 2028:** Analyze the Survey Results for use in the planning process for future changes in Kings Point.

## **TECHNOLOGY DEVELOPMENT**

Evaluate and monitor the impact of technologies such as Artificial Intelligence, Solar Lighting, Area Wifi, etc. Investigation with TECO indicates they will bury the electrical wires in the next 3 – 15 years. Solar lighting options are evolving, and a plan should be made as it progresses and costs are evaluated.

### **Action**

- **2024 - 2025:** Monitor Solar Lighting options for possible use and cost savings over time. Currently cost for new poles is prohibitive. Monitor the evolution of AI and assess benefits as it develops.
- **2026 - 2028:** Follow up with TECO regarding potential of buried electrical lines.  
Continue to monitor Solar and AI opportunities.

## **OTHER MASTER COMMITTEES (report to the Master Board)**

- **Disaster Planning Committee**
- **Event Planning Committee**
- **Storm Water and Pond Committee**
- **Master Landscape Committee**
- **Master Finance Committee**