

**SUN CITY CENTER WEST MASTER ASSOCIATION, INC.**  
**SPECIAL BOARD OF DIRECTORS MEETING**  
**May 18, 2017**

**Purpose: Regular Business**

**I. Opening**

**A. Call to Order** by President Haggerty at 2:00p.m. in the 2020 Centre Forum Room, 2020 Clubhouse Dr., Sun City Center, FL.

**B. Quorum present:** President Jim Haggerty, Vice President Forrest Davis, Secretary Tom Barba, Director Jane Boccieri. Absent: Treasurer Bob Peyton. Also present Dana Lin Phillips Master Assoc. Manager and Pam Torpey, Assistant Manager.

**II. Minutes:**

**A.** Vice President Davis made a motion, seconded, to approve the minutes of 3/21/2017 Special Board Meeting. Motion carried unanimously.

**III. Reports:**

**A. President's Report:** A report was given by President Haggerty.

**B. Treasurer's Report:** no report given

**C. Manager's Report:** A report was given by Manager Phillips.

**IV. New Business:**

**A. Lawn-Landscape Agreement –**

1. Motion by Vice President Davis, seconded, to cancel the Lawn/Landscape/Irrigation Agreement with BrightView Landscape, Inc. effective June 1, 2017. Motion carried unanimously.

2. Motion by Vice President Davis, seconded, to enter into an Agreement with Yellowstone Landscape, Inc. to provide Lawn and Landscape maintenance for a period two years, ten months, effective June 1, 2017. Motion carried unanimously.

**B. Reimbursement for Learned Flow Repairs** - Motion by President Haggerty, seconded, to accept Mainscape's offer of \$4,000 in reimbursement for repairs performed by ITS to Lower Loop irrigation 1" lines and sprinklers while performing the "learned flow" activity. Motion carried unanimously.

**C. Transfer Funds from Reserve to Operating** – Motion by President Haggerty, seconded, to transfer \$20,000 Reserve funds to Operating Expense, monthly when needed, to pay excess irrigation mainline repairs and to reimburse the reserves through the budget process beginning April 1, 2019. Motion carried 3-1.

- D. **Energy Audit** – Motion by Director Bocchieri, seconded, to accept the proposal by ICG to conduct an energy audit electric invoices to determine if there are any added charges that can be recovered from TECO. Cost for the audit is 50% of any monies recovered. Motion carried unanimously.
- E. **304 Kings Blvd. – 3-Phase Pump Electrical Hookup** – Motion by Secretary Barba, seconded, to approve TECO installing a new pole and three transformers to run electricity to the hand-hole for a 3-phase electrical installation and for F&L Electric to run the power hookups from the hand-hold to the new well location for the 40hp 3-phase pump. Exact cost will not be known until TECO issues the permit. Motion carried unanimously.
- F. **Ratification of Property Maintenance Policy** – Motion by President Haggerty, seconded, to ratify the following policy which is that which has been followed by condominiums, HOA, and Master Association:

**Privacy Berm Maintenance Policy:** “Recognizing that privacy berms throughout the Kings Point community exist for the benefit of a condominium or a Lot Owner, and accepting that condominium or Lot line boundaries may in some areas transect a privacy berm so that part of the berm is not entirely within a condominium or Lot boundary line, the responsibility for maintaining landscaping, trees, irrigation, and mulch for such privacy berm has historically belonged to the bordering condominium or Lot Owner. The condominium or Lot Owner maintains both sides of the berm to the bottom of the slope. Where there is no sidewalk along a roadway, the turf and irrigation zone is maintained to the road edge by the condominium or Lot Owner. Where there is a sidewalk, the turf and sprinkler lines and emitters are maintained to nearest edge of the sidewalk by the condominium or Lot Owner. Where there is, the Master Association maintains any turf between the roadway and a sidewalk as well as any sprinkler lines and emitters within that space.” Motion carried 3-1.

G. **Other:**

1. **Golf Course Restrooms:** Motion by President Haggerty, seconded, to close the Executive, Cypress Greens, and Sands golf course restrooms until further notice. Motion carried unanimously.
2. **Bedford Trail storm drain pipe:** Motion by President Haggerty, seconded, to approved Global Engineering’s proposal of **\$20,146.91** to replace approximately 48’ of deteriorated 36” metal storm water drain pipe at Bedford Trail with ADS “load bearing” [polyethylene (HDPE)] pipe. Motion carried unanimously.
3. **Bedford Terrace Tram Turnaround lighting:** Motion by Director Bocchieri,

seconded, to add a street light within a Member Association's boundary only if the Member Association pays for the installation. Thereafter, the Master Association is responsible for the monthly rental cost for the light and pole or for cost of upgraded fixture's wattage. Installation and ongoing cost for area lights (lights that are not adjacent to a roadway) are wholly paid for by the Member Association. Any request for additional lighting, relocated lighting, or light fixture upgrades must be submitted to Master Association, to determine the need prior to approving any additional lighting costs. A Teco Engineer is the only person authorized to determine what changes, if any, can be made to any existing lighting configuration. Motion carried 3-1.

**4. Correspondence Policy:** "The Master Association board shall keep a correspondence book at the Management office. Any correspondence directed to a board member or to a manager shall be inserted in the correspondence book, along with any answer to the correspondence. Management shall have the authority to answer any correspondence related to day-to-day operations. The Board President shall answer any correspondence relating to Master Association policies or inquiries from news media. Inquiries pertaining to legal issues are to be answered by legal counsel."

V. **Open Forum/Announcements** – Concerns were expressed about: 1) Feral Pig activity; 2) Privacy berm maintenance

VI. **Adjournment:** There being no further business, the meeting adjourned at 2:15 p.m. - May 18, 2017.