

FEDERATION OF KINGS POINT ASSOCIATIONS, INC.

1902 Clubhouse Drive, Suite A

Sun City Center, Florida 33573

Telephone: (813) 633-2083

Please find attached a copy of the reports from the Federation Board of Directors Meeting that was held on Wednesday, November 8, 2017.



TO: Federation of Kings Point Associations Board
FROM: FirstService Residential – Rick Dowsell, General Manager
DATE: November 8, 2017
SUBJECT: The FirstService Residential Management Report

All Federation Directors presently sitting on this Board are current owners of condominium parcels or single family dwellings in the District they represent within Kings Point. This verification is based on information published in the public records of Hillsborough County on November 3, 2017.

Financial statements and reports continue to be completed and delivered accurately and in a timely manner by the 21st of the succeeding month. FirstService Residential provided individual association accounting conferences at the Kings Point FirstService Residential office during the month of October. The association treasurers and presidents that utilized this meeting were provided answers to any questions regarding their financials by Debbie Lauber. Please contact the FirstService Residential office to schedule a conference in November.

FirstService Residential has started mailing the 2018 Annual Meeting First Notices for those associations scheduled for early January. Please return the appropriate completed forms as requested. FirstService Residential is also coordinating the 2018-2019 Budget Process. Please work with your community association manager in developing your individual association budget needs. Association budget packets will be available for pick up at the FirstService Residential office at 8 am on November 14th, 15th, 16th and then at the Budget Presentation meeting on Friday November 17th following the regular monthly Membership Meeting at 9:30 am in the Veterans Theater.

OLM completed a random inspection on October 25th. The full report of OLM along with additional information regarding Work Schedules etc. is available on the KPSCC.com website Landscape page. OLM will have a graded inspection on November 27, 28, 29, 2017. OLM's full report will be posted on the KPSCC.com Landscape page.

Darryl Flint, Landscape Contract Manager continues to monitor and work with MainScape Management to get the landscape services back on schedule.

Mulch Installation Information for each association is available for pick up at the FirstService Residential office. Mulch samples of Pine Bark and Cypress Grade B are also available for viewing at the FirstService Residential office lobby. Please review the information and complete your order and returned your signed mulch order paperwork to the FirstService Residential office by November 27th. You will be notified of your installation day in January. If you have any questions, contact Darryl Flint at POC@fsresidential.com



**Federation Board of Directors Meeting
November 8, 2017
General Manager's Report**

I. Recreation

A. Operations:

1. **2017-18 Winter Series:** Series brochures are out on the shelves. The Winter Series tickets sales have started and shows have been contracted for \$80,500 for the 2017-18 season. Current revenue for 3,788 tickets is \$68,421 thus recovering 83% of the contract cost. The first show is The Four Freshman on December 11, 2017.
2. **Fitness Center and Spa Usage:**
 - a. **Fitness:** Fitness Center usage for October is attached below.

2017- Oct- Fitness

Oct	KPCH'17	KPCH'16	KPCH'15	KPSC'17	KPSC'16	KPSC'15	2020'17	2020'16	2020'15	Total Oct'17	Total Oct'16	Total Oct'15
Group Exer	1,643	1,325	1,020	611	648	712	2,443	2,426	2,528	4,697	4,399	4,260
Fitness Center				2,194	2,485	2,370	5,075	4,834	5,658	7,269	7,319	8,028
Orientalations				5	3	2	41	27	67	46	30	69
Total	1,643	1,325	1,020	2,810	3,136	3,084	7,559	7,287	8,253	12,012	11,748	12,357

	Fitness	Group X	Total YTD'17	Total YTD'16	Total YTD'15
Overall YTD Oct'15	44,365	27,976	77,332	75,660	72,341
Overall YTD Oct'16	42,855	32,805			
Overall YTD Oct'17	52,948	24,384			

- b. **Spa:** The Spa performed 620 services in October on 299 clients. October figures for services and merchandise sales were \$16,115. These services are 9% up over the same period last October, and are 14% under budgeted forecast. .
3. **Pointer advertising:** There were \$2,245 in ad sales for October with YTD sales at \$16,073.
4. **Guest pass and badge sales:**

2017-18 Sales:	October	YTD '17-18
1-Day Pass	\$2,105	\$15,227
Replacement Badges	\$0	\$340
Total		\$15,567

5. **The Florida Lottery:**

Online Tickets:

October Sales	\$2,848
Total Sales	\$158,423
Total prizes Paid	\$26,508

Scratch Off Tickets:

October Sales	\$18,765
Total Sales	\$418,038
Total prizes paid to date	\$272,782

II. Operational notables:

A. Projects for 2017-18 are underway:

1. New monument signs for the Main Clubhouse and North Court Complex areas are completed. Installation is completed with landscaping treatment around the signs to follow. Cyber Café sign is still outstanding pending final county inspection.
2. North Club budgeted projects currently out-to-bid include: a) Replace 5 AC units, b) Replace 5 exterior doors, c) Replace 2 electrical panels, d) Refurbish women's sauna and e) Remodel staff restroom.

3. South Club pool replacement umbrella fabric will be installed by the end of the month.
4. South Club indoor pool replacement doors will be installed by mid-November.
5. Palm Court catering kitchen replacement freezer ordered.

III. *Transportation*

A. *Occupancy*

<i>Revenue</i>	<i>Trip Count</i>	<i>Sold/Avail</i>	<i>Occupancy %</i>
\$9,488	10	336/580	58%

IV. *Security*

A. *October data:*

1. *Passes:* Total issued in October: 10,675
2. *Security Patrol:* 2869 miles driven
3. *HCSO report:* 12 hours – 17 citations – 67 miles driven

B. *Operations:*

1. *October Stats:*

- a. Total number of incident reports written: 51
- b. Total number of phone calls received: 9,495
- c. Daily avg number of phone calls received: 306
- d. Highest call volume: October 20 333

2. *Notables:*

- a. An anonymous caller contacted the front gate to inform them that someone was going door to door trying to sell golf carts. An officer was dispatched and spoke to the employee of the golf cart company who informed him he had been asked to evaluate a golf cart for a resident who was buying the cart from a private party. The resident confirmed the explanation.
- b. A resident called the gate concerned someone may be in trouble because they heard people yelling out a name. A patrol officer was dispatched and found out a new resident's dog had run out the front door and the owners were trying to find the dog.

Lawn and Landscape Contract Planning Committee

Report to FBOD at November 8, 2017 Board Meeting

Vice President Chace, I am Dorchester A President Jim Kulp, reporting on behalf of the Federation's Lawn and Landscape Contract Planning Committee, which we have nicknamed "LLCPC".

To date, the committee has met five times, most recently yesterday afternoon.

As per the charge given to the committee and working in conjunction with legal counsel Eric Appleton, the Committee has created a "Request For Proposals" (RFP) and a "Draft Contract". We have also generated a list of Landscape Contractors whom we will eventually invite to bid for our Lawn and Landscape service.

Having experienced multiple Lawn, Landscape and Irrigation Contracts in the past decade, we are going to recommend some changes to the way we contract for Landscape services.

Both the Board and the Membership have made many suggestions which this committee will be recommending be included in both the RFP and the actual final Contract.

In particular, we are recommending fragmentation of the Landscape Areas and Landscape Tasks into multiple sections of the bulk Contract. Each section will provide for like services but each section can be bid on separately. We are also recommending changes to the Contract Language which are intended to provide better tools for enforcement. These are the suggestions we heard most from the Owners, Association Boards, Presidents and the Federation Directors.

In fact, the "charge" for the Landscape Committee includes those suggestions.

As is standard procedure, the LLCPC will make a formal recommendation to the Federation Board of Directors at a Special (Closed) Board meeting on the 13th of November. It should be noted that President Argott will neither be present nor vote on the RFP recommendation made at this meeting. which will therefore be chaired by the Vice President. Once the Recommendation is approved by the Federation Board, invitations to bid will be mailed to the designated list of Contractors. Also, according to standard practice and procedure, the process of mailing bid invitations and receiving back bid proposals will be conducted by and coordinated by Attorney Eric Appleton.

In order to maintain the integrity of the formal bidding process we are not able to elaborate on specifics of any of the RFP or proposed contract items at this time.

Thank-you

SEC Report
November 8, 2017

The Standing Election Committee will be presenting at the November 17th Membership meeting the Bylaw Amendment, changing the length of terms for Directors. The committee has spent several months on this topic and it is now time for the residents to have their voice. A note to remember, there is not a sitting member on the existing board that will benefit from this change. The cycle, if approved, will be completed by the year 2021. As it stands now, we have more than half of the Directors leaving office and the stability of Kings Point is weakened. The committee would like to thank all the residents who have asked questions concerning this important issue. I would like to thank all the Associations who ask us to speak to them on this issue. The committee will still answer any questions that come forward until the vote is cast next week.

SEC Committee Members
Tom Murphy, Chair
Ralph Belcher
Chuck Huften



**FEDERATION MARKETING COMMITTEE
REPORT TO BOARD OF DIRECTORS
MARKETING ACTION PLAN SUMMARY – November 08, 2017**

Marketing Action Plan

- **Develop a unique Kings Point Brand Identity and Positioning**
- **Develop a separate Kings Point Website for the sole purpose of promoting Kings Point**
- **Promote the Marketing Plan internally to residents**
- **Welcome Center Concept (feasibility study for future potential)**

KINGS POINT BRAND IDENTITY AND PROMOTIONAL WEBSITE: KINGSPUNTSUNCOAST.COM

- As the Committee sees an evolution in the perceptions of new residents, and the advertising of developers, we are working with Bayshore to review the SEO (search engine optimization) keywords on all of the pages for potential updates. This process consists of “tweaking” the language used on the web site to attract potential visitors.
- The Committee has also been researching website trends to determine if some main pages should be modified within the parameters of the website design. Trends include 1) larger images on home and main breakdown pages; 2) minimalism, tactile, less menu options to provide a cleaner look; 3) personal images rather than general stock images; 4) “Join” information to sign up for emails to stay in touch with the visitor. The Committee is working with Bayshore to identify modifications that can be achieved without additional costs.
- New Sections added this year include the Kings Point Activity Trails (closed golf course paths) with a printable map of the paths (see attached); a printable tri-fold e-brochure; and the Kings Point Merchandise program.
- An ad was placed in the Observer News Welcome Back Edition that just arrived in the newspaper. Last year this strategy resulted in many new visitors to the web site. We will track hits from the ad this year and provide a report.
- Traffic to the site:
 - Last year there were major Internet issues with spam traffic system wide. We were battling an increased amount of Direct Traffic, elevated Bounce Rates, high numbers of New Visitors with very low Page Visits and average time on our site – all indications of this spam traffic. Currently while Direct traffic is down 25% (2,090 visits in September), Organic traffic is up 120%, Bounce Rate is down 25%, and Pages/Visit are up 25%, all indicating more normal patterns of traffic.
 - Top Landing Pages continue to be the Home Page, followed by Properties: Sales and Rentals. This tells us that the site is reaching people who are interested in retirement homes.
 - Bayshore continues to work with the Committee and Vesta to improve our integration of social media and email with our website. The Vesta team has made some changes so the email blasts encourage more users to visit the website.

Future Action Items:

- New Cyber Café Section is under development.
- Analyze traffic and revise the main page to keep it fresh and interesting. Continue to refresh the graphics, photos and text and add new pages relevant to the target market to encourage visitors to remain on the site.
- Monitor SEO results with Bayshore and oversee ongoing tactical modifications of the site to improve positioning on search engines. Meet monthly with Bayshore Marketing and the Vesta team.

KINGS POINT SIGNAGE

- All signage on Sun City Center Blvd. has been completed with the new Sunshine State of Mind motif.
- Sunshine State of Mind Motif was added to some of the Kings Point buses.

The proposed Marketing Budget for 2018/2019 was provided to the Federation Treasurer and remains the same as last year, if approved.

KINGS POINT SUNCOAST PRESENTS
KINGS POINT MERCHANDISE
 Go Out In Style

Add a little Kings Point flair to your wardrobe.
 Shop shirts, hats, bags, towels, shorts, slippers and more.
 Products available in various colors and sizes.
 Simple and easy! Buy online and have shipped directly to your home.
 Custom personalization is available for shirts and beach towels! Whether you want to show off your club or make sure you don't lose that amazing beach towel, personalization is simple.

Shop Now! www.KingsPointSuncoast.com

Kings Point Merchandise Program

A major initiative, led by Vesta, is the development of a Kings Point Merchandise Program that enables individuals, clubs and organizations to purchase Kings Point logo products.

- Purchasers link to the retailer via the KingsPointSuncoast.com web site.
- Products are purchased directly from the retailer and shipped directly to the customer.
- Rules have been established to protect the Kings Point logo design.
- Kings Point will not carry any inventory (other than some display items) or sell directly.

INTERNAL COMMUNICATIONS INITIATIVE

Posting in Pointer to encourage residents to visit all of the web sites and social media to stay informed.

Activity Trails Section

KINGS POINT [HOME](#) [COMMUNITY](#) [LIFESTYLE](#) [CONTACT](#) [PROPERTIES](#)

Sunshine State of Mind

Residents walking and biking on the Activity Trails

KINGS POINT

Keep up with what's going on in your community

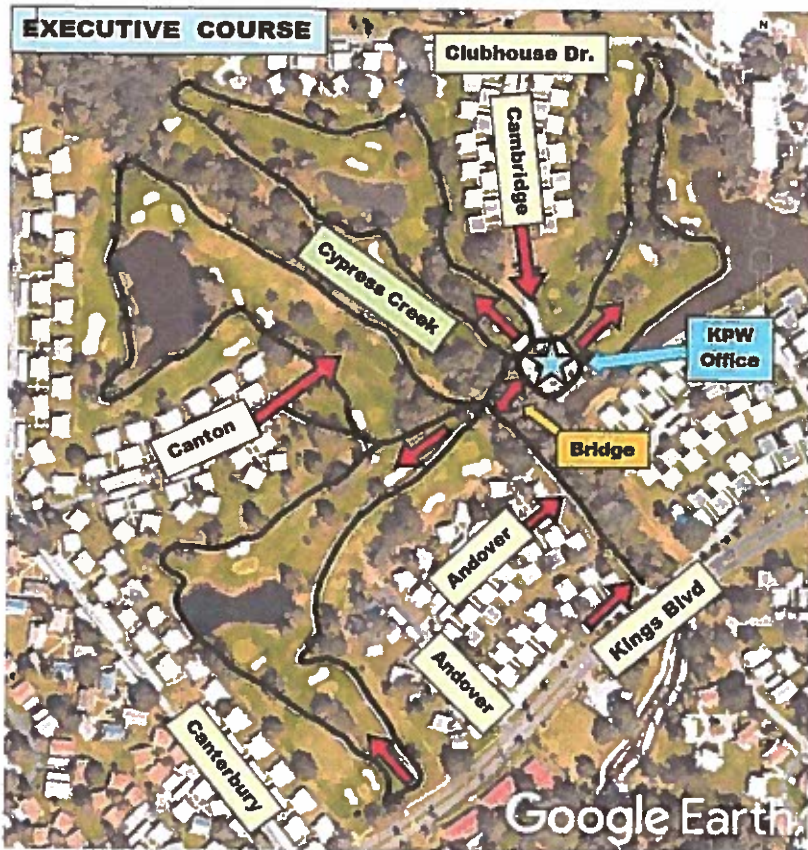
KingsPointSuncoast.com
KingsPointSunCityCenter.com
KPSCC.com

Get info right in your inbox!
 Sign up for our monthly e-blast at KingsPointSunCityCenter.com

Follow us on Facebook & Instagram @ Kings Point Suncoast

MASTER ASSOCIATION – GOLF CART PATHS

11-07-17



Using the Leased Golf Courses

The Master Association has leased the closed Kings Point Executive Golf Course and the Sands and Cypress Nines on the closed Falcon Watch Course. These closed courses can now be used by all residents of Kings Point under the following conditions:


Allowed:

Walking, jogging, leashed pets, golf carts, bicycles, wheeled chairs, exercising, kite flying, skating, catch and release fishing.

Prohibited:


Cars/trucks/ motorcycles, boating of any kind, swimming/ wading, loud noises, littering, feeding or disturbing wildlife, skateboards, remote controlled devices, firearms /air guns /archery.

RULES OF ENTRY

-  **Entry Point**
- **Speed Limit – 15 MPH**
- **Golfing activities are strictly prohibited.**
- **Do not enter after dark.**
- **This land is not monitored, enter at your own risk.**
- **Persons under 18 years old must be accompanied by an adult.**
- **Beware of alligators, wildlife burrows, and uneven ground.**
- **Golf carts yield to pedestrians – pedestrians have the right of way on all paved paths.**
- **Dispose of dog waste using sealed bags and remove from property – do not leave dog waste on the property.**
- **Do not stand on any storm water structure or grate.**
- **Respect the privacy of adjacent homeowners.**



Federation of Kings Point Associations, Inc.

Date: November 1, 2017
To: Kings Point Association Board of Directors
From: Bill Piper, Federation Treasurer 
Subject: 2018-2019 Federation Operating Budget

Per the Federation of Kings Point Associations, Inc. Amended and Reissued Bylaws. Article X. Fiscal Affairs - Section 2. *Members shall be entitled to receive a copy of the Federation budget by mail at least fifteen (15) days prior to a meeting of the Federation at which the budget will be considered by the Members.*

Please find on the reverse side of this memo a copy of the 2018-2019 Federation Operating Budget.

The budget will be presented to the Membership for approval at the Federation Special Membership and Annual Budget Review Meeting on Friday, November 17, 2017 immediately following the Federation Membership Meeting in the Veterans Theater.

If you have any questions please feel free to contact me at 813-938-8939 or by email bpiper941@gmail.com

CC Federation Board of Directors
Rick Dowswell, Regional Director, FirstService Residential

FEDERATION OPERATING BUDGET
APRIL 1, 2018 – March 31, 2019

Funds/Reserves Accounts	Amount		Recommended		Annual Variance
	Budgeted 4/1/2017	CPU 5525	Budget 4/1/2018	CPU 5525	
Legal Fund	\$30,000.00	0.45	\$62,386.00	.94	\$32,386
Grounds Clean-up	\$0.00	0	\$5,000.00	0.08	\$0.00
*Landscape Fund	\$5,304.00	0.08	\$5,304.00	0.08	-\$5,304.00
Insurance Deductible Fund	\$21,048.00	0.32	\$88,664.00	1.34	\$67,616
Marketing Fund (transition)	\$30,000.00	0.45	\$24,500.00	0.37	-\$5,500
Operating Expenses	\$14,222.00	0.21	\$14,022.00	0.21	-\$200
Total:	\$100,574.00	1.51	\$199,876.00	3.01	\$99,302.00

Legal Fund – The 2017/18 budget was increased but expenditures increased at a higher rate of 20% over anticipate expenses and may ultimately be above these projections. The increase rate depends on the landscape contract negotiations this year and next. It is anticipated that contract reviews and unexpected contract negotiations along with increasing legal advice and response to community situations will continue to increase to the bill for legal services.

Grounds Clean-Up – It was hoped that expenditures for 2017-2018 would continue to be zero but Hurricane Irma may cost several thousand dollars for cleanup. The projected reserves of \$45,280 is adequate to cover fence maintenance and/or storm cleanup not covered by insurance. The previous transfer of \$6,716 to the landscape fund to cover expenses of TARR at the start of summer 2016 fiscal year and the 2017 transfer of \$5,000 to legal had reduced the reserve to \$40,279, the current balance. New funds are recommended for the 2018/19 budget of \$5,000 but any further reduction in the reserve amount should be addressed next year.

***Landscape Fund** – The account was established in 2016 to abate any unexpected or unusual landscape expenditures. The cost for problems such as the TARR, that were beyond the scope of the current landscape contract will have some funds available. It is recommended an addition of \$5,304 be added to the account for 2018/19 fy at a minimum. Future boards may elect to establish a minimum for this account.

**FEDERATION OPERATING BUDGET
APRIL 1, 2018 – March 31, 2019**

Insurance Deductible – The Administrative Code requires a balance of \$50,000 minimum balance for the account. The amount required to meet the anticipated expenses and maintain the required balance is \$88,604. Changes to Operating Procedure 6, adding a \$500 deductible to claims and a higher awareness level of the insurable problems was expected to decreased demand for these funds. Unfortunately, the demand has increased by another 14% for the first 6 months of 2017-18 FY reducing the fund well below required minimum.

Marketing Fund - This fund is committed to marketing the community through the design, development and maintenance of a marketing web site, sustained community promotion and various public relations activities. Additional funds in the amount of \$24,500 is recommended to this account.

Operating Expenses – The operating budget remains at the same level as the past 2 years. This account covers office supplies, insurance, utilities, communications, janitorial, pest control, etc. for the Federation office. Expenses are predictable therefore no reserves account is necessary just an operating account.

Respectfully submitted:

Bill Piper, Treasurer

Committee Reports

Survey committee:

1. The Vesta evaluation is ready for distribution to the 14 members of the REFC and Federation Board of Directors. This will not impact the current and contractual evaluation currently in progress.
2. Community survey: The survey is ready to distribution and data collection for the community survey. Various distribution methods have been reviewed and discussed. Pencil & Paper, KPSCC link, personal email and linked only through the Cyber Café computer center.

**FEDERATION BOARD OF DIRECTORS MEETING
NOVEMBER 8, 2017
PRESIDENT'S REPORT**

SUN CITY CENTER BEAUTIFICATION CORPORATION BOARD OF DIRECTORS is an entity created by the Builder in the 90s to off-set the cost of maintaining the median on Rt. 674. This cost was shared by the builder, Sun City Center and Kings Point residents. At that time, newly constructed condominiums had an assessment added to their budget. Associations built prior to that time did not and it remains an option in their budgets today. The Board of Directors consists of representation from Sun City Center, Kings Point and the builder. The 2 Kings Point residents who have served on this Board for several years, Paul Grossman and David Green, have served our community well. The service term is 2 years and David Green's term expires this year, 2017. It is important to have representation for Kings Point. Paul Grossman's term doesn't expires till 2018 so we are looking for a volunteer to join forces with Paul in supporting Kings Point in this endeavor. If you are interested, please contact me at the Federation office, 633-2083 or KPFederation@tampabay.rr.com. I have spoken with Paul Grossman and he is willing to speak with anyone who is interested to review the responsibilities and time commitment. (813-634-8092).

A NUMBER OF QUESTIONS AND DISCUSSIONS have come up regarding the Federation By-laws, including "opt-out" of a single bulk contract. This is a good place and time to present some facts regarding the bylaws, how they got here and what they mean.

- ❖ First, the document is developed based on the Florida Law 617, the law that governs the Federation Corporation. The Bylaw document is approved by the Federation Membership.
- ❖ What is the Federation Membership?
 - "Federation Member" – An Association "... which has been duly approved by its Owners to become a member of the Federation and has fully executed and recorded an amendment to the Member Association's Governing Documents..." and has been approved by the Federation Board and the Federation Membership.
 - This is a legal action taken by the Association.

- ❖ What is the Federation?
 - It is a not-for-profit corporation that provides multi-condominium and homeowner administrative services common to all Associations.
- ❖ What about “bulk” contracts?
 - Administrative services for Associations that are included, but are not limited to: Insurance; Pest Control; Cable; Landscape; Property Management
 - The size of the Federation Membership provides the negotiation power of bulk contracting, providing services at the best cost.
- ❖ Who approves these “services”/contracts?
 - It is the responsibility of the elected Federation Board of Directors to address the administrative services, research and vet contractors who would be capable of providing the services needed in Kings Point. The Federation Board presents their recommendations to the Federation Membership for their selection and contract approval.
 - A majority vote of the Federation Members constitutes an action of the Federation Membership.
- ❖ What if a major problem arises?
 - If a dispute arises between Members of the Federation and the Federation which cannot be resolved directly, either party may invoke the Dispute Resolution as defined in the Bylaws
- ❖ What if an Association doesn’t want to participate in a bulk “service”?
 - An Association may terminate its membership in the Federation effective at the end of the fiscal year (March 31st).
 - Written notice must be sent to the Secretary of the Federation, not less than one hundred eighty (180) days prior to the end of the current fiscal year of the Federation;
 - Pay all assessments, dues, fees and other monetary obligations, including, but not limited to, the Member Association’s share of the balance on any existing bulk contracts through those contracts regular termination dates; and
 - Present written evidence, including a tally of Owners’ votes, to the Federation that the resigning Member Association’s Owners duly approved the termination and revocation
 - The Member Association that has resigned, and the Owners within that Member Association, shall not be entitled to a return of capital or other reimbursements of any kind.

- Additionally, they will no longer have a voice in the provision or enhancement of recreational facilities of Kings Point.

We scratched the tip of the ice berg here, or did we take that first bite out of the proverbial elephant; which ever. There are many, many questions people have. Please submit your questions in **writing** to the Federation Board through the Federation Mailbox in the Presidents' Mail Room or the KPFederation@yahoo.com. email address. As this is a well-received and informative format, the questions will be answered and distributed via e-blast as we did with the Landscape FAQ last month.

This community has a very strong foundation, built on the care and concern of all the residents before us. We need to continue to build. Evolution, not revolution.

SEVERAL RESIDENTS SUBMITTED VOLUNTEER FORMS AND RESUME'S to the Board after last months' Board Meetings. Due to the time sensitive constraints of the newly formed Landscape Contract Committee, the resident selection for that committee was made the day after the committee creation. There are several folks who submitted volunteer forms who still need to be contacted. However, that is not the only committee or Task Teams that are needed. The Community Long Range Strategic Planning committee is at a point where it will be identifying Task Teams to address specific topics with the planning committee. Folks who have already submitted volunteer forms will be contacted shortly to talk about their interests and ideas for some of these Task Teams. If you haven't submitted a volunteer form because you are concerned about the amount of time these commitments require, Task Teams generally have a shorter time commitment than a Committee as their "task" is shorter termed than most committees. So sign-up. Your talent is needed.

Lastly, the atmosphere and the coffee at Cyber Café is fabulous! Tried it yet? You should - you'll love it.