

# **Indigo East Neighborhood Association, Inc.**

Annual Meeting of Members and  
Board of Directors Meeting  
December 13, 2022



Indigo East  
NEIGHBORHOOD ASSOCIATION

# Annual Meeting Agenda

1. Call to order by presiding chairman of the meeting
2. Introduction of board members and guests, quorum
3. Proof of notice of meeting or waiver of notice
4. Reading and approval of minutes of last meeting of members or waiver of reading and disposal of any unapproved minutes
5. Reports from the board
6. Owner comments per Rule 17
7. Election of Directors: results of vote
8. Other business and discussion
9. Written questions
10. Adjourn



# Annual Meeting Agenda (cont.)

## 2. Intro of Board, Guests, Quorum

### – Board of Directors:

- Kenneth D. Colen
- Roger Sparks
- John Gysen
- Robert “Boe” Stepp
- C. Guy Woolbright

### – Guests:

- Mary Anne Lynum, General Manager, Management Company
- Kristin Kaljaspolik, Budget Analyst, Management Company
- Barrie Buenaventura, Association Counsel
- Patty Soriano, Assistant Secretary taking minutes

Do we have a quorum?



# Annual Meeting Agenda (cont.)

## 3. Proof of Notice

- Notice of meeting published in November and December issues of *OTOW News*
- Meeting Notice and 2022 Budget mailed to all owners of record on November 29, 2022



# Annual Meeting Agenda (cont.)

4. Reading and approval of minutes of last meeting of members or waiver of reading and disposal of any unapproved minutes
  - Do we have a motion from the floor to waive the reading of the December 8, 2021, meeting minutes and approve as rendered?



# Annual Meeting Agenda (cont.)

## 5. Reports from the Board



# Proposed 2023 Budget

Kristin Kaljaspolik



**Indigo East Neighborhood Association, Inc.**  
**Annual Budget**  
**Calendar Year 2023**

		<b>Buildout 593</b>	<b>Year End 2023 593</b>	<b>Year End 2022 593</b>
	<b>Average Homes in Association</b>			
<b>Revenues:</b>	<b>Carry forward of Projected Cash Balance</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Note 1</b>	Neighborhood Association Resident Fees		\$ 1,500,786.53	\$ 1,420,268.97
	On Top of The World Developer Contribution		\$ -	\$ -
	<b>Total Revenue &amp; Cash Carry Forward</b>		<b>\$ 1,500,786.53</b>	<b>\$ 1,420,268.97</b>
<b>Expenses:</b>				
<b>Note 2</b>	<b>Direct Services</b>			
	Garbage Collection		\$ 112,873.99	\$ 121,123.81
	Gate Operations		\$ 7,500.00	\$ 5,193.79
	Insurance		\$ 7,830.00	\$ 7,120.00
	Landscaping		\$ 70,037.18	\$ 48,649.92
	<b>Total Direct Services</b>		<b>\$ 198,241.17</b>	<b>\$ 182,087.52</b>
<b>Note 3</b>	<b>Circle Square Ranch Master Association Fees</b>		<b>\$ 361,691.24</b>	<b>\$ 338,704.94</b>
<b>Note 4</b>	<b>Management Service Fees &amp; Expenses</b>			
	Services Agreement		\$ 248,974.11	\$ 248,974.11
	Operating Expenses		\$ 667,430.01	\$ 639,242.33
	<b>Total Management Service Fees &amp; Expenses</b>		<b>\$ 916,404.11</b>	<b>\$ 888,216.43</b>
	<b>Professional Fees</b>			
<b>Note 5</b>	Accounting Fees		\$ 15,800.00	\$ 15,500.00
<b>Note 6</b>	Legal Fees		\$ 7,500.00	\$ 43,410.00
	<b>Total Professional Fees</b>		<b>\$ 23,300.00</b>	<b>\$ 58,910.00</b>
	<b>Licenses &amp; Taxes</b>			
	Licenses, Taxes		\$ 1,150.00	\$ 1,000.00
	Real Estate Taxes		\$ -	\$ -
	<b>Total Licenses &amp; Taxes</b>		<b>\$ 1,150.00</b>	<b>\$ 1,000.00</b>
	<b>Total Expenses</b>		<b>\$ 1,500,787</b>	<b>\$ 1,420,269</b>
	<b>Net Association Surplus</b>		<b>\$ -</b>	<b>\$ -</b>
	Monthly Assessment - Indigo East NA		\$ 210.90	\$ 199.59
	Monthly Developer Contribution		\$ -	\$ -
	<b>Net Monthly Homeowner Assessment</b>		<b>\$ 210.90</b>	<b>\$ 199.59</b>



# Budget Changes/Drivers

- Direct services increased due to contractual increases-- primarily landscaping
- Services Agreement and operating expenses increased due to operating costs of the facilities, common area landscaping, and contractual increases
- Legal Fees decreased over \$35k as the legal case previously driving up costs has waned
- CSF increase of \$11.31 monthly to \$210.90/ month (5.7%)



# General Association Information

Kenneth Colen, Chairman



# Property Financing

Eighty (80%) percent maximum financing.

- Post acquisition financing, such as a home equity loan is acceptable subject to approval of Association and not in violation of 80% provision. Reverse Mortgages do not meet this provision.

*Transfer & Mortgaging Properties – No owner may mortgage his home, or any interest therein, without the prior written consent of the Association, except for a first mortgage to an Approved Lender which first mortgage secures not more than eighty percent (80%) of the purchase price paid for the home.*

- Maintaining reasonable equity in your home supports property values and integrity of the community.



# Delinquent CSF Accounts

- Accounts not paid within 30 days shall be turned over to Association's legal counsel for collection
- Accounts outstanding after 90 days are subject to suspension of use rights of owners, occupants and guests to use common facilities and also suspension of voting rights (F.S. 720.305(3))
- There are currently no accounts in legal collection



# Annual Meeting Agenda (cont.)

## 6. Owner Comments per Rule 17

Request to speak submitted by Philip Becker



# Annual Meeting Agenda (cont.)

## 7. Other Business and Discussion

Board to consider Imposition of Fines and next steps, pursuant to Section 305, Florida Statutes at Board of Directors Meeting (following this meeting)



# Annual Meeting Agenda (cont.)

## 8. Written questions



# Annual Meeting Agenda (cont.)

## 9. Adjournment

We will go into the Board of Directors Meeting next.





# Board of Directors Meeting Agenda

1. Call to order, proof of notice of meeting
2. Reading and approval of minutes of last meeting of the board or waiver of reading and disposal of any unapproved minutes
3. Consideration of Resolution 2022-01 – ratifying appointment of Roger Sparks to serve unexpired term of retired director, Frank Dipiero
4. Owner comments per Rule 18
5. Consideration of Resolution 2022-02 – consider adopting the 2023 Neighborhood Association Operating Budget and levying of assessments based thereon
6. Consideration of Resolution 2022-03 – consider adopting amendments to the Rules and Regulations and setting an effective date
7. Consider, if necessary or desired, to record a notice of preservation of the Indigo East Neighborhood Declaration per F.S. Section 720.303(2)(e)
8. Appoint nominating committee, if required by member vote
9. Other business
10. Adjourn



# Board of Directors Meeting Agenda (cont.)

1. Call to order, proof of notice of meeting



# Board of Directors Meeting Agenda (cont.)

2. Reading and approval of minutes of last meeting of the board or waiver of reading and disposal of any unapproved minutes



# Board of Directors Meeting Agenda (cont.)

3. Consideration of Resolution 2022-01 – appointment of Roger Sparks to serve unexpired term of retired director, Frank Dipiero



# Board of Directors Meeting Agenda (cont.)

4. Owner comments per Rule 18



# Board of Directors Meeting Agenda (cont.)

5. Consideration of Resolution 2022-02 – consider adopting the 2023 Neighborhood Association Operating Budget and levying of assessments based thereon



# Board of Directors Meeting Agenda (cont.)

6. Consideration of Resolution 2022-03 – consider adopting the amendments to the Rules and Regulations and setting an effective date



# Board of Directors Meeting Agenda (cont.)

## 6. Amended Rules and Regulations Review

Mary Anne Lynum





# Board of Directors Meeting Agenda (cont.)

7. Consider, if necessary or desired, to record a notice of preservation of the Indigo East Neighborhood Declaration per F.S. Section 720.303(2)(e)



# Board of Directors Meeting Agenda (cont.)

## 8. Other business



# Consideration of Implementing Fines (slide 1 of 2)

- The Management Company is charged with, among other things, ensuring properties and dwellings within the Association are in compliance with the governing documents
- The Management Company sends notices to all owners where violations have been observed, or neighbors have reported violations, and requests compliance
- Multiple notices are sometimes required to be sent
- Many violations are resolved with this approach but some are not



## Consideration of Implementing Fines (Slide 2 of 2)

- The Management Company believes that implementing fines and suspending use rights may encourage compliance more quickly
- Levying fines and suspending use rights are authorized by Florida Statutes Chapter 720 but there are procedures that need to be followed and some initial steps that need to be taken
- If the board is in support of this concept, let's ask the Management Company to develop a recommended approach for consideration at a future board meeting



# Board of Directors Meeting Agenda (cont.)

## 9. Adjourn

**Happy Holidays!**

