



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

August 10, 2023, at 2:30 P.M. in the Club Room

Call to Order: Chairperson Carol O'Brien called the meeting to order at 2:30 PM.

Members Present: Al Roberts, Ardetta Isler, Bill Ciota, Carol O'Brien, Charlene Roberts, Lorraine Brantner (by proxy), Ron Carter, Yolanda Stout (by proxy), Kris Delano

Resident Advisor: Bob Cobe

Members Absent: Larry Chambers

Administration: Jeff Dickerson, Director

Quorum/Approval of Minutes: Carol O'Brien determined with had a quorum. The meeting agenda was approved. The Minutes of June 8, 2023 were automatically approved when no negative comments were received on the draft.

Election of Officers: Carol O'Brien asked for nominations from the floor for Chairperson and for Secretary. The only persons nominated were Carol O'Brien for Chairperson and Kris Delano for Secretary. Whereupon on motion duly made, seconded and unanimously carried it was:

RESOLVED, that the following persons shall serve the Administrative Services Committee as officers in the capacities designated below until their successors are elected and qualified:

Carol O'Brien Chairman

Kris Delano Secretary

Transportation:

- The committee discussed at length the changes to transportation services specifically:
 - (i) Historically non-medical transportation was available around the Sun City Center area for \$5.00;
 - (ii) The range of medical transportation for new residents has been reduced from 35 miles to 20 miles putting the James Haley VA Hospital, Tampa General Hospital out of reach for those residents.

The Committee feels strongly that the referenced services should continue to be provided. After lengthy discussion, upon motion duly made, seconded and unanimously carried it was:

RESOLVED, that Administration be asked to restore prior service levels; and

BE IT FURTHER RESOLVED, that should the Administration not be willing to restore prior services that all changes be reduced to a Memorandum be distributed to all residents supporting the reduction in service and explaining the subsequent rules clearly so that there might be general understanding; and

BE IT FINALLY RESOLVED, that Carol O'Brien, Ardetta Isler and Kris Delano meet with the Executive Director to discuss these concerns.

- Jeff reported that he has vehicle quotes from three different vendors to submit for the Budget Year 2024 for the following vehicles:

Five new wheelchair vans. One of these of these vans will be purchased instead of the previously discussed Ford Edge. The 36-passenger bus will be taken out of service.

Two new six passenger electric enclosed golfcarts which will be used as a tram.

Security:

- Administration is in the process of requiring stickers on all golf carts identifying the owners.
- Jeff reports that only six resident parking spaces are available for assignment to new residents. The parking roster is being reviewed and analyzed to find possible additional spaces.
- Carol pointed out that several parking spaces within the Visitor Lot are identified as reserved for residents by name that have been assigned other spaces. It was suggested that such parking spaces be identified as Visitor Spaces.
- Jeff shared that resident reports of theft is a continuing problem. The reports are frequently not timely made, details of the date, time and nature of the missing items is largely incomplete. Often the reported items are subsequently located where they were misplaced by the residents. The report was for information purposes. No particular corrective action has been identified for implementation.

Safety:

- Jeff is in the process of making all of the stop signs on campus a standard size and height, and all in conformity with FDOT standards.
- Campus safety inspections are planned for next month.
- The parking lot end caps are being filled in both as a safety matter and to improve the eye appeal.
- Palmetto palms in the main parking lot are being trimmed for safety and security reasons.

Carol O'Brien adjourned the meeting at 3:20 P.M.

The next meeting will be September 14, 2023 at 2:30 P.M. in the Club Room.

Respectfully Submitted,

Kris Delano, Secretary