

LCEFA Meeting Minutes

October 9, 2020

Virtual/Conference Call Meeting

Members Present – Chairman Ramsay Sims; Vice Chairman Todd Sperry; Tom Proctor; Rick Givens; Dennis Bailey; Dixie Daimwood; Curt Bender; County Commissioner Bryan Desloge.

Also in attendance were Executive Director Bob Kellam; Assistant Executive Director Michael Kramer, Fran Gilbert, Starfish Management; Kevin Graham, FSU; Dustin Dailey, FSU.

A motion by Dennis Bailey, seconded by Dixie Daimwood, to retain Ramsay Sims as Chairman and Todd Sperry as Vice Chairman, for the next year, 2020-2021. Motion passed unanimously.

Motion by Todd Sperry, seconded by Rick Givens, to approve the minutes of the June 19, 2020 meeting as distributed to the members. Motion passed unanimously.

Chairman Sims briefly reviewed the August 2020, LCEFA Financial report from EFA Accountant, Kaye Kendricks that had been distributed prior to the meeting. There was a question as to an expenditure for “Officer’s and Director’s insurance was not in the budget. Michael Kramer explained that in previous years, this coverage was included in the Heritage Grove liability insurance policy that was obtained by the LCEFA Ocala Rd entity.

Michael Kramer noted that the 2019 Audit was completed on 7/9/2020 which was four months earlier than the 2018 Audit. He also reported that the 2020 Audit was already underway and that he believed we would deliver the Audit before all statutory deadlines. A motion was made by Todd Sperry, seconded by Dennis Bailey to ratify the engagement of Thomas, Howell, Ferguson, C.P.A. to conduct the 2019-2020 LCEFA audit (October 1, 2019 through September 30, 2020). Motion passed unanimously.

Michael Kramer then provided an update on Heritage Grove. He reminded the Board that the Receiver reports are available to all as the receiver files them with the court. Mr. Kramer also reported that the building plans are being finalized and Robert Rosenfeld expects to send them out for bids soon to start the repair process. Occupancy at the property is approximately 25%.

As called for in the Sub-sublease with the Equity Lots, an Advisory Council is to be formed and to meet annually recommend fees to be paid for common area maintenance (CAM) and management fees. The Advisory Committee consists of the Equity fraternities, the Receiver, representatives of the management company, Asset Living, and the LCEFA. Chairman Sims is trying to schedule a meeting of the Advisory Council in the very near future to determine CAM fees for 2021.

Mr. Kramer then turned to Southgate where he noted that occupancy is 95%. Prior to school starting, the facility was leased to 100% but there were some no shows that will not be filled this semester. Summer camp occupancy in 2020 is expected to be less than prior years.

The lower level (basement) kitchen has seen limited use for the last several years. Some of the equipment is original and no longer functional and needs replacing. The facility needs the additional kitchen capacity. Repairs are estimated at \$400-500k and plans and bids are being considered presently.

There have been two class action lawsuits brought against the property management company, Asset Living, and the LCEFA. Both regard requests for refunds of room and board fees associated with FSU’s decision to move to a virtual class room model when Covid-2019 cases increased in the US. Legal Counsel has been retained, Insurance carriers have been notified, and the cases are proceeding.

Prior to the meeting, Bob Kellam shared an agreement from Starfish Management to provide Executive Director Services to LCEFA . The proposed agreement had an effective date of October 15, 2020. Executive Director Bob Kellam is retiring as of December 31, 2020 and Starfish plans to “shadow” him during the 75-day transition.

Authority member Dixie Daimwood moved, seconded by Todd Sperry, that the proposal be approved contingent upon review of LCEFA counsel, to confirm that the agreement is in compliance with all statutory, regulatory, administrative and policy requirements of the State of Florida and Leon County. Counsel is requested to report to the Chairman as soon as possible with any recommendations, corrections and suggestions. If only minor changes are required, the Agreement shall be deemed approved for the full one-year term. If, however, material changes need to be made, the updated agreement will need to be reconsidered by the Board for a new vote.

Chairman Sims acknowledged Dennis Bailey’s contribution and service to the LCEFA and joined the entire Board in wishing him the best of luck in retirement.

A motion to adjourn was made by Dennis Bailey, seconded by Tom Proctor. Chairman Sims stated if there were no objections that the meeting was adjourned. 10:10 am.