

CHANCELLORS ROW HOMEOWNERS' ASSOCIATION, INC.
Annual Membership Meeting

Tuesday, November 28th, 2023 @ 6:00 P.M.
Pool House Area
2620 Graduate Ct., Orlando, FL 32826



Gail Parker
President
State of Florida HOA Board Certified

Vic "Buzz" Lovell
Vice President / Treasurer
State of Florida HOA Board Certified

Bryan Tripler
Secretary / Former President

Sarah E. Webner, Esq.
Corporate Counsel
State of Florida HOA Board Certified

Mike Mastrocola, LCAM,
Property Manager for Sentry Mgmt.
State of Florida HOA Board Certified

AGENDA

1. **Certified Quorum & Call to Order:** Time ____:____ P.M.
2. **Proof of Notice:** Sent via USPS First Class Post Card. Received November 14, 2023.
Additional Notice: Community Bulletin Board and Community Web Site (15 days)
3. **VOTE: Approval of Previous Organizational Meeting Minutes SEP 18, 2023 (page 2)**
➤ Motion _____ 2nd _____ *Approved / Denied*
4. **Treasurer's Report:** Balance Sheet NOV 20, 2023 (page 3) Top 10 Expenses (page 4)
5. **VOTE: Approval of Proposed 2024 Fiscal Budget including 5% increase (page 5)**
➤ Motion _____ 2nd _____ *Approved / Denied*
6. **Old Business:** Achievements from 2023 & Organization of Board of Directors for 2024
7. **New Business:** The Continued Reimagination of Chancellors Row in 2024 (Pool & Paint)
8. **Open Forum** (Open to Homeowners & Members for Three (3) Minutes)
9. **Adjournment Member Session Motion** _____ 2nd _____ Time ____:____ P.M.

CHANCELLOR'S ROW HOMEOWNERS' ASSOCIATION, INC.
2023 Organizational Meeting

Monday, September 18th, 2023 @ 6:00 P.M.
C R HOA Pool House
2620 Graduate Court, Orlando, FL 32826



AGENDA

1. **Certified Quorum & Call to Order:** Time 6 : 00 P.M.
2. **Proof of Notice:** Sent to corporate counsel for approval September 13, 2023 and posted September 16, 2023 at 3:00pm on pool house windows adjacent county pool permit.

3. **VOTE: Approval of Reorganization of Board of Directors**

President, **Gail Parker**
Vice President & Treasurer, **Vic Lovell**
Secretary, **Bryan Trippler**

➤ Motion Gail 2nd Bryan Approved

4. **Open Forum** (Open to Homeowner/Members for Three (3) Minutes) **N/A**

5. **Adjournment Member Session**

➤ Motion Vic 2nd Bryan Time 7 : 00 P.M.

Bryan Trippler
President

Vic "Buzz" Lovell
Vice President

Gail Parker
Secretary / Treasurer

Mike Mastrocola, CAM
Property Manager

Sentry Management
Property Management Firm

Sarah Webner
Corporate Counsel

110180 CHANCELLORS ROW HOMEOWNERS ASSOCIATION INC

**Balance Sheet
November 2023**

	OPERATING	RESERVE	INS PROCEEDS	TOTAL
CURRENT ASSETS				
1015 PACIFIC WESTERN - CHECKING - PRIMARY	6,584.20	0.00	0.00	6,584.20
1020 PACIFIC WESTERN - CKG - INS PROCEEDS	0.00	0.00	592.13	592.13
1035 PACIFIC WESTERN - MM - OPERATING	270.41	0.00	0.00	270.41
1065 PACIFIC WESTERN - MM - RESERVE	0.00	79,816.60	0.00	79,816.60
	<hr/>	<hr/>	<hr/>	<hr/>
	6,854.61	79,816.60	592.13	87,263.34
	<hr/>	<hr/>	<hr/>	<hr/>
ACCOUNTS RECEIVABLE				
1210 ASSESSMENTS	4,490.95	0.00	0.00	4,490.95
1260 ALLOWANCE FOR DOUBTFUL ACCOUNTS	-1,728.01	0.00	0.00	-1,728.01
	<hr/>	<hr/>	<hr/>	<hr/>
	2,762.94	0.00	0.00	2,762.94
	<hr/>	<hr/>	<hr/>	<hr/>
PREPAID ASSETS				
1310 PHILADELPHIA PKG INS 9/3/23-24 \$3,282.54	2,461.95	0.00	0.00	2,461.95
1311 WESTGATE D&O INS 9/3/23-24 \$941.55	706.14	0.00	0.00	706.14
	<hr/>	<hr/>	<hr/>	<hr/>
	3,168.09	0.00	0.00	3,168.09
	<hr/>	<hr/>	<hr/>	<hr/>

FIXED ASSETS - DEPOSITS

82354	750.00	0.00	0.00	750.00
1770 ORANGE CNTY UTLTY-WTR #0596836200	370.94	0.00	0.00	370.94
	<hr/>	<hr/>	<hr/>	<hr/>
	1,120.94	0.00	0.00	1,120.94

TOTAL ASSETS

13,906.58	79,816.60	592.13	94,315.31
=====	=====	=====	=====

CURRENT LIABILITIES

2070 INSURANCE PROCEEDS	0.00	0.00	3,092.13	3,092.13
2130 PREPAID ASSESSMENTS	4,483.54	0.00	0.00	4,483.54
	<hr/>	<hr/>	<hr/>	<hr/>
	4,483.54	0.00	3,092.13	7,575.67

RESTRICTED EQUITY - RESERVES

2210 RESERVES - CLUBHOUSE ROOF	0.00	15,877.17	0.00	15,877.17
2215 RESERVES - INTEREST	0.00	1,190.17	0.00	1,190.17
2220 RESERVES - TENNIS COURT	0.00	3,263.66	0.00	3,263.66
2230 RESERVES - PAINT	0.00	32,132.83	0.00	32,132.83
2251 RESERVES - REC PARKING LOT	0.00	11,389.15	0.00	11,389.15
2279 RESERVES - HURRICANE DAMAGES/REPAIRS	0.00	-2,425.34	0.00	-2,425.34
2288 RESERVES - POOL RESURFACING	0.00	13,167.03	0.00	13,167.03
2290 RESERVES - POOL	0.00	14,593.60	0.00	14,593.60
2360 RESERVES - CONTINGENCY	0.00	-10,630.92	0.00	-10,630.92
2370 RESERVES - PERIMETER WALL	0.00	3,051.50	0.00	3,051.50

SPENT FROM RESERVES

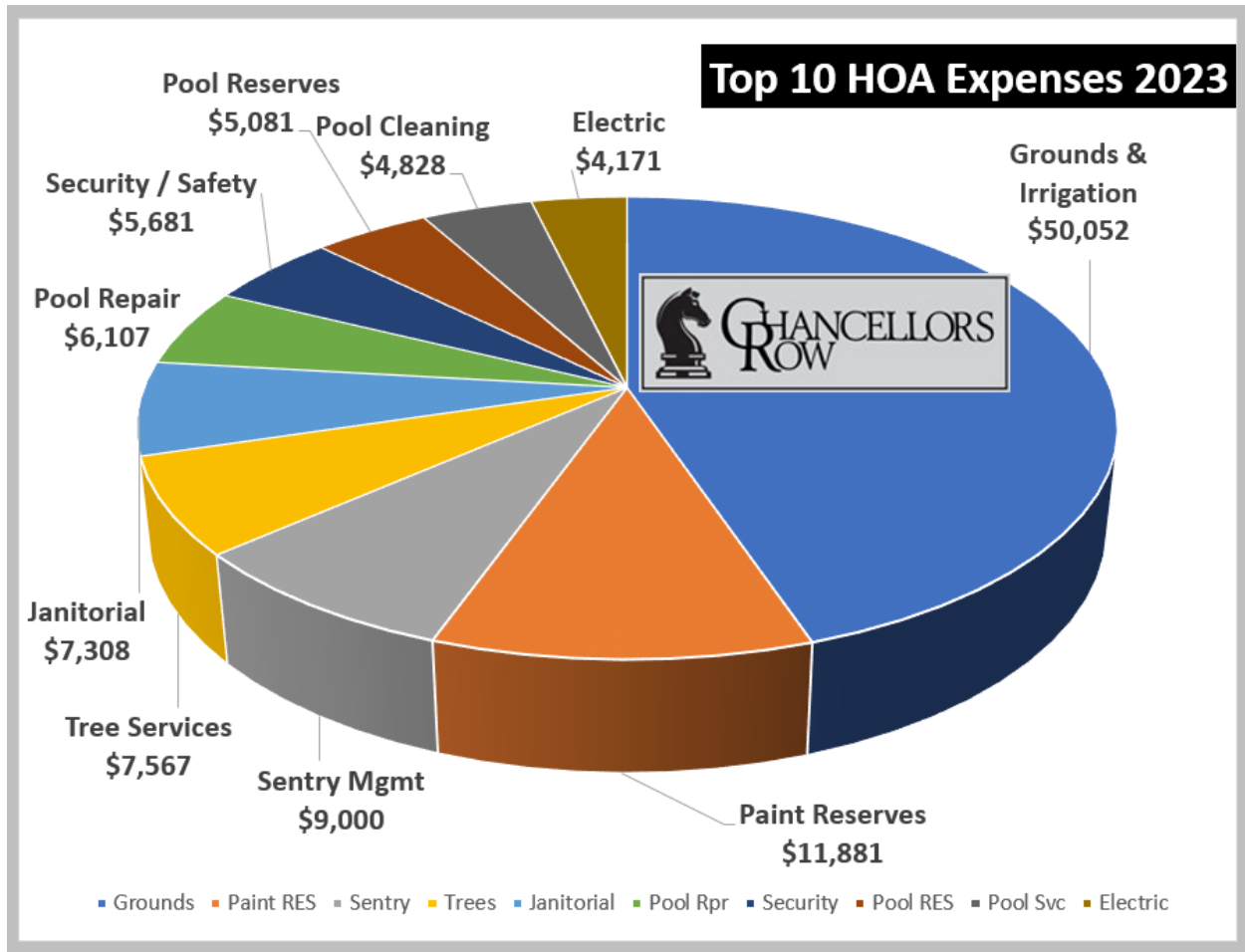
2570 RESERVES - PERIMETER WALL	0.00	-1,792.25	0.00	-1,792.25
	<hr/>	<hr/>	<hr/>	<hr/>
	0.00	79,816.60	0.00	79,816.60

OPERATING EQUITY

2650	PRIOR YEAR SURPLUS (DEFICIT)	-127.62	0.00	0.00	-127.62
2670	CURRENT YEAR SURPLUS (DEFICIT)	7,050.66	0.00	0.00	7,050.66
		6,923.04	0.00	0.00	6,923.04
	TOTAL LIABILITIES & EQUITY	11,406.58	79,816.60	3,092.13	94,315.31



2023 Top Ten Association Expenses



"Buzz"

Vic A. Lovell, Vice President & Treasurer
Chancellor's Row Homeowners Assoc., Inc.
State of Florida, HOA Board Certified 2015-2023

Professionally Managed by: **SENTRY MANAGEMENT**



c/o Mike Mastrocola
2180 West SR 434 Suite 5000
Longwood FL 32779
407-788-6700 ext 51306
407-788-7488 fax
mmastrocola@sentrymgt.com

Chancellors Row Homeowners Association Inc.
2024 PROPOSED BUDGET

	Number of Units	80	Assessment Frequency	Monthly
For the year beginning	1/1/2024		and ending	12/31/2024
COA # Category	2023 APPROVED BUDGET	8 Months Actual	2024 PROPOSED	
INCOME				
4000				
4020 Assessments	144,000.00	96,000.00		151,200.00
4060 Late Charges	0.00	946.00		0.00
4191 Transmitter	0.00	105.00		105.00
4340 Interest Reserves	0.00	915.00		0.00
4350 Interest Allocate to RSVS	0.00	(915.00)		0.00
4969 Allowance For Doubtful Accounts	(1,800.00)	0.00		(1,800.00)
Total:	<u>142,200.00</u>	<u>97,051.00</u>		<u>149,505.00</u>
EXPENSES				
Building Maintenance:				
5000				
5040 Exterior Repairs	1,500.00	0.00		1,500.00
5060 Plumbing Repairs	500.00	0.00		500.00
5161 Lock and Keys	500.00	1,112.00		500.00
5260 Water/Sewer	2,000.00	1,353.00		2,000.00
5300 Electric Power	3,000.00	2,779.00		3,000.00
Total:	<u>7,500.00</u>	<u>5,244.00</u>		<u>7,500.00</u>
6000 Grounds Maintenance:				
6036				
6036 Grounds/Lights/Fence/Signs	3,000.00	784.00		3,000.00
6041 Grounds Maintenance	56,502.00	37,655.00		56,502.00
6120 Irrigation Repair	4,000.00	3,555.00		4,000.00
6162 Miscellaneous Supplies	3,000.00	573.00		3,000.00
6231 Pressure Washing	2,500.00	0.00		2,500.00
6240 Tree Trim & Removal	5,000.00	5,675.00		5,000.00
Total:	<u>74,002.00</u>	<u>48,242.00</u>		<u>74,002.00</u>
7000 Common Area Expense:				
7040				
7040 Contracted Pool Service	4,800.00	3,221.00		4,800.00
7041 Repairs	1,300.00	4,580.00		5,000.00
7043 Pool Permit	335.00	335.00		335.00
7090 Clubhouse Equipment Repair	100.00	0.00		100.00
7100 Electric Power	1,200.00	1,068.00		1,200.00
7161 Janitorial Service	7,200.00	5,372.00		7,200.00
7200 Clubhouse Repairs	500.00	0.00		500.00
Total:	<u>15,435.00</u>	<u>14,576.00</u>		<u>19,135.00</u>
8000 Administrative & Management:				
8020				
8020 Management Fee	9,000.00	6,000.00		9,500.00
8040 Postage	400.00	236.00		400.00
8060 Copies/Printing/Supplies	1,300.00	742.00		800.00

8080	CPA Services	850.00	850.00	850.00
8100	Legal Expense	1,000.00	480.00	500.00
8120	Insurance	2,691.00	1,440.00	3,700.00
8121	D&O Insurance	924.00	636.00	924.00
8190	Miscellaneous	1,100.00	642.00	1,000.00
8200	Security Service	5,768.00	5,005.00	5,768.00
8390	Annual Corporate Report	96.00	106.00	100.00
	Total:	<u>23,129.00</u>	<u>16,137.00</u>	<u>23,542.00</u>
TOTAL OPERATING EXPENSES:		<u>120,066.00</u>	<u>84,199.00</u>	<u>124,179.00</u>
9000	Reserves:			
9110	Roof	0.00	0.00	0.00
9120	Tennis Court	0.00	0.00	0.00
9130	Paint	11,882.00	7,921.00	11,882.00
9151	Rec Parking Lot	1,000.00	667.00	1,000.00
9188	Pool Resurfacing	1,000.00	667.00	1,000.00
9190	Pool/Deck	5,082.00	3,388.00	5,082.00
9260	Contingency	1,170.00	780.00	1,170.00
9270	Perimeter Wall	2,000.00	1,333.00	2,000.00
	Total:	<u>22,134.00</u>	<u>14,756.00</u>	<u>22,134.00</u>
9980	TOTAL EXPENSES:	<u>142,200.00</u>	<u>98,955.00</u>	<u>146,313.00</u>
9990	NET SURPLUS (Deficit)	<u>0.00</u>	<u>(1,904.00)</u>	<u>3,192.00</u>

ASSESSMENTS: 80 Units	HOA ANNUAL	UNIT ANNUAL	UNIT MONTHLY	% INCREASE	\$ INCREASE/YR
2021	\$120,960.00	\$1,512.00	\$126.00		
2022	\$138,240.00	\$1,728.00	\$144.00	14%	\$216.00
2023	\$144,000.00	\$1,800.00	\$150.00	4%	\$72.00
PROPOSED 2024	\$151,200.00	\$1,890.00	\$158.00	5%	\$96.00

PROMISES KEPT & ACHIEVEMENTS REALIZED (2023 & beyond)

1. REBRANDING & REIMAGINING

- Perimeter Wall Power Washed, Repaired, Sealed and Painted with New Colors
- Buildings #1 and #2 Power Washed, Repaired, Sealed and Painted with New Colors
- Entrance Bricks Power Washed and New Landscape Beautification Installed
- New Entrance Signs, Community Rules Posted, Pool House Signs and Street Parking Signs Installed
- Street Cleaning Services with New Scheduled Cleaning Rotation - Orange County Streets Strategic Partnership

2. COMMUNICATIONS ESTABLISHED

- New Web Site Published as MyCRHOA.com with Documents & Online Forms
- Dedicated Corporate Email Accounts for Transparency & Ease of Contact
- Dedicated Bulletin Board Installed at Pool House
- Dedicated Social Media Presence as Facebook.com/MyCRHOA



3. SAFETY & SECURITY

- High-Traffic Area Duke Energy Light Poles Updated with LED Technology – Duke Energy Strategic Partnership
- New Contract with Airport Towing for Parking Enforcement – Airport Towing Strategic Partnership
- New Door Frame Locks at Pool House Doorways and Pool Depth Markers Painted on Pool Walls as per Statute
- Law Enforcement Presence with Overnight Signs & Vehicles with 75% Savings from previous provider
- Multiple Parking Violations, Citations and Vehicle Removals from County Paved Roads – OCSO Strategic Partnership
- Homeless Individuals Tactfully Relocated Off-Property – OCSO Strategic Partnership
- Comprehensive Sidewalk Repair and Grinding – Orange County Streets Strategic Partnership
- Street Signs including Stop Signs Replaced or Repaired - Orange County Streets Strategic Partnership
- Comprehensive Shredding of Decades Old Files & Folders - Orange County Sheriff's Office Strategic Partnership

4. AESTHETICS

- Flower Beds Beautification and Maintenance Initiated, Completed and Ongoing
- Pool House Lighting Upgraded to LED and Pool House Gutters & Roof Cleaned
- Pest Control in Pool House & Pool Areas Ongoing / New Dog Stations Added with Ongoing Maintenance
- Pressure Washed eighteen of twenty buildings (two buildings freshly painted)
- Janitorial Services with 50% savings from previous provider

5. REPAIRS

- Pool House Toilets Replaced with New Efficient Commodes
- Complete Pool Pump Replacement
- Investigate, Locate and Repair of three (3) separate underground leaks within pool area using multiple vendors
- Connecting Wall in Pool House Area Repaired and Reinstalled post Homeless Persons Trespassing
- Coordinated Event Attendance at Orlando Condo & HOA Expo's to meet Vendors, Suppliers & Providers for Repairs
- Adoption of Post-Storm Cleanup Program – Lawn & Landscape Strategic Partnership
- Removal & Replacement of Underwriting Insurance Agents – Proficiency Improvement & Cost Savings

6. OPERATIONAL MODIFICATIONS

- Reorganization of Board Directors – September 2023
- Removal & Replacement of Certified Public Accountant – Proficiency Improvement & Moderate Cost Savings
- Removal & Replacement of Underwriting Insurance Agents – Proficiency Improvement & Moderate Cost Savings
- Removal & Replacement of Corporate Counsel – Proficiency Improvement & Superior Cost Savings
- Removal & Replacement of Janitorial & Security Services – Proficiency Improvement & Superior Cost Savings
- Process of Member Notification changed to Post Card Distribution and Online Notification with Superior Cost Savings

New for 2024:

Collecting New Quotes for Lawn Treatment Fertilizer & Pest Control

Collecting New Quotes for Regular Pool Maintenance Services

Collecting New Quotes for Pool Perimeter & Pool Deck Repairs

7. STRATEGIC PARTNERSHIPS ESTABLISHED & ONGOING

- Orange Square Media & Marketing – Established New Branding Color Schemes and Media Solutions
- IVER Construction – Facilitating Wall & Structure Repairs and Painting
- Orange County Streets Division – Signs and Sidewalks Repaired
- Duke Energy – Ongoing Replacement of Outdated Street Lights with a Focus on Safety
- Airport Towing – Parking Enforcement Contract Updated and Registered with OCSO
- Orange County Sheriff’s Office – Ongoing Targeted Enforcement of Alafaya Trail and Chancellors Row
- Orange County Utilities Department, Solid Waste Division – Ongoing Rolling Cart Repair and Service
- Chancellors Row Floral Committee – Ongoing Beautification of Common Areas by Volunteer Members
- New Strategic Partnerships, New CPA, New Attorney, New Board President, New Modern Branding**

WELCOME TO THE NEW CHANCELLORS ROW – A COMMUNITY REIMAGINED

What Members Should Expect From Their HOA...



- ◊ ***Transparent, Credible and Reliable Director Communications***
- ◊ ***Support by “A” Rated, National Property Management Firm***
- ◊ ***Oversight by Industry Specific Legal Council***
- ◊ ***Consistent Above Average Property Values***
- ◊ ***Commitment of Volunteer Directors***
- ◊ ***Dedication of Volunteer Committeepersons***
- ◊ ***Uncommon and Consistent Low Crime Rate***
- ◊ ***Debt Free and Financially Fluid HOA***
- ◊ ***Enjoyment of a Safe, Clean Neighborhood and Quality of Life***

...that’s what members should expect. Now and always!



2023 – 2028 Structural Paint Schedule

As of November 27, 2023, the Structural Paint Schedule for twenty (20) buildings (including pool house)

- ✓ 2023 – The entire wall along Alafaya Trail and Buildings 1 & 2
- 2024 – Buildings 3, 4, 5 & 6
- 2025 – Buildings 7, 8, 9 10 & Pool House
- 2026 – Buildings 11, 12, 13 & 14
- 2027 – Buildings 15, 16, & 17
- 2028 – Buildings 18, 19 & Touch up of previous structures

