

LeisureTowne Board of Trustees

Your Association In Action

THE PRESIDENT'S PURVIEW *by Larry O'Rourke*

Open Board Meeting Calendar:

- March 22, 2022
- April 26, 2022

All meetings will be held at 7:00PM. Log-in information will be provided in advance of each meeting.

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102 South Plymouth Rd.
Southampton NJ 08088

Telephone No:
609.859.8001

Email Address:
caa@leisuretowne.org

Website:
www.leisuretowne.org

Association Office Hours
9:00 AM to 4:30 PM
Monday thru Friday

Closed for Lunch Daily
12:30PM to 1:00PM

By the time you read this, we will have announced the opening of all our amenities beginning March 1st. We will have also held February's Open Board Meeting and presented the draft budget for Fiscal 2022/2023. Both are greatly anticipated and both are sensitive topics. This Board has been and will always be open, transparent and truthful. That means we share information in real time and provide explanations as to our decision-making, even if it is unpopular or not especially liked. That was the commitment three years ago and remains today.

On January 1st we temporarily halted activities in our amenities out of an abundance of caution. At the beginning of the year, LeisureTowne lost our liability immunity protection when the Governor did not extend that protection. Southampton Township, along with all of Burlington County was experiencing an exponential, significant increase in Covid cases at an alarming rate. Inconsistent compliance to our Covid precautionary

rules at the fitness center and at a number of our amenities exasperated the situation. We shut down, did a deep clean, revised the operating protocols and installed ionizers and filtering systems in the halls to protect and keep our residents safe. That was the responsible thing to do. That's the simple truth. (Note: the installation of the filters, ionizers and smart thermostats will be completed very shortly).

In January's Open Board Meeting, we prepositioned that the extraordinary inflation rate, labor shortages and unprecedented price increases passed on to LeisureTowne will have a significant impact on our monthly assessments. If you tuned into the February zoom call, you know the draft budget calls for a \$15 increase per month. You also know that we are working through a few more adjustments and we likely will be able to keep the increase to a more moderate \$10 per month. We have spent untold hours reviewing, renegotiating and adjusting

the budget, and sourcing alternate suppliers in the hope that we can minimize the increase. Longer term, there are things we can do to go lower, but the community as a whole would have to accept the elimination of the gate attendants to get the dues back down to below 2021 rates. The target would be about \$77. The entirety of the rate increase boils down to labor cost increases and supplier and vendor increases. That, too, is the simple truth.

There are no grandiose plans or new operating expense initiatives in the draft budget. Proposed capital improvements and infrastructure enhancements to LeisureTowne come out of the Reserve budget and do not directly increase monthly dues. In fact, the portion of the monthly assessment attributable to the Reserve fund remains the same as in the past several years. In the meantime, the Board will concentrate on passing a final budget with the smallest possible increase while still providing for the operating obligations and maintenance requirements of our great community.

VICE PRESIDENT'S REPORT *by Roger DeCillia*



The status of maintenance and current projects is as follows:

MAINTENANCE:

- **Tree Remediation**
This project is in the second month of an 8 month time frame to complete. So far 62 out of 244 trees tagged to be removed have been taken down. This leaves 182 trees to go. The cost of this project for fiscal year 2022/2023 is \$82,400. One last note, there are no plans to grind down the stumps as they are in common wooded areas and the costs would be prohibitive.
- **Renovations at Village Green.**
There are no changes to this project for the month. We are still waiting for a fire door that has been delayed



due to supply chain issues. Again this door is required by law to meet fire governmental fire codes.

PROJECTS:

- **New pick-up truck with plow**
Delivery has been delayed due to the standard supply chain issues we are experiencing throughout the country and for a new wrinkle there are also delivery problems between Ford Motors and dealerships.
- **Landscaping around the Bocce ball court**
Work will begin over the next week or so. We are going to put down soil, tamp it and plant seed. We will also be extending the paved sidewalk thru to Huntington and installing a ramp on the approach to the court.
- **Walking path at Village Green.**
This path is in dire need of repair and replacement. A portion of the path has buckled due to underground roots and it has cracks throughout. The plan is to replace all up rooted areas and put down a 2" resurfacing for the rest of the path. Currently the path is a danger to walkers.
- **Re-paving of parking lot at Pine View park**
has been put out for bidding.
- **New roof for Gazebo at Village Green**
(estimated completion Summer 2022)
- **Pickle ball court..still evaluating sites**
(Summer 2022).

TREASURER'S REPORT *by Roger DeCillia*

FINANCIAL REPORTS FROM JANUARY 2022

The Operating and Reserve Fund Cash Balances as of January 31, 2022:

Operating Fund: \$ 556,226.50
Reserve Fund: \$4,284,330.62

YTD (10 months) – Positive Cash Flow: Under budget \$2,057.44

Collections:

97% LT current on paying assessments
3% (67 homes) owe 3+ months
48 of 67 are with legal counsel for collection (48 accounts = \$116,832 total)
42 homes are vacant – several under contract or pending settlement

Treasurer
Report



DID YOU KNOW *by Kevin Boyd*

Good March to all my LeisureTowne friends! I know there are a few of you out there!

February may have been the month of love, but as far as I am concerned it has been the month of C-C-C-C-Cold, so I am hoping March brings sun, warmth and breaking the winter blahs to everyone.

As I noted in February's "Did You Know" the Board received the year-long Diagnostic Study of LeisureTowne Lakes from Princeton Hydro. After trying to digest ALL the comprehensive information in the report, the Board met, by Zoom, with Princeton Hydro to start to develop a plan for the next steps in our quest for lake improvement. From reading the report and discussions with Princeton Hydro all indicators point to some variety of dredging must occur to improve the quality of the five lakes, Dunstable, Mayfair, Liverpool, Turnbridge and Wooton, studied. The dredging and removal of sediment will increase water flow and decrease weed growth. The results of the meeting were that LeisureTowne, with the professional assistance of Princeton Hydro, should move forward with the "Permitting Process" aiming to allow dredging of the lakes. This process includes multiple governmental agencies from Federal (Pinelands Commission) to State (NJDEP) to Local (Southampton Township) and requires multiple permits that cross multiple departments within these agencies. Okay-as you can imagine- this will be a long process, probably most of 2022 and into 2023.

Basically, Princeton Hydro stated that they did not see a "shovel" going into the ground for a year!! Am I happy with this? NO. But dealing with all these agencies and permits is the price of doing business in the Pinelands, and LeisureTowne, being good stewards of the Pinelands and our environment, will follow the rules. This is not the information I wanted to relate to you but it is the facts as we know them. We are currently awaiting a proposal from Princeton Hydro to move forward with the permitting process. As always, when new information is available, the Board will keep all the residents of LeisureTowne in the loop.

Since spring is coming it is time to think of outdoor activities and the maintenance and upkeep of your home and property. It is also time to reinvigorate the Community Standards Committee from its winter hibernation. The CSC last met in November and it was decided that no formal evaluations of our community would take place in December, January or February. It was recommended that sometime in late January/early February members should visit their zone and do a drive through, cursory inspection to make sure there were no obvious, blatant violations of our Association rules. This was done and a few violations were noted and have been reviewed.

I would like to welcome LeisureTowne's new Compliance Administrator, Bre Budden. Bre will be the community's contact in the Administrative Office for all things Community Standards Committee

related. Ellie Boyd, Committee Chair, and I, as Board Liaison, will be working closely with Bre to facilitate her work on the administrative end of things. The committee will be meeting in early March and zone inspections will begin shortly thereafter. As I have done in many of the previous 16 or 18 columns that I have written, I am again stating that the Community Standards Committee needs additional volunteers for some of the inspection zones. Unfortunately, we have lost 2 volunteers over the winter and NEED to replace them and add a couple of additional volunteers so that all the zones have coverage. Please think about helping your community (LeisureTowne) maintain the aesthetic standards that attracted you to our community when you first drove through shopping for a new home.

That's it, we are caught up. Is more happening? Sure it is. Read the rest of "Your Association In Action" for more riveting information about your community, LeisureTowne. Talk to you again in early April, have a great March.



TRUSTEE'S REPORT *by Kathy Agolio*



For many of us LeisureTowne residents, today is a happy one as we will be getting back to "normal" for the many clubs, committees and activities. You'll see some modifications in some places and others will return to pre-pandemic.

Friendship Hall (Fitness Room plus Stretch and Tone) will open at 5 a.m. but will now close at **9 p.m.** That building will be closed each Wednesday from 10a.m. -12p.m. for cleaning and sanitation. Contact Tracing forms need to be completed and you may still see fitness attendants present.

The Billiards Room in Laurel Hall will have Contact Tracing forms on a small table inside the doors. It is imperative that any resident using that room complete the forms legibly and in its entirety. Food of any type is not allowed in the Billiards Room from March 1st on.

In case you're wondering why LeisureTowne is continuing with Contact Tracing, here are some statistics. Overall the numbers are down in Burlington County and Southampton Township which is a good thing. The county is no longer listed as HIGH or RED but now considered

MODERATE.

Southampton Township, as of 2/17/2022, has a total of 1,470 confirmed cases and 32 deaths. Basically, we are trying to be cautious and not add to either of those numbers.

Please bear with us as we navigate this new way of "doing business". Please remember we live here also and have to follow the rules. Speaking of rules, there are printed signs in Friendship Hall and outside the Billiards Room in Laurel Hall.

Thank you in advance for your cooperation and continued support.

TRUSTEE'S REPORT *by Kathy Henson*

TRADITIONS

Traditions are the very cornerstone of communities. LeisureTowne is very proud of their traditions.

One of the many traditions here is our Military Club. Over the years, many of our retired military residents would come together and share their personal military stories, celebrate Veteran Day with a luncheon, join in Southampton's parade as proud veterans and many more activities. The flags at the front entrance representing all branches of the military and the Memorial in front of Laurel Hall remind us to honor our veterans.

We would like to thank Joe Halber for his years of service to our country and his service as Chairperson here in LeisureTowne of the Military club. The time has come to pass the torch. We are in need of a chairperson to continue this established club.

If you are interested, please contact Amy at the Office. Hopefully the Military tradition will continue.

SMILING CAN MAKE YOU HAPPIER

A smile makes the brain happier. It doesn't matter if we smile when we are happy or we just fake the smile because the brain does not know the difference.

Smiling also provides the health benefit of reducing anxiety, lowers blood pressure and heart rate. Overall, your smile will over time improve cardiovascular health and help reduce your risk of stroke.



TRUSTEE'S REPORT *by Bob Quinn*

Is it that time of the year?
Is Memorial Day right around the corner?

The Board is in the planning stages for the opening of the two Leisure-Towne pools which are a core amenity and which we expect will open on Saturday, May 28th.

With COVID-19 and OMICRON pandemic still a concern, the board will establish policies and procedures that are required to keep residents safe.

We say that we “expect” to open the pools. Please understand that, at this time, pools can be opened. However, at any time, governmental agencies can curtail pool admissions in response to COVID cases. LeisureTowne is required to follow those restrictions. Where do these pool restrictions come from?

Well, they come from the CDC, they come from the NJ Administrative Code, they come from Governor

Murphy's Executive Orders and they come from the NJ Department of Health Executive Directives. The Directives document is long and jammed packed with the do's and don'ts of opening a community pool.

You should know that; we do not know at this time what measures will be required this year for the safe operation of our pools. We must ensure that all people using the pools comply with all of the government rules.

We know that we will be required to have an individual that is responsible for “regularly” cleaning the bathrooms and the high touch areas in the pools and pool decks during all hours of pool operation. Hours TBD.

We will need to determine what staff and the number of hours that they are needed for each pool. Also, this year we will need

to hire an additional person to clean and maintain the chemicals properly for each day that the pools are open. We are currently looking at pool companies that can supply the staff that we need.

You may be thinking that having these additional people will cost additional money. The Board anticipates that the cost for the additional personnel will be high depending on the number of persons needed and the hours required for the pool operation. And, in addition to the additional personnel, the mandates also require that: Pool prevention plans (which are extensive) and multiple policies are developed and implemented.

As we develop the pool reopening plans, and as the time gets closer to May 28th, we will provide you with more specific information regarding the opening of the pools.

We look forward to your cooperation.

ARCHITECTURAL COMMITTEE

February Approved Applications

| | |
|----------------------------|-----------|
| Awnings | 3 |
| Electrical Charging Outlet | 1 |
| Exterior Alt.-Move Door | 1 |
| Exterior Doors & Garages | 11 |
| Exterior Painting | 6 |
| Lighting | 1 |
| Patios | 1 |
| Porches/Room Additions | 3 |
| Roofs | 5 |
| Siding | 1 |
| Solar Lamp Post | 1 |
| Solar Panels | 5 |
| Trash/Recycling Enclosure | 2 |
| Windows | 2 |
| TOTAL | 43 |

IMPORTANT REMINDER!!!

The *Survey of Age Verification* forms have been mailed out to each residence in LeisureTowne. The state of New Jersey requires that Leisure-Towne update this information every two years to maintain our “age restricted” status. If you have not returned your form and information, please do so immediately. Copies of the form are available at the office. You can also call the office and have one mailed to you.

Thank you for your
cooperation!



LEISURETOWNE ASSOCIATION, INC.
2022-2023 PROPOSED BUDGET—2255 HOMES

| <u>OPERATING</u> | | |
|------------------|--|---------------------------|
| <u>GL#</u> | <u>INCOME</u> | <u>PROPOSED—2022-2023</u> |
| 4000 | Assessments | 2,568,702 |
| 4110 | Comcast Cable Income | 48,000 |
| 4275 | Social/Recreation/Activity Fees | - |
| 4710 | Late Fees | 10,000 |
| 4720 | Legal Reimbursements | 15,000 |
| 4810 | Compliance Fines | 5,000 |
| 4815 | Prior Year Surplus | - |
| 4835 | Miscellaneous Income | 3,750 |
| 4900 | Interest Earned-Operating Accounts | 100 |
| | <u>TOTAL INCOME</u> | 2,650,552 |
| <u>GL#</u> | <u>EXPENSES</u> | |
| 5010 | Bad Debt | 40,000 |
| 5030 | Coupon Cost | 2,350 |
| 5045 | Dues & Subscriptions/Conferences/Education | 8,000 |
| 5090 | Office Supplies | 8,000 |
| 5095 | Payroll Services | 5,282 |
| 5195 | Other Administrative Services | 19,000 |
| 5205 | Activity Charges | - |
| 5210 | Printing & Copying/Photo Copier Expenses | 11,100 |
| 5215 | Postage | 10,000 |
| 5300 | Salaries (Office and Facilities Teams) | 572,402 |
| 5312 | Security Salaries | 115,849 |
| 5330 | Health Benefits/Life & Health Insurance | 83,444 |
| 5350 | Payroll Taxes - State Withholding Tax | 12,000 |
| 5355 | FICA Payroll Taxes | 38,000 |
| 5360 | Payroll Taxes - FUTA | 1,300 |
| 5390 | Workers Compensation Insurance | 24,760 |
| 5400 | Insurance Premiums | 121,705 |
| 6000 | Electric Service | 56,000 |
| 6025 | Water Service | 28,000 |
| 6035 | Trash & Recycling Service | 4,000 |
| 6040 | Bundled Telecom | 20,000 |
| 6050 | Telephone Service | 20,000 |
| 6100 | Grounds & Landscaping | 60,734 |
| 6165 | Tree Removal | 83,200 |
| 6199 | Landscape - other | 15,000 |
| 6200 | Irrigation Repair & Maintenance | 4,000 |
| 6422 | Gate Services | 190,000 |
| 6434 | Pest Control (includes geese control) | 10,000 |
| 6438 | Pool Management | 60,000 |
| 6525 | Clubhouse Repair & Maintenance | 20,000 |
| 6530 | Common Areas Repair & Maintenance | 33,000 |
| 6555 | Equipment Rental/Repair & Maintenance | 12,820 |
| 6570 | Fitness Equip Purchase, Repair & Maintenance | 3,000 |
| 6585 | Waterways Management | 12,000 |
| 6625 | HVAC Supplies/Repair & Maintenance | 6,000 |
| 6635 | Janitorial supplies & Maintenance | 11,000 |
| 6675 | Office Equip Repair & Maintenance | 18,000 |
| 6700 | Pool Supplies/Repair & Maintenance | 12,000 |

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| | | |
|---|--|------------------|
| 6710 | Recreation Supplies/Repair & Maintenance | 10,000 |
| 6750 | Snow Removal & Supplies | 10,000 |
| 6775 | Vehicle Gas & Maintenance | 18,000 |
| 6795 | Repair & Maintenance/Shop Supplies | 12,000 |
| 7000 | Auditing & Tax Services | 10,000 |
| 7010 | Engineering Services | 5,000 |
| 7020 | Legal Services | 30,000 |
| 7025 | Legal Services- Collections | 12,000 |
| 7040 | Management Fees | 130,274 |
| 9000 | Federal Income Tax | 14,000 |
| 9015 | Property/Real Estate Tax | 5,832 |
| 9105 | Reserve Contribution Expense | 612,000 |
| 9834 | Contingency Expense | 29,500 |
| TOTAL EXPENSES | | 2,650,552 |
| PROPOSED MONTHLY PER UNIT ASSESSMENT | | \$94 |

PROJECTED RESERVE EXPENDITURES 2022-2023

| | |
|---|---------|
| Princeton Hydro - Permitting & Prep | 125,000 |
| New Surveillance System & Door access system | 140,000 |
| Laurel Hall - replacement of pool heater | 22,000 |
| Retreat Road Guard House - interior floor & exterior decking/counter tops | 5,000 |
| Asphalt repair/replacement - TOUCH/PVP/VG | 100,000 |
| Pool Cover | 3,000 |
| Pine View Park - 6 trex picnic tables | 6,000 |
| CW - Benches - 24 total | 12,000 |
| Maintenance Shop - new interior light fixtures | 1,824 |
| Extended Height - 2 post lift (for mowers and trucks) | 14,500 |
| New Air Compressor at shop | 2,250 |
| Pressure washer w/150 gallon water tank | 5,800 |
| New Pickleball Court incl. fence | 37,500 |
| New desks at admin office | 2,500 |
| Electronic Signage | 30,000 |

ESTIMATED 2022-2023 RESERVE EXPENSE TOTAL **507,374**

You may email any questions or concerns you may have regarding the budget to **budgetfy23@leisuretwone.org** This email will remain open until March 6, 2022

LEISURETOWNE BOARD OF TRUSTEES

Larry O'Rourke, President
Term June 2019-June 2022

- ◆ Conduct Public Meetings
- ◆ Administration of BOT & Community Communications
- ◆ Human Resource Liaison
- ◆ Township & Governmental Relationships

Roger DeCillia, Vice President/Treasurer
Term June 2019-June 2022

- ◆ Capital Projects Management
- ◆ Maintenance
- ◆ Township & Governmental Relationships
- ◆ ACC Liaison
- ◆ Finances & Reporting

Kevin Boyd, Secretary
Term June 2020-June 2023

- ◆ Compliance Committee Liaison
- ◆ Strategic Planning
- ◆ Waterways & Environment

Bob Quinn, Trustee (*)
Term June 2015-June 2022

- ◆ Pandemic Mandate Monitoring

Kathy Agolio, Trustee
Term September 2021-June 2022

- ◆ Firewise
- ◆ Security
- ◆ Emergency Preparedness, CERT & OEM Coordination

Kathy Henson, Trustee
Term October 2021-June 2022

- ◆ "Your Association in Action" Oversight
- ◆ Social Activities Committee

(*) Or until a replacement is seated

Term dates reflect current length of service on the Board

IMPORTANT PHONE NUMBERS

Emergencies-Dial 911

| | |
|---------------------------------------|--------------|
| Red Lion State Police - Non emergency | 609-859-2281 |
| Southampton Township Main | 609-859-2736 |
| TOUCH Office | 609-859-2980 |
| Guard House - Route 70 | 609-859-8080 |
| Guard House - Retreat Road | 609-859-4263 |

IF YOU SEE SOMETHING...SAY SOMETHING

Call 911 in an emergency or if you see suspicious activity.

Please DON'T WAIT until the Association Office opens.

Do Not call the Gate Attendant.



**LeisureTowne Association, Inc.
102 South Plymouth Court
Southampton NJ 08088**

**Standard Mail Paid
Permit #174
Vincentown NJ
08088**