

**SWEETWATER COUNTRY CLUB HOMEOWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

**Date: January 18, 2018**

**Time: 7:00 P.M.**

**Place:**

**Sweetwater Episcopal Academy**

251 E. Lake Brantley Dr.,

Bldg 221 Room C 4

Longwood, FL. 32779

**MINUTES**

**I. CALL TO ORDER:**

The meeting was called to order at the date, place and time stated above by President Mark Manfre. A quorum of the board members were present as follows:

Mark Manfre – President

Jerry Phillips – Vice President

James VanAnda – Seretary/Treasurer

Cindy Bennett - Director

Leo Roumpz - Director

Berk Schnauffer – Director

Sue Wetherwax – Director

Lori Waddick of FirstService Residential was also present.

**II. ACCEPTANCE OF MINUTES:**

FirstService presented the Board Meeting Minutes of December 14, 2017.

Motion was made by James VanAnda to approve the minutes as presented.

The motion was seconded by Jerry Phillips and carried unanimously.

**III. COMMITTEE REPORTS:**

A. **Security:** Chair Mark Manfre gave the security report (attached).

B. **Architectural Review:** Chair Virginia Ardin gave the ARB report (attached).

C. **Villas at Oak Tree Court:** Chair Leo Roumpz advised there is nothing new to report.

D. **Landscape:** Chair Ed Lynch gave the landscaping report (attached).

E. **Newsletter:** No report.

F. **Sweetwater Greens:** Chair Berk Schnauffer advised that the pressure washing of the sidewalk was done. A resident has a concern about the pedestrian gates. Armstrong Lock has provided a price for a new lock, however, removal of the pedestrian gates and resecurement to the wall is necessary. Fence contractor needed from FirstService. Resealing is being considered but not repaving. An inquiry was made whether an estoppel was obtained for 811 Golf Valley Drive. FirstService advised they would check. Writers Note: An estoppel was not obtained as this unit appears to have been taken by the bank.

G. Golf Development Committee: Working on the infrastructure now and once that is done they can get started on the clubhouse.

H. Government Representative: Christine Moore of the Orange County School Board was in attendance at the meeting and advised that she will be running for Orange County Commission.

**IV. FINANCIAL REPORT :**

Treasurer James VanAnda gave the financial report as follows: Current balance in accounts is in excess of \$260,000. He advised that \$16,000 more was spent than taking in this month, however, it is not unusual as this is an off assessment month. Delinquencies are down \$4670 to \$142,952.62 which is \$40,000 above normal due to MRTA. Sweetwater is over budget on mailing, management and lawn maintenance because we are still working off of an old budget until we are revitalized.

**V. MANAGEMENT REPORT:**

FirstService advised that in December there were 3 new owners, 13 ongoing projects, 3 mass emails, 16 violation letters, 37 phone calls and 311 emails by manager and 16 phone calls handled by Customer Service. Insurance renewal has been confirmed, transfer fees removed from estoppels and MRTA invoice pulling is slow going due to hundreds of invoices not being marked with a matter and/or being marked with a matter number instead of a description.

**VI. LEGAL REPORT:**

Legal report included with MRTA report.

**VII. NEW BUSINESS**

**Audit Agreement:** FirstService advised that it is time to approve the CPA agreement for the audit for 2017-2018 and that Joe Michalek is still the most economical CPA firm. Motion by Jerry Phillips to approve Joe Michalek audit agreement for \$2,000. The motion was seconded by James VanAnda and carried unanimously.

**VIII. OLD BUSINESS**

A. **MRTA Update:** Mark Manfre gave the latest update from Wean & Malchow that due to issues raised relating to the encumbrance from Ashton Woods, further research is required. Jerry Phillips advised that there even though there is no agreement that extracts the encumbrance, when Husky platted the property he did not own the golf so there no legal binding to the agreement. The board requested FirstService obtain a new list of homeowners from Wean & Malchow for review before we proceed so Jerry Phillips can review same for accuracy. Mark Manfre requested that we receive confirmation on how we are going to distribute the information packets and check to see if we can do it online instead of disk jump drive.

B. **Golf Villas Sealing:** FirstService presented the revised version of the notice. The Board agreed this notice is acceptable. FirstService advised it will go out tomorrow.

- C. **Hamilton Place Lights:** No report.
- D. **Villa D'Este:** Mark Manfre advised that he and Lori Waddick met with Jim Cross, Villa D'Este President. JC wanted information on when the HOA would begin paying for the lawn maintenance outside of the Villa D'Este wall. Mark Manfre advised that the Board is on a spending freeze until revitalization is completed.

**IX. ADJOURNMENT:**

Motion was made to adjourn the meeting at 8:15 PM by Jerry Phillips. The motion was seconded by Sue Wetherwax and carried unanimously.

Respectfully submitted,

  
\_\_\_\_\_  
Lori Waddick, LCAM

2-15-18  
Date

  
\_\_\_\_\_  
James VanAnda, Secretary/Treasurer

2-15-18  
Date

## January Security Report 2018

The stats are as follows;

48 hours worked

4 alarm calls

6 911 calls

2 vehicle burglaries/ 1 vehicle theft (unsecured vehicles)

1 burglary to golf club maintenance building

2 disturbances

17 house checks

I have been in touch with the manager of the golf course and the detectives. They are still working on the case.

If you have any questions please call me.

*Master Deputy L.R. "Ed" Edwards*

*Orange County Sheriffs Office*

*SWAT/ Sniper*

*Cell 321-229-9111*

*The Lord is my Shepherd*

PLEASE NOTE: Florida has a very broad

## Architectural Modifications Log Sweetwater Country Club

Sweetwater Country Club			
<b>Owner:</b>	Antoinette Washington Enrico Washington	<b>Unit Number:</b>	911 Golf Valley Dr
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	Paint	<b>Description:</b>	Paint-A
<b>Received Date:</b>	01/03/2018		
<b>Owner:</b>	Katherine Kolling Carl Kolling	<b>Unit Number:</b>	520 Majestic Oak Dr
<b>Status:</b>	Open	<b>Progress Code:</b>	Received
<b>Categories:</b>	Fence Pool Screen	<b>Description:</b>	Pool Screen Fence
<b>Received Date:</b>	01/05/2018		
<b>Owner:</b>	Juan Guilbe Guzman Carmen Rodriguez Espinal	<b>Unit Number:</b>	1528 Majestic Oak Dr
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	SolarCollectors	<b>Description:</b>	Solar Panels
<b>Received Date:</b>	01/10/2018		
<b>Owner:</b>	Katherine Kolling Carl Kolling	<b>Unit Number:</b>	520 Majestic Oak Dr
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	Fence Pool Screen	<b>Description:</b>	Pool, Screen, Fence
<b>Received Date:</b>	02/06/2018		
<b>Owner:</b>	Juan Guilbe Guzman Carmen Rodriguez Espinal	<b>Unit Number:</b>	1528 Majestic Oak Dr
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	SolarCollectors	<b>Description:</b>	Solar Panels -A
<b>Received Date:</b>	02/06/2018		
<b>Owner:</b>	Philip Ardin Virginia Morris Ardin	<b>Unit Number:</b>	2377 Park Village Pl
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	Fence	<b>Description:</b>	Fence - A
<b>Received Date:</b>	02/06/2018		
<b>Owner:</b>	Antoinette Washington Enrico Washington	<b>Unit Number:</b>	911 Golf Valley Dr
<b>Status:</b>	Closed	<b>Progress Code:</b>	Completed
<b>Categories:</b>	Paint	<b>Description:</b>	Paint - A
<b>Received Date:</b>	02/06/2018		
<b>Owner:</b>	Harry Gershenson Lisa Gershenson	<b>Unit Number:</b>	1325 Majestic Oak Dr
<b>Status:</b>	Open	<b>Progress Code:</b>	Received
<b>Categories:</b>	Other Paint	<b>Description:</b>	Paint
<b>Received Date:</b>	02/07/2018		

## LANDSCAPING REPORT FEBRUARY 2018

We suffered cold damage to the Trinetta shrubs planted in the islands along Majestic Oak Drive. RLC recommends that they not be trimmed back until the end of February. However, the Crepe Myrtle has already been trimmed.

RLC is trimming the vines on the walls along Wekiwa Springs Road.

Trevor Delafield, 1432 Oak Tree Court, has requested that the large Spruce tree on the adjoining HOA property be removed. RLC reports that the tree is infected by mites and the tree will die. It has also grown far too large for the property. RLC estimates it will cost about \$600 to remove and stump grind the tree.

RLC irrigation team says the control panel in the park at Park Village is broken. They will provide an estimate.

Our next meeting will be hosted by Jon Momberger on March 6.

My new email address is

[edmargelynych@gmail.com](mailto:edmargelynych@gmail.com)

Ed Lynch, Chairman



Landscaping Company

Sweetwater Country Club

February 2018

**Goals**

- 1- Continue to work on completing all items discussed at Board meeting
- 2- Crew will continue to perform weekly services. Mowing, and detailing.
- 3- On Detail focusing on cleaning beds, Trimming, and cut back.
- 4- Spray beds to control, and minimize weeds.
- 5- Continue working with Trugreen identifying, and treating Turf, and shrub issues. Also scheduled Turf, and Shrub applications.
- 6- Meet/Drive Property with Ed Lynch per request. To inspect services, and determine areas for enhancements.
- 7- Perform Monthly IMC's, and repairs as they reported.

8- Continue to respond to all request in a timely matter.

9-Will continue working with Irrigation to identify issues, and repair promptly.

10- Continue to treat weeds on Islands on Majestic Oak.

11- Continue monitoring Irrigation.

12- Scheduling all cut backs on plants affected by the cold, towards the end of February.





Landscaping Company

## Sweetwater Country Club

January 2018

### **SUMMARY**

#### **Irrigation:**

1/15/18 Per Approval: Installed new 8 Station Clock at Sweetwater Park Village where clock was stolen.

Checked every zone to be sure operational from new clock.

1/5 and 1/15/18 ZONE# 1 replace 5 leaking 6" sprays and repair 2 lateral lines

ZONE# 2 replace 2 leaking sprays

ZONE# 3 Repair lateral line and replace rotor

ZONE# 4 replace 2 leaking lateral lines

1/26/18 Per Service Request - Possible mainline leak at Heather Glen main entrance by the brick wall, reported by Ed Lynch. Once on site, located mainline break along the brick wall, turned water off and taped area off, sending quote and awaiting approval to repair. Approval was received same day.

# FEBRUARY 2018

Sunday 28  
 Monday 29  
 Tuesday 30  
 Wednesday 31  
 Thursday 1  
 Friday 2 Groundhog Day  
 Saturday 3

**DETAIL**  
**SPRAYING**  
**TRIMMING**

4  
 5  
 6  
 7  
 8  
 9  
 10

11  
 12 Lincoln's B-Day  
 13 Mardi Gras  
 14 Valentine's Day  
 15 Ash Wednesday  
 16 Chinese New Year  
 17

**DETAIL**  
**SPRAYING**  
**TRIMMING**

18  
 19 President's Day  
 20  
 21  
 22  
 23  
 24

**MOWING**

25  
 26  
 27  
 28  
 29  
 30  
 31

**DETAILING**

January 2018							March 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6						1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

Calendars by [Worship2.com](http://www.worship2.com)  
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# Sweetwater Country Club H.O.A.

January 2018 Landscape Shrub Care  
Review

01/19/18

# Lawn Care Review

- While out reviewing the shrubs, I noticed several areas on the lawn which have been effected by the recent freezes.
- These areas should recover, but time will tell on the recovery process.
- February's application will consist of Liquid Fertilizer, Insect Control, and a pre/post emergent weed control.

# Shrub Care Review

- There is extreme damage on the Sheffelara, Gold Mounds, Jasmine, and even Philodendrons. Due to the recent hard freezes we have endured, it seems to have caused unrecoverable damage to some plants and shrubs.
- The Sheffelaras damage is severe, but will monitor for recovery.
- Unfortunately not all plants show the signs of permanent freeze damage right away. We will watch this over time and keep you informed.
- Do not trim or cut any shrubs back at this time. If there is freeze damage on a plant it is best to leave it on the shrub until we are without a possibility of another cold snap. Unfortunately it will not look the most pleasing, but it is the only way to protect the plants this time of year.