

Sweetwater Country Club Homeowners Association, Inc.
c/o FirstService Residential
2300 Maitland Center Parkway, Suite 101
Maitland, Florida 32751
Community Association Manager: Jennifer.Teolis@fsresidential.com

MINUTES OF THE MONTHLY BOARD OF DIRECTORS MEETING
Thursday, July 18, 2019 @ 7:00pm

I. CALL TO ORDER

Mark Manfre called the meeting to order at 7:01pm

Board Members present were: Mark Manfre, James Bransford, Cindy Bennett, Eric Greenburg, Virginia Morris-Ardin, James Cross, and Edward Skip Strohm.

II. APPROVAL OF MINUTES

Mark asked if there were any questions about the June monthly meeting minutes or any edits to make.

Mark asked for updates on the Action Items from the prior meeting minutes. With regard to the status of the lights at Hamilton Place, Jennifer stated that Tommy of Statewide Electric should be sending her a bid for the monument lights and also for the light replacement at the entrance to Heather Glen.

Mark asked for the status of the informal Park Village survey regarding their Gazebo and Jennifer stated that she has not had any response as yet. Mark recommended a follow up letter or email.

Mark asked if the irrigation improvements were completed, Ed Lynch of the Landscape Committee stated he would check in with Brightview.

Mark asked about the status of the wall crash on Wekiva Springs Road across from the Park and Jennifer stated she is waiting for the claims adjuster to respond with her final report and cut a check. James Bransford made a motion to accept the meeting minutes, Eric seconded, motion carried, minutes were entered into the record.

III. COMMITTEE REPORTS

A. Security Report

Mark Manfre, Committee Chair,

Mark read the security report as presented by the Off Duty Sheriff's team leader for the prior month. Mark stated that he had asked Officer Ed to patrol the stretch of Majestic Oak leading up to Diamond Hill which tends to be a problem area. A resident of the Oak Tree Villas also mentioned that the speeding is bad along Sweetwater Country Club Drive. There was some discussion here of various spots through the community where speeding often occurs.

B. Architectural Review Report

Virginia Morris Ardin, Committee Chair,

Virginia stated that there were only two ARC requests, one for a new roof in Hamilton Place and one for a screen enclosure and that both were approved.

C. Villas at Oak Tree Court

Bobby Anderson, Committee Chair

Committee chair said that there were no events to report for Villas at Oak Tree this month.

D. Landscape Report

Ed Lynch, Committee Chair

Lynne Rickman read into the record the Minutes of the Landscape Committee Meeting for July. (see attached)

There was some discussion after the reading of the Landscape minutes of the trees that need to be removed from various areas throughout the community and Jennifer stated that she was waiting for Bo Sexton to send her a bid. (Action Item: follow up with Bo and with BrightView for bids for tree trimming and removal)

Mark mentioned that there is a resident on Majestic Oak Drive with an awkward slope where the rain is causing the soil to erode and run down his driveway to his entrance and garage area, he's asked if the Association can address the problem with sod or plantings (Action Item: follow up with BrightView to ensure that sod is put down in this location)

E. Newsletter

Jennifer Teolis, Coordinator

Jennifer stated that she was working to gather information for the upcoming Autumn issue of the newsletter to be issued in September

The board members offered several suggestions for content including:

*bring in garbage cans in a timely manner,

*caution against leaving garages open for bears or snakes,

*reminder not to park on the common areas to prevent damage to irrigations system,

*reminder to contact management about landscape concerns so that these can be documented rather than approaching the crew for requests which interrupts the crew and doesn't allow for tracking of requests.

*mention of the Survey monkey to encourage people to participate in it, include a link,

*updates on maintenance issues such as the Park Village Gazebo

*updates on Orange County Commission meetings, etc

F. Sweetwater Greens

James Bransford, Committee Chair

James said that he has been assisting Jon Momberger seek bids for security cameras and he is also working on getting bids for upgrading their gate system motors and updating receiver software. He says its slow going. Mark recommended that perhaps Jim reach out to the Villa D'Este gate vendor also, for an additional bid.

G. Golf Development

Mark Manfre, Committee Chair

Mark said he talked with Walter of the Golf Course prior to the meeting who reported that the clubhouse is currently on schedule and under budget and that the underground work was being done at that time. Walter described the construction and talked about the details of the project, but he could not offer an estimated date of completion at that time.

H. Wekiwa Springs Traffic Committee

Doug Maise, Committee Chair

Mark stated that Doug is not present but that Doug reported he had met with Christine Moore, the District Commissioner, some weeks prior and that she told him that the money has been approved to address the problem. There are no details regarding the actual plan as yet.

I. Welcoming Committee

Connie Frye and Bonnie James

Jennifer stated that she had talked with Connie and Bonnie of the Welcoming Committee who had said they could not be present but they had set up a time to meet with her in person to go over their plans. (Action Item: prepare all the materials the Committee will need including: data sheet for new homeowners, ongoing list of new owners with contact information and their permission to be contacted, reported monthly and clear maps of the community)

J. Website Committee

Skip Strohm, Committee Chair

Mark announced to the residents at large that Skip was the person who originally set up the existing SWCC HOA website and that he therefore thought Skip would be the best person to do the work of updating.

Skip asked the Board and the community members present for any contributions of photos and content they thought might be a good addition to a refreshed version of the SWCC website; photos of wildlife and landscaping, etc. He wants to include forms and documents and make it more well organized and user friendly.

(Action Item: Jennifer to provide content to Skip that she may have that would be useful)

K. Amendment Committee

Cindy Bennett and Virginia Morris Ardin

Ginny stated that she and Connie had researched all the documents and found that there is no consistency among the 14 phases and since the revitalization of the documents that none of the Amendments have survived so they will have to consult with the Association Attorney to write a new Amendment and Proxy for the next Annual Meeting to have a community wide vote.

IV. FINANCIAL REPORTS, Board Treasurer James Cross

Jim stated that he had read the audit for the last year and that he had examined the financials records and found everything in order. He stated that he was somewhat concerned about a few lingering delinquent accounts and said that he would like to write a letter addressed to the community to be sent out with the Autumn statements.

Mark asked if delinquent accounts were being sent to the Attorney and Jennifer answered that yes, the Attorney was managing delinquent accounts now that normal collections procedures are permitted under the revitalized documents.

V. MANAGEMENT REPORT

Jennifer gave her management report for the month of July. She stated that because collection activity had resumed there were quite a lot of resident calls and emails over the last month regarding resident accounts. She stated that each of them is having to be sorted through on a case by case basis. James Bransford stated that there are about 65 households that still owe the \$28.00 (Action Item: provide an updated list of delinquents or additional write offs)

Jennifer stated that the Banking Department representative who was supposed to have taken care of the process left the company without completing the transfer of funds. She stated that she had re-initiated the process and should be able to have it completed quickly. (Action Item: follow through to make sure that these account transfers are completed)

She is working with Bo Sexton for the tree work

She is working with Tommy of Statewide Electric to complete the work on the Hamilton Place monuments and the lighting at the entrance to Heather Glen.

She stated that she and Lori are working on the refunds of 14.95 to 30 Oak Tree villas households for the Asphalt work.

VI. NEW BUSINESS

A. Consideration of Landscape Bids:

There was some discussion here of the landscape bids and color renderings offered by BrightView for the revitalization of the entrance ways and the median on Majestic Oak. Some of the Board members have not seen the bids so Jennifer was asked to make sure that all the Board members have the renderings from BrightView.

VII. OLD BUSINESS

A. Discussion of the Park Village Gazebo

addressed earlier the meeting.

B. Discussion of the Security Camera Project

addressed earlier in the meeting

VIII. RESIDENT QUESTIONS AND CONCERNS

A member of the Oak Tree Villa Board mentioned that they had not been getting their financials and could Jennifer send them. (Action Item: send three months of financial statements to Oak Tree Villas and Sweetwater Greens)

A resident expressed concerns about the trimming of the fig on the walls.

A resident asked about the common mailboxes and provided contact information to Jennifer for follow up, she asked if the community would consider purchasing common postal boxes for certain areas of the community. (Action Item: reach out to post office and look for costs and options online)

IX. ADJOURNMENT

The next Board of Directors meeting is scheduled for Thursday, August 15, 2019 at 7:00pm. Mark made a motion to adjourn the monthly meeting, Skip Strohm seconded, all approved, the meeting was adjourned at 8:06pm.


Jennifer Chioma Teolis, LCAM

9/19/2019
Date


James Cross, Secretary/Treasurer

9/19/2019
Date

SWEETWATER COUNTRY CLUB HOMEOWNERS ASSOCIATION, INC.

FINANCIAL STATEMENTS

For the period ending
July 31, 2019

FOR MANAGEMENT PURPOSES ONLY



Notes: 1. Please note that effective January 1, 2013 - for all accounts, FDIC coverage is \$250,000 per depositor at FDIC insured institutions.

2. Financial information is provided for owners who are members of this association only. The information is believed to be accurate as of the date the documents are posted. Any owner receiving this information shall not use the information in any way which is inconsistent with the requirements of governing state or federal law.



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MONEY MARKET ACCOUNTS

FirstService Financial Program Rates Effective 8/1/2019

Money Market Accounts	Total Assets	Balances < \$100k	Balances > \$100k	Bauer Financial Rating
AXOS Bank (BOFI Federal)	\$10B	1.40%	1.40%	5
Bank United	\$32.6B	0.40%	1.10%	5
Capital One Bank	\$372B	0.75%	1.95%	4
CIT/OneWest Bank	\$44.3B	2.00%	2.00%	4
City National Bank	\$14B	0.25%	1.50%	5
Veritex/Green Bank	\$8B	1.80%	1.80%	5
Luther Burbank	\$7B	2.00%	2.00%	5
Metropolitan Bank	\$2.1B	1.75%	1.75%	5
Professional Bank	\$800M	2.00%	2.00%	5
Seacoast Commerce Bank	\$463M	2.05%	2.05%	5
Servis1st Bank	\$8B	2.00%	2.00%	5
Sterling National Bank	\$31.4B	2.10%	2.10%	5
Union Bank	\$148B	0.55%	1.80%	5
US Bank	\$467B	0.45%	1.55%	4

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*Interest rates updated as of 8/3/2019

<p style="text-align: center;">Standard_Balance_Sheet 2170 SWEETWATER CC HOA INC. 07/31/2019</p>

FIRSTSERVICE RESIDENTIAL
2300 MAITLAND CENTER PARKWAY
Maitland FL 32751-7410

Account	Description	As of Jul	Prior Month	Inc/(Dec)
ASSETS				
**CURRENT ASSETS				
10010 13	Cash-Operating Bank United	24,635	150	24,485
10014 05a	Cash-Money Market Customer's Bank	31,024	30,978	46
10014 13	Cash-Money Market Bank United	256,731	293,001	(36,271)
10020 13	Cash-MM Investment Bank United	105,949	105,838	112
10200	Due (To)/From Reserves	(2,603)	(2,603)	0
10300	Accounts Receivable	33,491	41,983	(8,492)
10500	Prepaid Insurance	3,557	4,328	(771)
**TOTAL CURRENT ASSETS		\$452,784	\$473,675	(\$20,891)
**RESTRICTED FUNDS				
12010 13	Cash-Reserves Bank United	70,919	69,606	1,313
12015	Cash-Reserves Bank United - Greens	4,443	4,441	2
12020 00	Cash-Reserves Bank United - Oak Tree	5,395	5,392	2
12045	Due (To)/From Operating	2,603	2,603	0
**TOTAL RESTRICTED FUNDS		\$83,359	\$82,042	\$1,317
**OTHER ASSETS				
19010	Utility Deposits	1,808	1,808	0
**TOTAL OTHER ASSETS		\$1,808	\$1,808	\$0
**TOTAL ASSETS		\$537,951	\$557,525	(\$19,574)
LIABILITIES				
**CURRENT LIABILITIES				
20000	Accounts Payable	2,766	3,978	(1,212)
20010	Accrued Expenses	3,941	3,611	330
20081	Escrow Dep - Hamilton Place	173	173	0
20100	Prepaid Assessments	15,455	13,147	2,308
20150	Deferred Assessments	57,573	86,359	(28,786)
20153	Deferred Greens Reserve	800	1,200	(400)
20154	Deferred Oak Tree Reserve	500	750	(250)
**TOTAL CURRENT LIABILITIES		\$81,207	\$109,217	(\$28,010)
**RESERVE LIABILITIES				
30000 15	Reserves Contingency	11,275	10,942	333
30005 22	Reserves Greens	12,435	12,033	402
30005 68	Reserves Oak Tree	10,135	9,882	252
30005 77	Reserves Property Damage	46,931	46,631	300
30080	Reserves - Interest	2,584	2,555	30
**TOTAL RESERVE LIABILITIES		\$83,359	\$82,042	\$1,317
**TOTAL LIABILITIES		\$164,567	\$191,259	(\$26,693)
EQUITY				
**MEMBERS EQUITY				

<p style="text-align: center;">Standard_Balance_Sheet 2170 SWEETWATER CC HOA INC. 07/31/2019</p>

FIRSTSERVICE RESIDENTIAL
2300 MAITLAND CENTER PARKWAY
Maitland FL 32751-7410

Account	Description	As of Jul	Prior Month	Inc/(Dec)
38010	Capital Contribution	4,500	3,750	750
38880	Fund Balance	376,588	376,588	0
	Current Year Net Income/(Loss)	<u>(\$7,704)</u>	<u>(\$14,073)</u>	<u>\$6,369</u>
**TOTAL MEMBERS EQUITY		\$373,384	\$366,266	\$7,119
**TOTAL LIABILITIES & EQUITY		<u>\$537,951</u>	<u>\$557,525</u>	<u>(\$19,574)</u>

Income Statement w Annual Budget 2170 SWEETWATER CC HOA INC. 07/31/2019

FIRSTSERVICE RESIDENTIAL
2300 MAITLAND CENTER PARKWAY
Maitland FL 32751-7410

Account	Description	Jul Actual	Jul Budget	Jul Variance	YTD Actual	YTD Budget	Variance	Year Budget
**REVENUE								
40000	Owner Assessments	28,153	28,153	0	112,613	112,612	1	337,836
40002 00	Reserve Income	633	633	0	2,532	2,532	0	7,600
40002 25	Reserve Income Greens	400	400	0	1,600	1,600	0	4,800
40002 45	Reserve Income Oak Tree	250	250	0	1,000	1,000	0	3,000
40078	Late Fee Interest	255	0	255	424	0	424	0
40080	Operating Interest	158	0	158	620	0	620	0
40081	Reserve Interest	30	0	30	123	0	123	0
40115	Administrative Fee	1,925	0	1,925	1,925	0	1,925	0
**TOTAL REVENUE		\$31,803	\$29,436	\$2,367	\$120,837	\$117,744	\$3,093	\$353,236
EXPENSES								
**ADMINISTRATIVE								
50005	CPA Services	167	167	0	872	668	(204)	2,000
50012 00	Bad Debt Expense	0	1,240	1,240	22,991	4,960	(18,031)	14,880
50045 00	Legal Expense	0	833	833	1,080	3,332	2,252	10,000
50045 03	Legal Expense Other	0	292	292	460	1,168	708	3,500
50054	Management Collected Late Fees	0	0	0	(50)	0	50	0
50055	Meeting Expenses	0	50	50	0	200	200	600
50081	Postage/Copies/Printing	0	333	333	3,058	1,332	(1,726)	4,000
50099	Storage Fees	92	88	(4)	528	352	(176)	1,060
50110	Administrative Miscellaneous	0	167	167	4,997	668	(4,329)	2,000
50125	Web Page/Internet	0	250	250	0	1,000	1,000	3,000
**TOTAL ADMINISTRATIVE		\$259	\$3,420	\$3,161	\$33,936	\$13,680	(\$20,256)	\$41,040
**PROPERTY INSURANCE								
52031	Liability Insurance	136	138	2	522	552	30	1,661
52032	Umbrella Insurance	249	269	20	980	1,076	96	3,225
52035	Directors & Officers Insurance	325	175	(150)	1,146	700	(446)	2,101
52036	Fidelity Bond	0	175	175	0	700	700	2,101
52063	Workers Comp Ins.	61	71	10	242	284	42	850
**TOTAL PROPERTY INSURANCE		\$771	\$828	\$57	\$2,889	\$3,312	\$423	\$9,938
**UTILITIES								
54050 00	Electricity	553	708	156	2,339	2,832	493	8,500
54070 00	Water & Sewer	675	1,125	450	2,829	4,500	1,671	13,500
**TOTAL UTILITIES		\$1,227	\$1,833	\$606	\$5,168	\$7,332	\$2,164	\$22,000
**CONTRACTS								
60021 58	Contracts Mulching	920	920	0	2,760	3,680	920	11,040
60021 94	Contracts Tree Trimming	388	388	1	1,163	1,552	390	4,650
60073	Irrigation Inspection Contract	1,000	1,000	0	3,540	4,000	460	12,000
60090	Lawn Maintenance	7,100	7,000	(100)	28,418	28,000	(418)	84,000
60091	Landscape Maint. Mowing	600	0	(600)	0	0	0	0
60093	Lawn Abandoned Homes	0	167	167	0	668	668	2,000
60095	Fertilizer & Pest Control	0	0	0	982	0	(982)	0
61000	Management Services	3,073	2,975	(98)	12,292	11,900	(392)	35,697
61045 00	Security Charges	3,211	2,917	(294)	10,720	11,668	948	35,000
**TOTAL CONTRACTS		\$16,291	\$15,367	(\$924)	\$59,875	\$61,468	\$1,593	\$184,387
**REPAIRS/MAINTENANCE								

Income_Statement_w_Annual_Budget
2170 SWEETWATER CC HOA INC.
07/31/2019

FIRSTSERVICE RESIDENTIAL
2300 MAITLAND CENTER PARKWAY
Maitland FL 32751-7410

Account	Description	Jul Actual	Jul Budget	Jul Variance	YTD Actual	YTD Budget	Variance	Year Budget
70043 028	Repairs/Maintenance - Backflo	0	100	100	0	400	400	1,200
70043 100	Repairs/Maintenance Pressure	0	625	625	0	2,500	2,500	7,500
70043 15	Repairs/Maintenance Electrical	0	333	333	1,164	1,332	168	4,000
70049	R & M - Entry Upgrades	0	417	417	1,185	1,668	483	5,000
70134	Lawn/Landscape Replacement	0	1,333	1,333	0	5,332	5,332	16,000
70135	Landscape Extras	0	1,223	1,223	1,200	4,892	3,692	14,671
70137	Irrigation Repairs/Maintenance	2,299	833	(1,466)	3,339	3,332	(7)	10,000
70138	Tree Trim/Replacement	3,275	1,667	(1,608)	3,275	6,668	3,393	20,000
70289 50	Contingency Residential	0	0	0	11,255	0	(11,255)	0
**TOTAL REPAIR/MAINTENANCE		\$5,574	\$6,531	\$958	\$21,418	\$26,124	\$4,706	\$78,371
**SOCIAL DEPARTMENT								
75310 05	Social Department -Supplies/Eq	0	8	8	0	32	32	100
**TOTAL SOCIAL DEPARTMENT		\$0	\$8	\$8	\$0	\$32	\$32	\$100
**SPECIAL PROJECTS								
74005 50	Spec Proj -Holiday Decorations	0	167	167	0	668	668	2,000
**TOTAL SPECIAL PROJECTS		\$0	\$167	\$167	\$0	\$668	\$668	\$2,000
**RESERVE TRANSFERS								
80000 08	Rsrv Contingency	333	333	0	1,332	1,332	0	4,000
80000 187a	Rsrv Property Damage	300	300	0	1,200	1,200	0	3,600
80000 78b	Rsrv Greens	400	400	0	1,600	1,600	0	4,800
80000 78c	Rsrv Oak Tree	250	250	0	1,000	1,000	0	3,000
80001	Reserve Interest	30	0	(30)	123	0	(123)	0
**TOTAL RESERVE TRANSFER		\$1,313	\$1,283	(\$30)	\$5,255	\$5,132	(\$123)	\$15,400
**TOTAL EXPENSES		\$25,435	\$29,437	\$4,002	\$128,541	\$117,748	(\$10,793)	\$353,236
NET INCOME/(LOSS)		\$6,369	(\$1)	\$6,370	(\$7,704)	(\$4)	(\$7,700)	\$0