

**NOTICE**  
VENTURA COUNTRY CLUB COMMUNITY HOMEOWNERS' ASSOCIATION, INC.

**Board of Directors Meeting**  
**Thursday, September 24, 2020**  
**7:00 PM**

Community Clubhouse  
3201 Woodgate Blvd.  
Orlando, Florida 32822

Agenda:

1. Call to Order
2. Roll Call / Establishment of Quorum
3. Proof of Notice of Meeting
4. Approval of Minutes from previous Board of Directors meeting August 27, 2020
5. Managers Meeting Report
6. CAM Report (fines and use suspensions)
7. Treasurer report
8. Standing Committee reports
  - ARC Committee
  - Safety Committee
  - F&B Committee
  - Golf & Greens Committee
  - Building & Grounds Committee
  - Finance Committee
    - Palm pruning for HOA grounds by Brightview @ \$15,484 from Operating Funds
    - Canal cleaning between Willowpointe & Southpointe by Aquatic Weeds @ \$7,950 from Capital Reserve
    - Approve maintenance agreement for Canal cleaning between Willowpointe & Southpointe by Aquatic Weeds @ \$125 start-up and \$70 monthly from Operating Funds
    - Landscape enhancements in front and around the pool pump area by Brightview @ \$9,328.44 from Capital Reserves
    - Landscape enhancement in front of the restroom by the main pool by Brightview @ \$1,074 from Capital Reserve
    - Repair erosion in the ground behind the tennis court by Premier Restoration @ \$16,650 from Capital Reserve
    - Landscape enhancement at Ventura Place subdivision by Brightview @ \$1,544.41 from Capital Reserve
9. Other Business
  - Discuss OPD patrol contracts for Traffic & Safety
  - Discuss Pershing Gate House remodeling
10. Adjournment

**NOTICE**  
VENTURA COUNTRY CLUB COMMUNITY HOMEOWNERS' ASSOCIATION, INC.  
**Board of Directors Meeting Minutes**  
**Thursday, August 27, 2020**  
**7:00 PM**  
Community Clubhouse  
3201 Woodgate Blvd.  
Orlando, Florida 32822

Directors Present:

Dan Lees  
Dick Therrien  
Aaron Runzel  
Tom Holmes  
Paul Morency  
Mike Westerveld

Directors present via telephone:

Allan Amer  
Petur Sigurdsson  
Keith Armstrong

Also Present:

Gabby Ramos – Community Association Manager

Meeting called to order at 7:02pm by President Dan Lees. All Directors being present either in person or by telephone, quorum was established to proceed.

Written notice of the meeting was posted on property on August 25, 2020 at least 48 hours in advance of the meeting in accordance with Chapter 720 Florida Statutes.

Motion by Paul Morency to approve minutes of previous Board meeting held on July 30, 2020; second by Tom Holmes; passed unanimously.

General Manager's report given by President Dan Lees. Review of common property maintenance and improvement projects completed since last meeting and currently in progress.

CAM report given by Gabby Ramos.

Treasures report given by Keith Armstrong.

ARC Committee report given by Tom Holmes. Motion by Tom Holmes to approve architectural modification applications #7.1-7.15. Second by Aaron Runzel, passed unanimously

Safety Committee report given by Dick Therrien. Dick Therrien makes motion to use parking violation stickers on vehicles with color coded for condos and homes to be placed on driver's window, to be purchased by each condo. Second Tom Holmes, motion carried 7 to 2, opposed Dan Lees and Allan Amer

F & B Committee report given by Petur Sigurdsson

Golf & Greens held no meeting

Buildings and Grounds committee differed to Finance committee.

Motion by Mike Westerveld to approve Premier Restoration to remodel the Pershing Gate House @ \$35,000 from Capital Reserves. Second by Aaron Runzel, motion failed, 1 to 8, opposed Dan Lees, Dick Therrien, Tom Holmes, Paul Morency, Allan Amer, Peter Sigurdsson, and Keith Armstrong

Motion by Keith Armstrong to approve Greater Outdoors to remove (9) tress throughout the community not to exceed \$7,500 from Operations. Second by Paul Morency, passed unanimously.

Motion by Keith Armstrong not to proceed with any lien foreclosures on condos. Second Tom Holmes; passed unanimously

General discussion of reopening ballroom for events.

Motion by Allan Amer to approve post orders to reflect condo pool houses, second by Tom Holmes, passed unanimously.

Motion by Allan Amer to eliminate the daytime OPD enforcement, second by Paul Morency. Tabled for one month.

Motion to adjourn by Tom Holmes; second by Mike Westerveld; passed unanimously.

Ventura Country Club Community Homeowners Association  
Treasurer Report

August 2020

	Operating	Reserves
Cash	\$ 643,335	\$ 592,092
T.Rowe Price account		\$ 2,513,416
	<u>\$ 643,335</u>	<u>\$ 3,105,508</u>

Accts Receivable-Dues	\$ 61,777
Accts Receivable- Other	\$ 50,638
Reserve for Bad Debts	\$ (45,864)
Spent from Reserves YTD	383,605
Fund Balances - YTD	\$ 110,370 \$ 3,106,058

NET INCOME (LOSS)	Month	Budget	Variance
HOA Admin+ Grounds	\$ 20,380	\$ 12,059	\$ 8,321
Pro Shop + Golf Course	\$ (8,748)	\$ (43,592)	\$ 34,844
Restaurant	\$ (16,609)	\$ (19,447)	\$ 2,838
Total Income (Loss)	\$ (4,977)	\$ (50,980)	\$ 46,003

NET INCOME (LOSS)	Year to Date	Budget	Variance
HOA Admin+ Grounds	\$ 115,142	\$ 70,088	\$ 45,054
Pro Shop - Golf Course	\$ 93,914	\$ (18,768)	\$ 112,682
Restaurant	\$ (102,542)	\$ (31,113)	\$ (71,429)
Total Income (Loss)	\$ 106,514	\$ 20,207	\$ 86,307

August 2019

	Operating	Reserves
Cash	\$ 184,084	\$ 254,315
T.Rowe Price/CDARS		\$ 2,468,393
	<u>\$ 184,084</u>	<u>\$ 2,722,708</u>

Accts Receivable-Dues	\$ 42,626
Accts Receivable- Other	\$ 37,874
Reserve for Bad Debts	\$ (28,807)
Spent from Reserves YTD	456,557
Fund Balances - YTD	\$ 78,649 \$ 2,701,175

NET INCOME (LOSS)	Month	Budget	Variance
HOA Admin+ Grounds	\$ (5,621)	\$ 15,203	\$ (20,824)
Pro Shop + Golf Course	\$ (22,879)	\$ (35,355)	\$ 12,476
Restaurant	\$ (25,818)	\$ (16,718)	\$ (9,100)
Total Income (Loss)	\$ (54,318)	\$ (36,870)	\$ (17,448)

NET INCOME (LOSS)	Year to Date	Budget	Variance
HOA Admin+ Grounds	\$ 35,463	\$ 70,887	\$ (35,424)
Pro Shop - Golf Course	\$ 13,788	\$ 5,892	\$ 7,896
Restaurant	\$ (125,148)	\$ (40,102)	\$ (85,046)
Total Income (Loss)	\$ (75,897)	\$ 36,677	\$ (112,574)

Assessments deposited into reserves each month - \$81,382  
 Reserve fund balance has increased \$288,209 over the 12/31/19 balance.  
 Year to date budget variance \$198,881 less than this time last year. Positive \$86,307 vs negative \$112,574  
 Pro Shop positive budget variance \$112,682. YTD rounds 3,492 over budgeted. Average income per round \$22.50  
 Financial results do not include the PPP loan proceeds. It is included in the operating cash total but not reflected in the income figures at this point.  
 Unpaid assessments( accounts receivable) increased \$1,410 from the July figure.  
 Year to date payroll costs are \$118,670 less than the budgeted amount.

**Ventura Country Club ARC Committee Meeting Minutes Amended II**

**Wednesday September 16, 2020**

**Ventura Clubhouse Maple Room**

Present:

Pat Bak

Tom Holmes (Board Liaison)

Joyce Kuhn

Judy Lavigne

Sandy Markley

Marina McTeague

Judy Tencza

Carolyn Benham

Gabby Ramos, Community Association Manager

Absent:

Elaine Humphrey

Judy Lavigne

Meeting Called to Order by Pat Bak

Approved previous meeting minutes from August 19, 2020

**Review of ARC Requests: See attached Excel Spreadsheet**

**Old Business: No old business**

**New Business: No new business brought up in committee**

Next Meeting Wednesday October 21, 2020 @2:30pm –Ventura Clubhouse Maple Room

Respectfully Submitted,

Carolyn Benham

VENTURA COUNTRY CLUB COMMUNITY HOMEOWNERS ASSOCIATION, INC					
ARCHITECTURAL REVIEW COMMITTEE					
DATE : WEDNESDAY September 16, 2020					
	Agenda Number	Address	Description of Work	Approved / Approved with Proper Permits / Not Approved	Comments
<b>Community:</b>	<b>Autumn Green</b>				
	7.1)	2964 Heatherside Ave	Install 7' x 7' storage on platform base	Denied	Out building can not be higher than 6' and can not be visible from the street
	7.2)	6257 Gardenview Court	Repainted home Body PPG 1061-1 (Irish Cream) Trim PPG 1061-6 (Safari Brown) Replaced Roof	Approved	Paint colors match SW approved Ventura colors
	7.3)	6379 Greengate Drive	Replace Roof Color: Cobblestone Grey*	Approved	
	7.4)	6325 Gardenview Court	Paint Home Body SW2827 Trim SW2829 Accent SW6258	Approved	
	7.5)	2602 Autumn Green Drive	Replace skylight windows with 3 Pella windows (no grid)	Approved	
	7.6)	6392 Greengate Drive	Replace windows no grids	Approved	
		<b>Shadybranch</b>			
	7.7)	6199 Brynwood Street	Repaint Driveway Color: Battleship Gray	Denied	Not approved driveway color
	7.8)	6123 Brynwood Street	Install white vinyl fence 3" from property line in between neighbor's home	Approved	
		<b>Ventura Club</b>			
	7.9)	3547 Idle Hour Drive	Redo flower bed per drawings	Approved	
	7.9a)		Replace Driveway -entry way with pavers	Approved	
	7.10)	3412 Pinebrook Court	Add rain gutters Color: White	Approved	
	7.10a)		Paint Home Body SW7002 (Pure White) Trim SW7059 (Unusual Grey) Accent SW 7018 (Dovetail)	Approved	
	7.10b)		Paint Garage Door Grey	Approved	
	7.10c)		Install white vinyl fence per survey	Approved	
	7.10d)		Remove current pavers, plants & palm tree. Add gray pavers to the front	Approved pending city permit	
	7.10e)		Remove 3 palm trees on side of house	Approved pending city permit	
	7.10f)		Remove light fixture above garage	Approved	
	7.11)	3610 Idle Hour Drive	Plant Podocarpus plant along the back of the home & 4' fence	Approved	Fence must be white privacy vinyl
	7.12)	3668 Idle Hour Drive	Replace Chimney Guard R/R	Approved	
		<b>Ventura Reserve</b>			
	7.13)	6401 Yarmouth Court	Replace all windows with grids	Approved	
	7.14)	3427 Santa Monica Drive	Install white vinyl fence with two gates	Approved	
	7.15)	3463 Brookwater Circle	Paint Home Body SW6428 (Jubilee) Trim SW7006 (Extra White) Garage and Accents SW7582 (Salute) Door	Approved	Items listed on ARC application approved. Survey mentions a fence—new application must be submitted for a fence.
	7.15a)		Build Outside Screened Patio 12' x 16'	Approved	
	7.15b)		Install gray pavers in driveway	Approved	
	7.15c)		Remove screen from front door. Close back door, French doors and relocate	Approved	
	7.16)	3323 Santa Monica Drive	Remove 2 trees in front yard	Approved pending city permit	
	7.16a)		Remove old driveway and lay a new one	Approved	Approved for new drive to be concrete
		<b>Ventura Cove</b>			
	7.17)	6508 Dover Cove Drive	Install Fence trash refuse 5 1/2" x 6' height	Approved	Approved for White Vinyl Fence
	7.17a)		Install pavers to match driveway for walkway to fenced in area to enclosure	Approved	
<b>Additions:</b>	<b>Shadybranch</b>				
	7.18	2569 Shady Branch Drive	Replace Wood Fence with White Vinyl Privacy Fence	Approved	
			* Ratify approval		