

NOTICE

VENTURA COUNTRY CLUB COMMUNITY HOMEOWNERS' ASSOCIATION, INC.

Board of Directors Meeting

Thursday, June 27, 2024

7:00 PM

Community Clubhouse – Ballroom

3201 Woodgate Blvd. Orlando, Florida 32822

Agenda:

1. Call to Order
2. Pledge of Allegiance/ Devotion
3. Roll Call / Establishment of Quorum
4. Proof of Notice of Meeting
5. Approval of Minutes from the previous Board of Directors meeting May 30, 2024 and closed Board of Directors meeting June 6, 2024
6. General Manager report – Gabby Ramos
7. CCC Report (fines and use suspensions) – Gabby Ramos
8. Treasurer report – Elaine Humphrey
9. Standing Committee reports
 - ARC Committee – Paul Morency
 - o Approve Betty Vazquez to committee
 - Safety Committee – Lou Columna
 - Social Committee – HaleyRae Cannell
 - o Approve Betty Vazquez to committee
 - o Approve revised policies and procedures
 - Golf & Greens Committee – Paul Russell Jr.
 - o Approve revised policies and procedures
 - Building & Grounds Committee – Cecil Shaffer
 - o Discuss hiring a designer for the 19th Hole
 - Finance Committee – Elaine Humphrey
 - o Hire Dreux Issac & Associate to review & prepare reserve study in 2025 @ \$6,800 from Operating Expenditure
10. Other Business
11. Homeowner request to speak
 - o 3419 Idle Grove Court – Brenda Burroughs: Restaurant
 - o 3975 Ventura Place – Burned down house in Ventura Place
 - o 3951 Ventura Place - Burned down house in Ventura Place
12. Director Remarks
13. Adjournment

Board of Directors Meeting May 30, 2024
Ventura Country Club Community Homeowners' Association, Inc.
Unapproved Minutes

Directors Present:

Dan Lees – President
Paul Morency – Vice President
Elaine Humphrey – Treasurer
HaleyRae Cannell – Secretary
Paul Russell Jr.
Lou Columna
Mike Westerveld
Cecil Shaffer
Karen Butera

Also Present:

Gabby Ramos – General Manager

Meeting called to order at 8:00 PM by Dan Lees, President. All Directors except Karen Butera being present, in person or via phone, quorum was established to proceed.

Written notice of the meeting was posted on the property on May 28, 2024, at least 48 hours in advance of the meeting in accordance with Chapter 720 Florida Statutes.

Motion by Elaine Humphrey to approve minutes of the previous Board meeting held on April 25, 2024, with corrections; second by Mike Westerveld, motion passed unanimously.

General Manager's report given by Gabby Ramos; review of common property maintenance and improvement. Projects completed since the last meeting and are currently in progress.

CCC report was given by Gabby Ramos—nothing to report this month.

Treasurer's report given by Elaine Humphrey. Recap of April financial results and capital reserve expenditures.

Motion by Paul Morency to approve 5.1-5.4, 5.4c-5.12 and deny 5.4b second by HaleyRae Cannell; motion passed unanimously.

Safety Committee report was given by Lou Columna.

Social Committee report was given by HaleyRae Cannell.

Golf and Greens Committee report was given by Paul Russell Jr.

Building and Grounds Committee report was given by Cecil Shaffer.

Finance Committee report given by Elaine Humphrey.

Motion by Elaine Humphrey to approve All Florida Septic to clean our sanitary systems not to exceed \$18,975.40 from Operating Expenditure, seconded by HaleyRae Cannell; motion passed unanimously.

Motion by Elaine Humphrey to approve Pressure King to pressure wash community sidewalks not to exceed \$23,570 from Operating Expenditure, seconded by Paul Morency; motion passed 7 to 1, opposed Paul Russell Jr.

Motion by Elaine Humphrey to approve Splash Pool to replace DE Filters at the clubhouse pool not to exceed \$3,3601,985 from Operating Expenditures, seconded by Paul Morency; motion passed unanimously.

Motion by Elaine Humphrey to approve Mondragon to replace HOA irrigation @ \$693,000 from Reserve Expenditure @ seconded by Paul Russell Jr; motion failed 3 to 6; in favor were Dan Lees, Elaine Humphrey, and Paul Russell Jr.

Discussion was held regarding alternatives to irrigation for common grounds.

Motion by Dan Lees to approve Liz Butula to be on the Building & Grounds committee, seconded by HaleyRae Cannell, motion passed unanimously.

Motion by Elaine Humphrey to approve Brenda Burroughs to be on the Covenant and Compliance Committee, seconded by Paul Morency; motion passed unanimously.

Motion by Paul Morency to approve Ellory Butula to be on the Safety Committee, seconded by HaleyRae Cannell; motion passed unanimously.

Motion by Karen Butera to approve Cheryl Cimato to the Social Committee, seconded by HaleyRae Cannell; motion passed unanimously.

Motion by Diane Spano to be on Building & Grounds Committee, seconded by Paul Russell Jr.; motion passed unanimously.

Director Remarks

Karen Butera made comments regarding Gov. DeSantis new laws passed. Asked about electronic voting and if we could use that to try to revise our covenants.

Motion by Karen Butera to approve paying for the first 40 tickets for the pool party, a total of \$160, seconded by Cecil Shaffer; motion failed 5 to 3; in favor were Karen Butera, Cecil Shaffer, Lou Columna, Mike Westerveld.

Paul Morency appreciated everyone who had signed up to be on a committee. We are looking for 4 more members.

Cecil Shaffer expressed concerns regarding the restaurant's operations.

Motion by Cecil Shaffer to adjourn, second by Paul Morency. The meeting adjourned at 8:30pm

Ventura Country Club Community Homeowners Association
Treasurer Report

May

2024

	Operating	Reserves
Cash	\$ 627,450	\$ 374,785
T.Rowe Price account	\$ 1,567,046	
	<u>\$ 627,450</u>	<u>\$ 1,941,831</u>

Accts Receivable-Dues	\$ 31,232	
Accts Receivable- RV	\$ 1,724	
Reserve for Bad Debts	\$ 26,223	
Spent from Reserves YTD	\$ 124,115	
Fund Balances - YTD	\$ 262,316	\$ 1,944,767

	Month	Budget	Variance
NET INCOME (LOSS)			
HOA Admin+ Grounds	\$ 22,715	\$ 15,244	\$ 7,471
Pro Shop + Golf Course	\$ 26,309	\$ 18,688	\$ 7,621
Restaurant	\$ (35,177)	\$ (10,380)	\$ (24,797)
Total Income (Loss)	\$ 13,847	\$ 23,552	\$ (9,705)

	Year to Date	Budget	Variance
NET INCOME (LOSS)			
HOA Admin+ Grounds	\$ 185,175	\$ 79,520	\$ 105,655
Pro Shop - Golf Course	\$ 65,742	\$ 58,845	\$ 6,897
Restaurant	\$ (102,697)	\$ (3,317)	\$ (99,380)
Total Income (Loss)	\$ 148,220	\$ 135,048	\$ 13,172

Spent from reserves YTD, Golf Course - \$4,819, Paving & Sidewalks - \$581, Cart Paths (\$39,313), Landscaping - \$4,600
Clubhouse: Furn., Fixt., & Equip- \$23,425, Misc Bldg Comp - \$9448, Mech/Elec - \$5,156, Computer - \$3,616
Misc: Fencing - \$3,674, Signage - \$14,766, Fountains - \$9,790
Paving & Sidewalks: Sidewalks \$57,648, Paving - \$10,452
Restaurant - Furn., Fixt., & Equipment - \$15,454

Monthly deposits into the reserve fund - \$ 101,908. Year to date interest earned - \$29,964

Year to date budget variance is positive, \$13,172 better than budget.

May

2023

	Operating	Reserves
Cash	\$ 484,417	\$ 856,524
T.Rowe Price account	\$ 484,417	\$ 243,260
	<u>\$ 484,417</u>	<u>\$ 1,099,784</u>

Accts Receivable-Dues	\$ 47,726	
Accts Receivable- RV	\$ 1,588	
Reserve for Bad Debts	\$ (38,021)	
Spent from Reserves YTD	\$ 316,553	
Fund Balances - YTD	\$ 234,288	\$ 897,784

	Month	Budget	Variance
NET INCOME (LOSS)			
HOA Admin+ Grounds	\$ 6,088	\$ 10,993	\$ (4,905)
Pro Shop + Golf Course	\$ 20,274	\$ 3,150	\$ 17,124
Restaurant	\$ (18,548)	\$ (20,043)	\$ 1,495
Total Income (Loss)	\$ 7,814	\$ (5,900)	\$ 13,714

	Year to Date	Budget	Variance
NET INCOME (LOSS)			
HOA Admin+ Grounds	\$ 102,549	\$ 129,691	\$ (27,142)
Pro Shop - Golf Course	\$ 80,143	\$ 45,021	\$ 35,122
Restaurant	\$ (55,794)	\$ (45,652)	\$ (10,142)
Total Income (Loss)	\$ 126,898	\$ 129,060	\$ (2,162)

Spent from reserves YTD, Golf Course - \$4,819, Paving & Sidewalks - \$581, Cart Paths (\$39,313), Landscaping - \$4,600

Clubhouse: Furn., Fixt., & Equip- \$23,425, Misc Bldg Comp - \$9448, Mech/Elec - \$5,156, Computer - \$3,616

Misc: Fencing - \$3,674, Signage - \$14,766, Fountains - \$9,790

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Ventura Country Club ARC Committee Meeting Minutes

Wednesday June 19, 2024

Ventura Clubhouse Maple Room

Present:

Sandy Markley, Chairperson

Susan Brown

Cheryl Powers

Absent:

Carolyn Benham, Secretary

Judy Lavigne

Paul Morency Board Liaison

Gabby Ramos, General Manager

Meeting Called to Order by Sandy Markley. Cheryl Powers kindly agreed to function as secretary and take the minutes.

We welcomed two guests to our meeting: Betty Vazquez and HaleyRae Cannell.

Approved previous meeting minutes from May 22, 2024.

Review of ARC Requests: See attached Excel or PDF Spreadsheet.

Old Business: None

New Business: Betty Vazquez has shown an interest in joining the ARC and has submitted her paperwork to the HOA office. The ARC committee would like the Ventura HOA Board to approve and appoint Betty Vazquez to the ARC.

Discussion on homeowners continuing to select non approved HOA paint colors to paint their homes. ARC is charged to follow the written Standards set by the HOA. Tabled this discussion until Gabby is available.

Next ARC requests review meeting **Wednesday July 17, 2024, in the Maple Room at 1:30pm.**

Respectfully Submitted,

Cheryl Powers

typed by CB

**Ventura Country Club HOA
Safety Committee Minutes
June 18, 2024**

ATTENDANCE

Diane Spano	Haley Rae Cannell
Dick Therrien	Ellery Butula - absent
Lou Columna	Gabby Ramos - GM
Gale Strain	Cecil Schaffer – guest

1. **Call to Order** – 1:30 p.m.

2. **Roll Call** – Quorum

A new member to the committee, Ellery Butula, was approved at last month's board meeting.

3. **Approval of Minutes** from May 14, 2024

Motion made to approve by Diane S. Second by Haley Rae. All approved.

4. **Review of Policy & Procedures** – Completed last month – request for digital copies for Committee members. Gabby to send them.

5. **Old Business**

a. **Projects Completed**

- Gator/Wildlife Warning on Golf Cart Screens – Installed by Josh. Golfers will see it as they approach the 1st and 10th hole. They must touch the screen to continue.

b. **Status Updates from Gabby**

- Cameras in Library & Parking Lot – Completed and operational. Needs minor adjustment to maximize viewing area. To be completed by IT company.
- Permits for Raper Dairy Gate Arm – City Approved. Waiting on Ramco to install.
- OPD Monthly Report – Keith Hernandez is the new liaison. Now receiving reports with breakdowns of the number of stops and days OPD was patrolling. Traffic Stops – 20, COP actual per area-17. Suspicious person-1, suspicious vehicle-2, 5 flag downs, 1 significant event. Time frame-June 7, 9, 10, and 18th. Report is specific to Ventura only-45 contacts June 1 - 18. Patrol is a four-hour shift, 3 days a week, if it is picked up.
- Pool rope with buoys – Gabby checking for better price for 40' rope
- Walking/Jogging signs for Woodgate – Gabby is doing an inventory of all signs To see which ones need to be replaced to make one order.

c. **Driving range** – Josh has made some adjustments to the driving range, but still a stray golf ball occasionally in the Oasis parking lots.

d. **Speed Limit sign** – Place to be marked and put up in-house on Lake Point

6. **RAMCO Report** – Maxwell called onto duty - absent

7. **New Business**

a. Fencing by wells and culvert - Haley had some reports that kids were walking along the end of a drainage ditch near Pershing gate. Residents were concerned about them falling in. Committee will investigate.

b. Member concerns

- Gabby getting quotes on ADA doors for administration building
- Discussion on ways to secure TV cords out on the patio for both safety and Aesthetics.

Motion to adjourn at 2:04 P. M., motion made by Diane. Second by Haley. All Approve.

Next Meeting – Tuesday – July 9, 2024 at 1:30 p.m. in the Maple Room



VCC Social Committee Meeting: June 10, 2024

Called to order: 11:00am

In attendance: Brenda Burroughs, HaleyRae Cannell, Gloria Chin, Cherylann Cimato, Cathy Clemens, Cheryl Powers, Betty Vazquez. **Absent:** Carrie Musca, Suzi Moden

Welcome New Member: Cherylann Cimato. Waiting on the board to approve Betty Vazquez.

Financial Report: \$3,629.55. Pool Party expenses have not been finalized.

Pool Party:

- 118 tickets sold (65 in advance and 53 sold at event) Thank you notes for sponsors signed and a thank you will also be put in the Venture
- Left over snacks and giveaways to be donated to The Russell Home

Thoughts for next year:

- Need to do a better job of counting ticket sales prior to event
- Trays to help carry food that are a bit more sturdy
- Poster board thank you for sponsors to post day of event
- Better gloves for easier on and off
- Look into games for appropriate age groups
- On-site ticket sales stopping at 1pm and serving food stops at 1:30pm
- Raffle ideas: 19th Hole gift certificate, Beach bag filled with goodies

Other Events for 2024 /2025

- **Halloween Trunk or Treat:** Sun Oct 27th
- **Veteran's Day:** Mon Nov 11th Need flyer finalized by Aug 15th
 - o Have 46 flags,
 - o 66 ice cubes w/42 bags, will need more bags
 - o Have 18 coins, may need more
 - o Look into patriotic runners and glass containers
- **Holiday Bazaar/Fall Flea Market:** New name **Holiday Market**
Sat Dec 7th date discussed. Need to confirm with Iris
- **Golf Cart Parade:** Sat Dec 14th
- **Fashion Show:** Tues Jan 28, 2025

Policy and Procedure Review: Reviewed and accepted. To be presented to the Board.

Other business:

- Brenda to look into name tags
- No meeting in July

Next Meeting Date: Mon August 12th 11:00am

Respectfully submitted,
Brenda Burroughs

POLICIES AND PROCEDURES

VENTURA COUNTRY CLUB COMMUNITY HOMEOWNERS' ASSOCIATION, INC.

SOCIAL COMMITTEE

(Revised May 2024)

1.0 Purpose

The purpose of the Ventura Social Committee is to plan and execute social activities for the residents within the Ventura community. These activities will include but not be limited to the following:

1.1 To work with the General Manager, Event Coordinator, Director of Golf, Restaurant Manager and Board liaison in the planning of all activities.

1.2 To plan activities which will be appealing to all the residents in the Ventura community while taking into account that not everyone has an interest in certain events.

1.3 To research all phases of an activity or event before presenting it to the community. This will include making reservations, decorations, planning menus and arranging transportation when required in a cost effective manner.

1.4 To maintain an accounting of the income and expenses of all activities which shall be reported to the committee. Policy shall require that all events be planned to be self-supporting unless a subsidy has been authorized by the committee.

1.5 To promote events through the VCCC HOA newsletter, via flyers to be posted in various locations and announcements at group meetings such as the Sunshine Club and Board of Directors Meetings. Event information will be submitted to Administration to be posted on the Ventura Website, in the newsletter, in the email blasts and on the marquee.

2.0 Meetings

2.1 Due to the seasonal population of our community, monthly meetings will be scheduled from September through June. Meetings shall be held in July and August as needed.

2.2 Minutes shall be recorded and distributed to all committee members in a timely fashion. Such minutes are then communicated to the VCCC HOA Board of Directors by the Board Liaison.

3.0 Organization and Procedures of the Committee

3.1 Committee Members. The Ventura Social Committee shall consist of both year round and seasonal residents of the community. Membership shall not exceed nine (9) members including the Board Liaison.

3.2 Officers. Members of the committee shall select a Chairperson, Vice Chairperson, Secretary and Treasurer. Either the Chair or Vice Chair must be a year-round resident of Ventura. If there are not sufficient committee members to fill all of these roles, the roles of Secretary and Treasurer shall be filled by the Chair and/or Vice Chair.

4.0 Financial

4.1 Financial Responsibility. The committee does not provide a detailed financial report to the VCCC HOA Board since all of the monies generated and spent are transmitted through the management office. At the conclusion of each event, an Event Report is to be prepared, reviewed by the Chair and then presented to the committee at the next scheduled meeting.

4.2 Contracting with Outside Parties. While any committee member may be in charge of organizing events, the Chair shall review all contracts. If necessary, the Chair will pass the contract to the General Manager should the contract contain provisions requiring management or board approval. The VCCC HOA Management Liaison will offer advice/instructions as appropriate.

4.3 Handling Deposits and/or Check Requests. The Chair and Treasurer or other person temporarily appointed shall review and sign all check requests and all deposits prior to submittal to the Accounting Department. Funds will be audited to ensure that all tickets sold are accounted for and that the number of persons attending the event balances against the ticket sales records.

4.4 Ticket Sales. Ticket sales are considered to be final upon collection of funds and issuance of tickets. Refunds will not be made after funds have been deposited with the Accounting Department. Any requests for an exception to this policy must be brought to the Chair and subsequently to the full committee for a determination.



POLICIES, PROCEDURES & GUIDELINES VENTURA GOLF & GREENS ADVISORY COMMITTEE

June – 2024

1.0 Purpose of the VGGAC Committee

- 1.1 To provide oversight for the golfing program at Ventura and to develop and recommend basic operational policy for that program to the VHOA Board.

2.0 Golf and Greens Advisory Committee

- 2.1 Membership on the Ventura Golf and Greens Advisory Committee (VGGAC) shall be limited to a minimum of seven and maximum of nine (9) voting members.
- 2.2 The VGGAC shall include the current Ventura Golf Professional and/or Director of Golf, Golf Course Superintendent and a **VHOA Board representative** who is one of the voting members.
- 2.3 Membership shall be limited to Ventura property owners.

3.0 Selection of Golf Committee Members

- 3.1 The VGGAC voting members shall consist of individuals who are Ventura property owners approved by the VHOA Board.
- 3.2 Names of volunteers shall be submitted by the VGGAC to the VHOA Board after the February VHOA Board election meeting for consideration and appointment.
- 3.3 Appointments shall be for one year.
- 3.4 The VGGAC voting member's terms shall run from March through February of the calendar year.

4.0 Organization of the Committee

- 4.1 The members of the Golf Committee shall elect a chairperson, a vice chairperson and a secretary, each of whom will serve for one year.
- 4.2 The committee as a whole may select and appoint sub-committees and sub-committee chairpersons as required doing the business of the VGGAC.

5.0 Definitions

- 5.1 **Single Annual Pass Holder:** an adult resident who pays an annual green fee.
- 5.2 **Family Annual Golf Pass Holders:** two adult residents within the same household and children (up to and including age 18) who pay annual green fees.
- 5.3 **Homeowners:** person(s) holding title to property at Ventura.
- 5.4 **Residents:** person(s) residing in, but not owners of the dwelling they occupy.

6.0 Primary Activities for the Ventura Golf & Greens Advisory Committee

Local Rules

- 6.1 Each golfer must have his or her own and/or rental golf bag and golf clubs.
- 6.2 If a group fails to keep its place on the course and falls more than one clear hole behind the golfers ahead, it must allow the group following to play through or they shall be asked to skip a hole by the ranger. All golfers must comply with the ranger's request or they are **subject to ejection** from the course.
- 6.3 Individuals are personally responsible for any damage to Ventura owned equipment and/or property.
- 6.4 No alcoholic beverages are permitted on the grounds of the Ventura Golf Course unless purchased from Ventura Country Club.
- 6.5 Failure to check in and register prior to a reserved starting time may cause cancellation or a "set back". Please notify the Pro Shop of any cancellations as soon as possible. **(Failure to notify the Pro Shop may result in a warning or suspension of golf privileges.)**
- 6.6 All players' names must be listed at the time the reservation is made. If only part of the group shows up, tee times may be changed until the Pro Shop can successfully re-pair the players.
- 6.7 All golfers who stop after playing nine holes must occupy the next tee before the players following arrive at the tee or they shall lose their position on the golf course.

Protocol

- 6.8 All golfers must register in the Pro Shop before beginning play.
- 6.9 All golfers must begin on #1 tee unless a shotgun start is used. Under no circumstances are golfers permitted to start play from residences.
- 6.10 Director of Golf reserves the right to establish rules governing access and starting times with respect to the golf course.
- 6.11 All tournament play must be approved in advance by the Director of Golf.
- 6.12 Duties of the golf rangers are to help regulate play and enforce rules.
- 6.13 Only club sponsored and club operated events may be held on week-ends and holidays during the winter season (January-March) with the exception of one outside revenue producing tournament per month, January 1st to March 31st. Winter season events must patronize the restaurant.
- 6.14 Gift certificates and/or appropriate prizes will be awarded at all club sponsored functions.

Golf Attire – Appropriate golf attire is mandatory for all golfers.

- 6.15 **Men:** golf or polo shirts with collars are required at all times. Slacks, Bermuda or golf shorts are considered appropriate attire. Sweaters, Turtlenecks & Mock collars are allowed.
Items not permitted: tank tops, tee shirts, fishnet tops, cut-offs, sweat pants, bathing suits, tennis shorts and jeans.
Women: dresses, skirts, slacks, golf shorts, golf shirts and blouses are considered appropriate attire.
Items not permitted: halter tops, tee shirts, fishnet tops, bathing suits, sweat pants, tennis dresses, athletic shorts, cut-offs and jeans.
Shoes: appropriate soft spike golf shoes and/or sneakers are required on the golf course. Improperly dressed golfers will be asked to change before golfing. If you are in doubt concerning your attire, please check with the Golf Pro Shop.

Golf Starting Times

- 6.16 All golfers must have a starting time reserved through the Pro Shop.
- 6.17 The Pro Shop will assign the starting time depending on availability.
- 6.18 Starting times are available as follows:
 - Annual Golf Members** 7 days in advance
 - Public Members**..... 6 days in advance
 - Resident green fee** 5 days in advance
 - Public**3 days in advance
- 6.19 Tee times given by telephone or lineup in Pro Shop will start at 6:30 a.m.
- 6.20 Limit number of times an annual greens fee member can play to five times per week. (Monday through Sunday) including Pro Shop events, unless course is not filled.
- 6.21 If necessary, twosomes and singles will be grouped with other players, if possible. Starting times will be determined by the Pro Shop.
- 6.22 The Pro Shop reserves the right to require play as threesomes and foursomes.
- 6.23 No fivesomes allowed unless approved by the Pro Shop.
- 6.24 Starting time changes must be approved by the Pro Shop.

Golf Cart Rules

- 6.25 The starter/Pro Shop has the authority to require two players per club owned carts.
- 6.26 Club rental carts shall not be used by a golfer or guest on the property without proper assignment and registration. All Club carts shall be used only on golf course property.
- 6.27 Each operator of a golf cart must have a valid drivers license. Non playing riders must be at least 10 years of age.
- 6.28 Only two persons and two sets of golf clubs are permitted per golf cart.
- 6.29 All golfers shall obey all golf cart rules and traffic signs.
- 6.30 Golf carts shall be driven on cart paths around all greens and tees.
EXCEPTION: handicapped golfers will be given a flag for their cart. No flags will be issued on a day when it is "cart path only." These carts must adhere to the following rules:
 - 1. Travel the shortest distance from the cart path to your ball.

2. Never drive the cart on the approach to the green.
3. Stay at least 10 yards from the green at all times.
4. Where possible, approach the green from the rear.
5. Remain on the cart path at all times.

6.31 Golf carts shall not be driven through any hazard.

6.32 Care shall be used to avoid soft areas on fairways, especially after rains. All carts shall be kept on cart paths where designated until golfers reach the line of their ball and then drive a 90-degree angle to the ball.

6.33 Operation of a golf cart is at the risk of the operator. Cost of repair to the golf cart damaged by a player will be charged to the player.

6.34 Violation of the golf cart rules and/or Club policies may result in loss of golf cart privileges and/or playing privileges at the discretion of the VHOA Board.

Private Carts

6.35 In order to use a privately owned cart on the golf course, an application must be submitted to the Pro Shop, a certificate of insurance presented to the Club by the cart owner, and either the annual or daily fee paid.

6.36 The trail fee paid is for a specific person and period of time. Any other player riding in the cart must pay a fee to the Club.

6.37 Privately owned carts are subject to the same rules as Club owned carts. **Exceptions:** privately owned golf carts are not required to have two riders. Special events may require 2 riders for each cart.

6.38 Violation of the Club policies could result in the suspension of private cart privileges without refund.

7.0 Annual Golf Fees Program

"Definitions"

(1) Homeowners: person(s) holding title to property and residing in Ventura.

(2) Residents: person(s) residing in Ventura but not owners of the dwelling they occupy.

7.1 Annual green fees are due and payable by January 1st. Fees for new home homeowners, i.e. taking title after January 2, will be prorated to December 31 of that year. After the first year, they will pay on a yearly basis as of January 1st. Residents must pay the prescribed yearly fee regardless of arrival.

7.2 All homeowners and residents are eligible to apply for annual golfing programs. All fees quoted are payable in full on an annual basis (unless otherwise noted) effective the first day of January of any given year.

7.3 Homeowners and residents may apply for the following programs:

1. **Annual Greens Fee:** entitles member to one calendar year of green fees as of January 1.
2. **Family Annual Golf Pass holders:** two adult residents and children (up to and including age 18) who pay annual green fees.
3. **Annual Trail Fees:** entitles a homeowner/resident who registers a privately owned golf cart to one year Trail Fees as of January 1.
4. **Annual Golf Bag Locker Rental:** Entitles a homeowner/resident to the use of a storage locker for one year.
5. **Annual Golf Cart Seat Rental:** entitles the homeowner/resident (single and family) the use of a Ventura owned golf cart while playing the course. Cart seat rental is available for 3 months, 6 months or one year rental. Non-transferable.
6. **Homeowners/residents:** who prescribe to any of the above programs will be assigned a Golf Membership Pass Card. Proof of identity and/or residency may be required for verification. Membership in any of the Golf Programs will terminate upon transfer of title of the unit owned or upon the resident's lease ending.
7. **Homeowner/resident:** who join any of the above programs must prepare a Golfing Program Worksheet and present it to the Ventura Pro Shop with payment on or before January 1 of the calendar year. Fees for new homeowners, i.e. taking title after January 2, will be prorated for that year. After the first year, they will pay on a yearly basis. Residents must pay the prescribed yearly fee regardless of arrival.
8. All fees are subject to Florida State Sales Tax (currently 6.5%) with the exception of the GHIN handicap system.

8.0 Suspension or Termination of Golf Privileges

8.1 Annual green fee players may, after review, have their membership terminated or suspended with refund and denied all golfing privileges if he/she:

1. Exhibits inappropriate behavior on club property.
2. Permits his/her Annual Pass to be used by another individual
3. Fails to pay annual fees in a proper and timely manner.
4. Fails to abide by the Rules and Regulations as set forth.
5. Treats the Ventura personnel or employees in an unacceptable manner.
6. Fails or refuses to pay for damages attributable to the Annual Pass Holder.

8.2 All other golfers upon review, will have their golfing privileges suspended or terminated if they:

1. Exhibit inappropriate behavior on the course or in/around the clubhouse.
2. Fail to abide by the rules and regulations set forth by the VHOA Board of Directors.
3. Treat the personnel or employees of Ventura in an unacceptable manner.
4. Fail to compensate the Ventura golf operations for damages to the golf course, equipment or clubhouse, which is attributable to him/her.

8.3 Procedure for Suspension or Termination.

1. Member/resident reports inappropriate behavior of a named resident/golfer to the Director of Golf.
2. At the request of the Golf Director, a letter is given to the General Manager informing him/her of the inappropriate behavior of the resident/golfer.

9.0 Basic Refund Policy

- 9.1** A homeowner or resident may terminate his or her annual green fee/annual trail fee pass by delivering written notice of resignation to the Director of Golf. There will be no refunds of annual green fees or trail fees under any circumstances except as outlined below:
Total disability (physical/death) for the balance of the year.
Pro rate all fees paid to one person if total disability/death occurs between January 1 and the end of the year.

10.0 Golf Course Etiquette

10.1 It is strongly suggested that all golfers adhere to the recommendations listed below:

1. A player who is delayed in making his/her shot should indicate to another player to take their shot and such action should not be deemed playing out of turn.
2. The time required to hole out around the green is a chief cause of slow play. Study and clear the line of your putt while others are doing the same.
3. Be sociable but reserve your extended conversations for the 19th hole.
4. Upon approaching a green, park your cart on the cart path. Never leave the golf cart in front of the green.
5. When play of a hole is completed, leave the green promptly and proceed to the next tee without delay. Do the scoring for the completed hole while the others in your group are playing from the next tee.
6. If you are not holding your place on the course, allow the players behind to play through. Do the same if you stop to search for a lost ball.
7. Repair your ball marks on the greens.
8. Any divots made in the fairways should be filled with sand contained in the sand bottles located on the golf carts.
9. Carefully rake the sand bunkers after use.
10. The golf rangers will report slow play and all breaches of golf etiquette to the Pro Shop.
11. Play of more than one ball per player at a time is prohibited.
12. Do not take practice shots on golf course proper.

11.0 Rain Check Policy

- 11.1** A full 18-hole rain check is issued if play has not begun on the 5th hole.
11.2 A 9-hole rain check is issued if play has begun on the 5th hole.
11.3 No rain checks after the 14th hole played. (shotgun start).
11.4 Cash register receipt and score card must be presented to receive rain check.
11.5 No cash refunds.
11.6 All rain checks must be used within 30 days.

Gabby Ramos

From: Diane Spano <dianespano42@gmail.com>
Sent: Saturday, June 15, 2024 10:18 AM
To: Brenda S Burroughs; HaleyRae Christian Cannell; Jeff Caldwell; Doug Doug Pelich; Bob Bob Walsh; John Jack Sullivan; Elizabeth Liz Butula; Diane Spano; Cecil Jay Shaffer
Cc: Gabby Ramos
Subject: VCC Building & Grounds Meeting: June 13, 2024

VCC Building & Grounds Meeting: June 13, 2024

1.) Called to order: 4:30 pm

2.) Role Call / Establishment of Quorum: Haley Rae Cannell, Cecil Shaffer, Dick Therrien, Doug Pelich, Bob Walsh, Jack Sullivan, Diane Spano
Phone: Liz Butula, Brenda Burroughs
Management: Gabby Ramos
Guest: Gale Strain

3.) Approval of minutes from May 9, 2024: Doug questioned the breakdown of the 19th Hole renovations & foyer tile replacement/ TBD.

4.) New Business:

- Meeting with Designers-Committee interviewed Dan Miner and Marylou Stones. Each committee member expressed their ideas and opinions. Discussion on bullet points, budget, flooring first priority, nose level in restaurant, glam-up environment, entrance of restaurant not appealing, spoke about re-identifying that area. Traffic patterns were discussed, moving or extending the bar, using dining area overflow for extra seating when bar area is full. The consensus was: seems the 19th hole was the priority, change the overall colors in the clubhouse, no more brown, take rug out of 19th hole, hide the mechanics of the restaurant, purchase the correct items for longevity, possibly of entertaining the idea of a long term plan, in 3 phases, where a complete renovation would be considered based on future budgets., and reserve monies. Majority of members wanted the clubhouse to be a comfortable community space for all to enjoy, and not forget that we are a golf and country club. Designers were asked to consider all aspects of color, design, floor plans, etc. The committee chose, Marilou Stones, Stones Design LLC, who is experienced in hotel lobby, retirement establishments, and restaurants. Proposal will be forthcoming.
- Discuss Admin Parking lots-Gabby called electrical contractor to confirm appointment.
- Discuss Street Lights pole maintenance-Gabby received long email from OUC.
- Discuss painting the tiles at Pershing gate-We are fixing Woodgate Blvd. first. Gabby is looking for the stencil to identify the lanes.
- Discuss fencing around the well-Gabby recommended in house pressure washing.
- Discuss painting the bollard inbound at Pershing gate-in house will do.
- Discuss golf course bathrooms-discussion; they are re-done every 5 years, another suggestion-pass on to G & G.
- Discuss Dog park-committee agreed to keep focused on the priority projects that have been ear marked in budget.
- Discuss Soccer field-discussion; the Playground project is already in the process. Committee agreed to focus on pending projects.
- Discuss RV lot-great ideas, but no room for expansion.
- Discuss Repipe of clubhouse Plumbing-committee asked Gabby to get bids.
- Discuss Common Grounds Irrigation-questions were asked why it was sent back to B&G ? Haley questioned doing all of the common grounds as opposed to eliminating some parts ? Possibility of requesting more bids. More discussion is needed, discussion for next meeting.
- Discuss Resident Computer- Gabby to contact IT. To be discussed at next meeting/do we really need this? Discuss Geothermal quote-more research is needed, we need to explore, and go into reserve study.

5.) Other Business-None

6. Adjournment: Diane made the motion to adjourn at 7:02 P. M., second by Doug, all agreed.

NEXT MEETING JULY 11, 2024

Ventura Country Club
Finance Committee Meeting Minutes
Thursday, June 20th @ 3pm

Attendance:

Elaine Humphrey	Jeff Prigel	Gabby Ramos - GM
Jeff Caldwell	Gale Strain	Bill Shepler - Controller
Paul Russell Sr.		Haley Rae Cannell – Guest
Mike Westerveld		

1. Call To Order – call to order Elaine at 3:00 p.m.
2. Roll Call- Quorum established.
3. Approve minutes from May 22, 2024 – Motion to approve the minutes from May 22, 2024 made by Jeff C. Second Paul Sr. All approved.
4. Review of May 2024 Balance Sheet and Income Statement, Variance Report, Aged Receivables, COGS, Golf Rounds and Treasure’s Report
Aged Receivables -
 - Past due accounts are at their lowest in years. Focus has been on those accounts that owe over \$600. At this point there are 7 accounts in that category.Variance Reports
 - Questions concerning the lawyer fees. There have been several issues lately that have required input from the lawyer.
 - Golf Rounds – concerns that the number of rounds have not been met most months and how that will affect the budget. Target numbers have not been met but not that far off. The numbers are down from last year as that was the grand opening time. Next year may have to revise the expectations of the rounds.
 - Discussion on Ramco gas bill – request that they not leave vehicle running when not in it. Have been asked previously – Gabby will reiterate the request.
 - Restaurant numbers and losses. Bill handed out a detailed report of sales/labor costs for particular days in June that indicated business is very low at certain times and the cost of labor contributes greatly to the deficit of the restaurant numbers. These reports provided valuable information and insight into the restaurant sales and costs. Review of labor, scheduling, cost of goods, revenue was discussed. Sales are good at times but labor costs, especially those of the cooks, off-set it. Over scheduling of F&B personnel is an issue currently including overtime. Gabby has started monitoring it until we get a manager and has instructed Melvin and Iris to send staff home on rainy or slow days. Recommendations were made by Gabby and Bill as to going to summer hours for the

restaurant as there are some very slow times where the costs of labor are really draining the budget. Possible means of action – closing on Mondays, waiting to open until 4:00 on Mondays or Wednesdays as both are slow days in the summer. Waiting to open until 11:00 on weekends as breakfast crowd is very weak. Limited menu in summer. All these actions would only be for the summer months until our snowbirds return, possibly October 1.

The Board is to discuss and act on these items at the next Board meeting.

- New Golf Cart Fleet – Carts are on a lease which includes the GPS costs. The new lease started on June 1, 2024.

5. Write-Offs – None at this time

6. Lien Foreclosures –

Motion made to have the Attorney send a lien foreclosure notice for CV905.
Made by Elaine. Second by Mike. All Approved. Motion passed unanimously.

Motion made to have the Attorney send a lien foreclosure notice for CS475.
Made by Paul. Second by Elaine. All Approved. Motion passed unanimously.

7. Proposed Capital Reserves Expenditures – none

8. Proposed Operating Expenditures-

Discussion on proposal to have a reserve study completed to update the numbers of our present Reserve Study. The study will provide more in-depth details in regard to age of equipment, replacement costs, life expectancy so the community can be better prepared for upcoming expenses.

Motion made to have Dreux Isaac & Associates to review and update reserve study in 2025 not to exceed \$6,800. Amount to be included in 2025 budget.

Elaine made the motion. Jeff C. second. All approved. Motion passed.

9. Other Business

Clubhouse Pipe project – Gabby is waiting for bids to come back.

Clubhouse Renovation project – Building & Grounds needs a budget to work with to keep the project on course.

Equipment lease payment for gators and trailer will start in July, 2024.

10. Adjournment - Motion to adjourn made by Paul Sr. Second by Jeff P. All approved.

Meeting adjourned at 4:20 p.m. Next meeting will be Monday, July 22 at 3 because of committee member's schedules.