

SPANISH WELLS UNIT TWO HOMEOWNERS ASSOCIATION, INC.

Post Office Box 1565, Bonita Springs, FL 34133

**NOTICE TO ASSOCIATION MEMBERS AND DIRECTORS OF
A MEETING OF THE BOARD OF DIRECTORS**

Notice is hereby given that the **regular meeting of the Board of Directors of Spanish Wells Unit Two Homeowners Association, Inc.** will take place in the **Card Room (Lower Level) of the Spanish Wells Golf & Country Club, 9801 Treasure Cay, Bonita Springs, FL 34135 at 1:00 pm on Monday, August 12, 2019.**

DISTRIBUTION:

Karen Benson	Frank Schwartz
Diane Floyd	Howard Smith
Don Meek	Scott Wilkins
Pegie Morris	

All homeowners via e-mail or USPS based on their delivery preference.

Agenda of the Board Meeting

1. Call to Order, Quorum, Posting of Notice
2. Approval of Previous Meeting Minutes
3. Reports of Officers: President, Treasurer, Secretary
4. Committee Reports: Nominating, ARC/Compliance, Social, SWCA

Old Business: Approval of Revised Rules Document with affidavit verifying delivery to all homeowners

New Business:

Adjournment

The full text of the revised Rules Document is a part of this notice and is on pages following.

BY ORDER OF THE PRESIDENT

Homeowners wishing to make a statement at the Board Meeting with reference to a designated agenda item may do so, but have a three-minute time limit.

This notice has been posted on the property on or before the 12th day of July, 2019 and distributed electronically by order of the Board of Directors and in compliance with Chapter 720, F.S. and Association documents.

SPANISH WELLS UNIT TWO HOMEOWNERS ASSOCIATION, INC.
MONDAY, AUGUST 12, 2019, 1:00 PM
CARD ROOM AT SPANISH WELLS GOLF & COUNTRY CLUB
9801 TREASURE CAY, BONITA SPRINGS, FL 34135

CALL TO ORDER: A quorum being present, President Meek called the meeting to order at 1:00 PM

BOARD MEMBERS IN ATTENDANCE: Officers: Don Meek (President), Frank Schwartz (VP/Treasurer), Karen Benson (Secretary) - via telephone. Directors: Scott Wilkins, Diane Floyd, Pegie Morris, Howard Smith – via telephone. Residents in attendance: Marguerite Paul with grandson.

CONFIRMATION OF NOTICE: Notice of the meeting has been distributed in a timely manner and was posted in the customary locations.

FIRST ORDER OF BUSINESS: The first order of business was the approval of the minutes from July 8, 2019. Frank Schwartz moved to accept the minutes as written. Scott Wilkins seconded the motion. The motion was passed unanimously. Voting yes: Don Meek, Frank Schwartz, Karen Benson, Scott Wilkins, Diane Floyd, Pegie Morris, Howard Smith.

REPORTS OF THE OFFICERS

PRESIDENT'S REPORT (DON MEEK): The RULES will be submitted to the Association attorney for official recording now that proper notice to the Community is complete.

TREASURER'S REPORT (FRANK SCHWARTZ): Schwartz had previously submitted to the Board a report of the income and expenses. Report is attached. There were no questions or adjustments to the report.

SECRETARY'S REPORT (KAREN BENSON): There is no report at this time.

REPORTS OF COMMITTEES

ARC/COMPLIANCE (SCOTT WILKINS and FRANK SCHWARTZ): Schwartz had submitted his report to the Board prior to the meeting (see attached).

LEASES (DIANE FLOYD): Only one lease request was submitted in July, and approved.

NOMINATING COMMITTEE (HOWARD SMITH): No report.

SOCIAL COMMITTEE (PEGIE MORRIS): Morris reported that she has hosts for C&C in August and September, and the Country Club will host the October 23rd C&C, at \$20 per person. She still needs a host for November, but tentatively has a host for December. January 2020 may be at the Club, but has not been confirmed.

SWCA (SCOTT WILKINS): Wilkins had submitted his report to the Board prior to the meeting. He noted that there will be no SWCA meeting in August. The September meeting is expected to cover a preliminary budget. Wilkins also reported that the Club will be hiring a new course supervisor. Morris and Schwartz advised Wilkins of dead trees on the course in Unit Two that need attention.

OLD BUSINESS: There was no discussion of old business.

NEW BUSINESS: Schwartz proposed setting a deadline of 60 days for residents to address roof cleaning after notice is given. The deadline will note that seasonal residents may request an extension if they need to be in residence during the service. He also reported a problem with dead trees on Verde attracting tree rats – notice has been given to the homeowner to remove the trees and debris. Board members agreed with his recommendations.

Meek moved to adjourn the meeting at 1:25 PM The motion was approved unanimously.

The next meeting will be September 9, 2019 at 1:00 PM in the Card Room at the Spanish Wells Golf and Country Club.

Respectfully submitted,

Diane Floyd (for Karen Benson)

Karen Benson, Secretary

To: Spanish Wells Unit 2 HOA Board of Directors
From: Frank Schwartz - Treasurer

Financial Status Good

Financial Results for August 2019 through >> September, 2019

Paid SWCA \$58,785.88 for August and September
Received interest of \$153.30 for August from our Money Market account.
Paid Karen Benson \$20.00 for certified mail and mail charges
Paid Bleeding Edge Interactive \$300.00 for website maintenance

Year to Date:

We currently have \$119,893.34 cash in our account.

Paid SWCA	\$264,536.46
Paid Bleeding Edge Internet for our website	\$600.00
Paid Rosier Insurance for Crime Coverages	\$504.00
Refunded two homeowners who had overpaid their annual assessment	\$134.15
Paid to update the Florida Corporate Incorporation document	\$70.00
Paid for office supplies, postage and printing	\$718.66
Paid a bank service fee (refunded in February)	\$5.00
Owner paid to collect illegible check amount	\$100.00
Bank refunded maintenance fee of	\$5.00
Received bank interest	\$1,872.14
Received an Estoppel fee for 28433 Verde Lane	\$250.00
Received an Estoppel fee for 9909 El Greco Circle	\$250.00
Filed our 2018 1120-H Tax return	
Collected late fees	\$241.32
Refunded Florida National Title for overpayment	\$250.00
Paid Pavese Law Firm for Annual Meeting Work	\$241.68
Received Door Refund Check from Summit	\$20,710.25
Received Credit from Metavante Corp for Funds Not Cashied	\$35.00
Paid Pavese Law Firm for pre-suit preparation	\$1,837.75
Received Estoppel fee for 28380 Sombrero Drive	\$250.00
Paid annual dues for CAI membership	\$295.00
Paid Auto-Owners Insurance for Board Liability coverage	\$453.00
Paid Pavese for legal research regarding ARC issue	\$38.50
Received Estoppel fee for 28420 Sombrero Drive	\$250.00
Received refund from Auto-Owners Insurance	\$15.00

Financial Overview

Received deposits for August 2019	\$153.30
Received BANK interest (included in received deposits)	\$153.30
Paid out a total of	\$59,105.88

Our cash balance as of September 9, 2019 is \$119,893.34

There are some important things to note.

1. Reversed \$8,000.00 in potential legal fees

August 2019 Financial Report

**Spanish Wells Unit Two Homeowners Association, Inc.
P.O. Box 1565
Bonita Springs, Florida 34133**

August 2019 - Unit Two Architectural and Compliance Committee

September 9, 2019 Meeting Date

New Requests/Inquiries Submitted in July

Change Garage Door to Window	9790 Treasurer Cay	Submitted and Approved
New Lanai Cage and Trees	28386 Verde Lane	Submitted and Approved
New Landscaping	9868 El Greco Circle	Submitted and Approved
New Landscaping Request	28417 Verde Lane	Submitted and Approved

Non-Compliance Letters/Email Sent

Issue	Owner	Address	Letter Sent	Status	Comments
Dead Trees		28370 Verde	8/4/2019	Closed	Owner agreed to resolve issue
Roof Repairs		28419 Sombrero	8/7/2019	Open Through Jan 2020	Legal
Roof Repairs		28399 Sombrero	8/7/2019	Open Through Jan 2020	Legal
Dirty Roof		28399 Verde	8/14/2019	Open	LTR Out of state
Dirty Roof		9761 Treasurer Cay	8/14/2019	Open	LTR Local address
Dirty Roof		28372 Sombrero	8/14/2019	Open	LTR Out of state
Dirty Roof		28392 Sombrero	8/14/2019	Open	Legal
Dirty Roof		28401 Sombrero	8/14/2019	Open	LTR Local address
Dirty Roof		28428 Sombrero	8/14/2019	Open	LTR Out of state
Dirty Roof		28505 Sombrero	8/14/2019	Open	LTR Local address
Dirty Roof		28510 Sombrero	8/14/2019	Open	Legal
Dirty Roof		28514 Sombrero	8/14/2019	Open	LTR Local address
Dirty Roof		9851 El Greco	Email Germany	Open	Will Clean in November when they return

NOTE: "LTR" Letter mailed via USPS requesting action.

Requests Sent to SWCA > John Zizzo None

Requests sent to Billy Casper: Request to remove Dead trees behind 28394 Verde Lane > Open

Notes: All ARC requests are reviewed by Frank Schwartz & Scott Wilkins

Frank Schwartz
Chairman, Unit Two Architectural and Compliance Committee

Spanish Wells Unit Two Homeowners Asscoaition

PO Box 1565

Bonita Springs, FL 34133

Consolidated General Ledger YTD Financial Summary for 2019

Income YTD

Homeowner Assessments	\$329,805.81
EsToppel Fees Collected	\$1,000.00
Bank Interest YTD	\$1,872.14
Late Fees	\$250.13
One Time Summit Refund	\$20,710.25
Bank Fees	\$10.00
Homeowners Overpaid Assessment	\$384.15
Insurance Credit	\$35.00
Total	\$354,067.48

Expenses Paid YTD

SWCA Monthly Maintenance Fee	-\$264,536.46
Website Maintenance	-\$600.00
Legal Fees	-\$2,579.15
Office and Postage Costs	-\$718.66
CAI Yearly Membership for Board	-\$295.00
Insurance Policies	-\$2,072.00
Bank Fees	-\$110.00
Assesments Returned for Overpay	-\$384.15
Total	\$271,295.42

Planned Expenses Through 12/31/19

SWCA Monthly Maintenance Fees	\$88,178.82
Planned Misc Expenses	\$1,032.50
Total	\$89,211.32

Current Assets

Cash in Money Market Account	\$119,893.34
Future EsToppel and Interest Pmt	\$1,000.00
Total	\$120,893.34

Summary	Total Income	\$354,067.48
	Expenses	\$360,506.74

Planned Expenses September > December 31, 2019 \$89,211.32

Cash Assets Available through Dec 31-2019 \$120,893.34

Surplus Cash \$31,682.02

LEASE APPLICATIONS FOR SW UNIT TWO					
DETAILS					
Application Date	Address.	Owner	Lease Term	Renter	Agent
5/15/2019	28432 Verde Lane		5/31-9/15/2019	Scott Simone, 239 272.6080 sneeker57@msn.com	N/A
5/17/2019	9871 El Greco Circle		2/1-4/30/2020	Mike & Eileen Matson, 618.409.3999 eimats13@gmail	Amber Jasper, Grice Realty. 239 287 3355 ajasper@gricerealty.com
6/15/2019	9871 El Greco Circle		5/1-6/1/2020	Hendrikus Brands, Maria Hooijen, +31 40 867 1866. m.hooijen@gmail.com	Amber Jasper, Grice Realty. 239.287.3355 ajasper@gricerealty.com
7/30/2019	28433 Sombrero Drive		1/1-2/28/2020	Donald & Dayne Sislen, 314- 712-3225. d.sislen@yahoo.com	Debbie Waichulis, Premier 239.262.4242 Debbie.Waichulis@Premier.com
8/14/2019	28370 Verde Lane		1/1-2/29/2020	Sheldon & Patricia Spare, 717- 371-7075. t.spare@comcast.net	Korina Chilcoat, AAdvisor Rentals Inc. 239-455-2303. processing@aadvisorrentals.com