

**GEORGETOWN COMMUNITY SERVICES ASSOCIATION, INC.
BOARD OF DIRECTORS**

**MINUTES OF GENERAL MEETING
July 11, 2017**

1. **CALL TO ORDER.** Mr. Richardson called the General Meeting to order at 7:45. Mr. Smith took roll with the following results:

Mike Richardson	President	Present
Robert Fitch	VP	Present
Warren Smith	Sec/Treasurer	Present
John Sewell	Member	Present
Melissa Friel	Member	Present
Dorothy Strong	Member	Present
Geoff Riehl	Member	Present by Proxy
Amber Ealy	Member	Present
Scott Bill	Member	Present

2. **APPROVAL OF AGENDA.** Mr. Smith motioned to approve the agenda. Mrs. Ealy seconded the motion. There was no further discussion and the Board voted unanimously to approve the motion.

3. **APPROVAL OF MINUTES.** Mr. Smith motioned to approve as written the minutes of the Director's Meetings on June 13th. Mrs. Ealy seconded the motion. There was no additional discussion and the Board voted unanimously to approve the motion.

4. **POLICE REPORT.** Corporal Windsor reported that there have been 6 level 1 crimes in our area in the past 30 days. That is down from 11 this time last year. Corporal Windsor past out some books, and stated that she would e-mail it to the GM for publication. An attendee asked about where to make reports. Corporal Windsor stated the precinct is located at 295 Police Memorial Drive. Another attendee ask if something could be done about the speeders on Red Fox Drive. Another attendee informed Cpl. Windsor that there have been homeless people walking in the Junco and Cormorant area. Cpl. Snyder stated that they try to relocate the homeless to the downtown area where there are more services for them.

5. COMMITTEE REPORTS

a. **General Reports.** Collection Office Report, Accounting Summary, June 2017 Profit and Loss Report, and June 30th Balance Sheet are provided.

b. **Balances.** As of June 30, 2017, CSA checking (operational account) totaled \$156,125.41. The total of CSA reserves (Vanguard Account, First Chatham, South State Bank, United Community Bank, Ameris Bank, Carver State Bank, Queensborough, Colony Bank, Bank South, First Bank of Coastal GA, and Bank of the Ozarks accounts) is \$1,561,041.10. The total of CSA funds, including checking, reserves, petty cash, undeposited funds, and pre-payments is \$1,718,746.98. We made a deposit of \$11,455.00 into CSA reserves for June in accordance with the approved budget. All parcels also made their required reserve deposits for June. The total of all GCSA accounts is \$2,314,252.15. Aggregate deposits at each financial institution/program include:

AMERIS BANK

CSA Checking	\$156,125.41
CSA Reserve MM	\$ 4,123.80
Parcel Checking	\$ 37,559.71
Parcel MM	<u>\$ 57,540.31</u>
	\$255,349.23

FIRST CHATHAM BANK

CSA Reserve MM	\$245,080.98
CSA Reserve Checking	<u>\$ 100.00</u>
	\$245,180.98

SOUTH STATE BANK

CSA Reserve MM	\$247,990.44
----------------	--------------

UNITED COMMUNITY BANK

CSA Reserve MM	\$201,884.43
GTP Reserves MM	<u>\$ 45,219.28</u>
	\$247,103.71

CARVER STATE BANK

CSA Reserve MM	\$246,461.33
----------------	--------------

COLONY BANK

CSA Reserve MM	\$174,879.08
AP Reserve MM	\$ 1,581.87
HG Reserve MM	\$ 1,378.46
LL Reserve MM	\$ 1,695.25
GTP Reserve MM	\$ 33,473.89
TH Reserve MM	<u>\$ 35,203.65</u>
	\$248,212.20

QUEENSBOROUGH BANK

CSA Reserve MM	\$ 16,522.99
AP Reserve MM	\$ 5,547.16
HG Reserve MM	\$ 5,416.08
LL Reserve MM	\$ 25,797.66
GTP Reserve MM	\$105,955.52
TH Reserve MM	<u>\$ 88,960.58</u>
	\$248,199.99

BANK SOUTH

CSA Reserve MM	\$202,333.07
AP Reserve MM	\$ 5,018.72
HG Reserve MM	\$ 5,018.72
LL Reserve MM	\$ 5,018.72
GTP Reserve MM	\$ 14,829.02
TH Reserve MM	<u>\$ 15,056.14</u>
	\$247,274.39

BANK OF THE OZARKS

CSA Reserve MM	\$210,209.79
AP Reserve MM	\$ 5,001.56
HG Reserve MM	\$ 5,001.56
LL Reserve MM	\$ 5,001.56
GTP Reserve MM	\$ 10,012.44
TH Reserve MM	<u>\$ 10,012.44</u>
	\$245,239.35

FIRST BANK OF COASTAL GA

CSA Reserve MM	\$ 11,455.19
AP Reserve MM	\$ 789.59
HG Reserve MM	\$ 491.26
LL Reserve MM	\$ 715.01
GTP Reserve MM	\$ 25,000.41
TH Reserve MM	<u>\$ 44,789.07</u>
	\$ 83,240.53

Total CSA Reserves \$1,561,041.10 (AB, FCB, SSB, UCB, VG, CSB, QB, COL, BS,BO, FBCG)

CSA Checking \$156,125.41

CSA Petty Cash Fund \$ 300.00

Undeposited funds \$ 1,280.47

Total CSA Funds: \$1,718,746.98 (incl: cking, res, p/c, undep funds, & pre-pays)

Total GCSA Funds: \$2,314,252.15 (incl: tot CSA, parcel ck & mm res)

c. **Income and Expenses.** Total income for June was \$81,268.71 which was \$1,967.65 under budget. Expenses for the month were \$76,105 which were \$8,039 lower (better) than budget. Net Income for the month was \$2,843 which was \$1,342 higher (better) than budget.

d. Capital Budget Execution thru 6/30/17:

BAL SHEET/ RS LINE	ITEM	BUDGET	ACTUAL	DIFF
2210 Buildings				
Line	Item	Total		
.001	Reserve Study Update	\$2,500	\$2,500.00	0
1.003	SS Ext Painting & Trim Rep.	\$5,500		
22.003	NS Ext Painting & Trim Rep.	\$5,000	\$3,500.00	-1,500.00
2220 Furniture				
Line	Item	Total		
4.006	Folding Tables & Chairs	\$3,000	\$2,943.60	-\$56.40
21	Pool Furnishings	\$1,485	\$1,415.61	-\$69.39
2240 Land Improvements				
Line	Item	Total		
17.001	Tree Work (removals)	\$ 2,000	\$490.00	-\$1,510.00
17.002	Tree Pruning (large scale)	\$ 6,000	\$3,175.00	-\$2,825.00
18.007	Playground Sand	\$ 1,000	\$686.44	-\$313.56
18.01	Replace Installed Trashcans	\$ 900	\$888.04	-\$11.96
31.014	Repair Magnolia Woods Sign	\$ 600	\$476.00	-\$24.00
31.006	Repair Lion's Gate Sign	\$ 8,600		
31.026	Repair Sugar Mill Sign	\$ 900	\$600.00	-\$300.00
31.028	Repair GT Main Ent Sign	\$ 900	\$500.00	-\$400.00
31.04	Repair VG Ent Sign	\$ 900	\$600.00	-\$300.00
31.012	Replace King's Grant Sign	\$26,000		
32.006	Repair Dovetail A Lagoon	\$18,750		
32.007	Repair Dovetail B Lagoon	\$12,500		
New	Install entrance lights at Sugar Mill	\$ 1,000	soliciting	
New	Install entrance lights at V. Green	\$ 1,000	soliciting	
New add 1/10	Engineering Study--DRP drainage	\$ 3,385	\$3,385.00	0
2250 Equipment				
Line	Item	Total		
4.011	Replace Multi-station	\$ 4,000		
4.014	Replace (2) TVs in Gym	\$ 800		
5.005	Replace DVR	\$ 785		
15.004	Tennis Court Nets	\$ 1,500		
16.011	Replace Playground Fence 3-slat	\$ 8,740	soliciting	
18.002	Playground Spring Riders	\$ 2,100		
19.0	Replace Shop & Landscaping Eq.	\$ 3,000	\$1,657.43	-\$1,342.57
19.016	Wet/Dry Vac	\$ 150		
New	Bagging System for Mower	\$ 420		
Grand Total		\$123,415.00		

2017 PARCEL CAPITAL BUDGET

Audubon Park

2240 Land Improvements Line	BUDGET	ACTUAL	DIFF
1007 Tree Work	\$ 600	\$ 600	0

Hunter's Green

2240 Land Improvements Line	BUDGET	ACTUAL	DIFF
1.007 Tree Work	\$ 600	\$ 600	0
1.008 Large Scale Tree Work	\$ 1,600	\$3,260	+ \$1,660

Lott's Landing

2240 Land Improvements Line	BUDGET	ACTUAL	DIFF
1.004 Tree Work	\$ 600	\$ 600	0
1.008 Large Scale Tree Work	\$ 1,600	0	- \$1,600

Georgetown Place

2240 Land Improvements Line	BUDGET	ACTUAL	DIFF
1.001 Asphalt Patching	\$ 5,017		
1.002 Asphalt Seal Coating/Striping	\$ 6,398		
1.003 Curb/Gutter Repair	\$ 2,554		
1.005 Tree Trimming	\$ 600	\$1,300	+ \$ 700

Georgetown Townhomes

2240 Land Improvements Line	BUDGET	ACTUAL	DIFF
2.007 Tree Work	\$ 600	\$ 575	- \$ 25
2.008 Large Scale Tree Work	\$ 1,600	\$ 520.00	- \$1,080

Grand Total **\$21,769.00**

e. **Past Due Accounts.** The number of past due accounts in June decreased from 448 to 440, the dollar amount decreased from \$233,259.43 to \$231,448.99. The number of accounts 31-60 days decreased from 213 to 209, the dollar amount decreased from \$20,266.54 to \$17,964.40. The number of accounts 61-90 days increased from 131 to 152, the dollar decreased from \$15,483.69 to \$14,997.66. The number of accounts over 90 days decreased from 145 to 138, and the dollar value increased from \$197,509.20 to \$198,486.93. The total number of accounts past due (440) represents 22% of all properties. The June 30th past due dollar amount represents a 10.6% decrease compared to June of 2016. In June, we issued 92 first and second letters (combined) and 37 liens and 39 suits/judgments. We received 41 payments (of \$200 or more) for past due amounts totaling \$18,199.68. 24 of our accounts are in bankruptcy, with \$13,987.20 owed pre-bankruptcy, and \$16,848.29 in post-bankruptcy owed. The total amount in bankruptcy is \$30,835.49. The attached report summarizes the status of accounts that the Board approved special payments.

2. Projects and Other Topics.

- a. **Northside Clubhouse Sliding Door Replacement:** Underway – Completion 7/31/17.
- b. **Northside Clubhouse Carpet Repairs:** Underway – Completion before 7/31/17.
- c. **Northside Pool Fencing:** In process – Completion before 7/31/17.
- d. **GTP Irrigation System Repairs:** Completed.
- e. **Kings Grant Entrance Sign:** Soliciting – May defer to 2018 – Bids are over budget.
- f. **Playground Fencing:** Soliciting new style fence will be reviewed at next ARB Meeting.

Other: Village Green and Sugar Mill Entrance Lights have been installed.

- b. **SECRETARY/TREASURER.** No report
- c. **PARCEL REPRESENTATIVE.** No report
- d. **ARB REPORT** was provided by Mr. Sili and a copy is attached.

6. UNFINISHED BUSINESS.

- a. None

7. NEW BUSINESS

- a. **Appeal of Tree Removal Fine.** Mr. Smith motioned to approve the general manager's recommendation to approve the appeal. Mrs. Melissa Friel seconded the motion. There was no further discussion and the Board voted to approve the motion.
- b. **Write-Off Approval.** Mr. Smith motioned to approve write off of \$3,307.76. Mr. Sewell seconded the motion. There was no further discussion and the Board voted unanimously to approve the motion.

7. OPEN DISCUSSION.

- a. None.

8. ADJOURNMENT OF GENERAL MEETING. At 8: 20 p.m., Mr. Smith motioned to adjourn the Director's Meeting. Mr. Sewell seconded the motion and the Board voted unanimously to approve it.

GEORGETOWN COMMUNITY SERVICES ASSOCIATION, INC.
1234 King George Boulevard
Savannah, GA 31419
(912) 925-2861

July 4, 2017

ARB REPORT

The ARB has met once since the last Board of Directors meetings, on June 20.

June 20

Approved

2 Color Change

2 Tree Removal

1 Driveway Extension

Not Approved

1 Driveway Extension

1 Shrub Trimming

Members present: Robert Fitch (poxy to Renee Rabbitt), Renee Rabbitt, Mike Richardson, and Velore Brown.

Raymond Sili
ARB Inspector

**GEORGETOWN COMMUNITY SERVICES ASSOCIATION, INC.
1234 King George Boulevard
Savannah, GA 31419
(912) 925-2861**

July 4, 2017

INSPECTION REPORT

Since last BOD meeting

New Violations noted 397

Violations resolved 363

Letters mailed 575

*Largest number of violations: Lawn Maintenance, siding, parking on the grass

Raymond Sili
ARB Inspector