



Manager's Report

DEVONSHIRE NEIGHBORHOOD ASSOCIATION, INC.

January 2020

This report reflects management activity since the last Board of Directors Meeting. It is not indicative of all time spent on association business but reflects major areas of time spent.

Management has paid all invoices for November and December, as well as reviewed the financials and prepared a financial summary (included). Ms. Ledbetter will be given the entire Treasurer's report.

Accounts Receivable

- **DV0003-** remains arrear – 9,559.57 (\$6,157.00 is assessments due; remaining balance is interest charges)

Banking Information:

January's account balance sheet is included .

December 31st Reserve total are:	\$72,090.67	placed in MM at 2% with Iberia Bank
	\$ 2,507.58	placed in MM account at TD Bank.

Current Reserve total	\$85,411.34	placed in MM at 2% with Iberia Bank
(as of 1-24-2020)	\$ 2,507.58	placed in MM account at TD Bank.

Over the past months we have seen a steady decline of CD interest rates from 2% downward. Please review enclosed Bank Rate Sheet.

Interest earned in 2019 was \$3,946.98 and these funds, in accordance with FL Statues 720, have been placed back into the reserve accounts.

Property Tour

I toured the property December 2-19 and January 14, 2020 and did not see any violations outside of the occasional dirty mailbox or driveway, but nothing which warranted letters to residents.

Closings

No closing updates received in November or December 2019.

Financial

Treasurer Report for November and December 2019 delivered to Ms. Ledbetter.

End of December account balances are:

Cash in bank operating	\$43,706.86
Reserve account	\$71,945.82

Tasks

Created RFP for tree trimming – sent to Board liaison for review and distributed to vendors. Results listed in agenda section.

Collections protocol - see agenda too:

Because of Fair Debt Collection Act changes, an informal reach out to owners who miss one of two payments violates Fair Debt Collection Act and upon report can carry a fine of \$1,000.00 per occurrence.

1) "Kinder Letter" is available before an Intent to Lien notification and allows an owner extra reaction time before the Intent to Lien is processed and allows the owner to react prior to ITL and the associated fees being added to their account.

2) Intent to liens are prepared and notification mailed to the owner once an account is 45 days arrears. If the Kinder letter is introduced – the ITL will be bumped by approx.. 2 weeks. Cost for the ITL is approx. 107.50, is a hard cost to the Association, which is added to the owners' ledger for reimbursement to the Association.

3) Lien filing is next when the next assessment becomes delinquent (now the owner will be 3 months behind)

4) Final is Attorney actions, to be approved by Board motion, after review at a duly called meeting. Please review and confirm your collection policy for the upcoming year.

MRTA reminder: The documents must be re-recorded prior to the 30 year mark. **Your recording date is January 15, 1996, meaning documents must be re-recorded no later than January 2026.**

Agenda / Discussion items

OLD BUSINESS

1. Collection Policy Review – approval of "Kinder Letter"
 - a) "Kinder Letter" is available before an Intent to Lien notification and allows an owner extra reaction time before the Intent to Lien is processed and allows the owner to react prior to ITL and the associated fees being added to their account.
 - b) Intent to liens are prepared and notification mailed to the owner once an account is 45 days arrears. If the Kinder letter is introduced – the ITL will be bumped by approx. 2 weeks.
 - c) Cost for the ITL is approx. 107.50, is a hard cost to the Association, which is added to the owners' ledger for reimbursement to the Association.
 - d) Lien filing is next when the next assessment becomes delinquent (now the owner will be 3 months behind)
 - e) Final is Attorney actions, to be approved by Board motion, after review at a duly called meeting.
Please review and confirm your collection policy for the upcoming year.

NEW BUSINESS

1. Land care Contract with Down To Earth – recap of negotiations.
2. Reserve Investments
 Bank sheet included for review
 Revere Bank currently holds at 2.15, 2.24 and 2.3% on the shorter term CD's – all others are running below 2%)

3. Tree Trimming Estimates

Company	Assoc. .Front trees 26 trim 2 remove	Homeowner
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DWC Outdoors & Hauling LLC	\$ 8,670.00 [will discount to \$6,250 if all are trimmed at same time]	(21 trees recommend) Prices included for owner review.
West Tree Services	Bid \$12,000 on 100 trees, ask to rebid on 26 trim and 2 removal	(31 trees quoted) Printed for owners
Branch Land & Tree Service	\$10,900 = 29 Trees	Printed for owners
South Lake	No response	

4. Proposed March 28, 2020 Garage Sale participation
5. Upcoming Annual meeting – March 24, 2020
 Seats to expire are: Phyliss Ledbetter and Ron Wetmore
6. Christmas Décor / Lighting

If you have any questions or concerns in preparation for the meeting, please contact me at **352-243-4595 ext. 59009** or via email brights@sentrymgt.com in advance of the meeting.

Respectfully Submitted,
 Barbara Rights, LCAM

DEVONSHIRE NEIGHBORHOOD ASSOCIATION INC
 B A L A N C E S H E E T
 January 2020

	OPERATING	RESERVE	TOTAL
CURRENT ASSETS			
1015 UNION BANK - CHECKING - PRIMARY	13,109.05		13,109.05
1035 UNION BANK - MM - OPERATING	26,339.89		26,339.89
1060 IBERIA BANK - MM -RESERVE		85,411.34	85,411.34
1061 TD BANK - MM - RESERVE		2,507.58	2,507.58
1073 PETTY CASH - PHYLLIS LEDBETTER	100.00		100.00
	-----	-----	-----
	39,548.94	87,918.92	127,467.86
ACCOUNTS RECEIVABLE			
1210 ASSESSMENTS	8,787.69		8,787.69
1260 ALLOWANCE FOR DOUBTFUL ACCOUNTS	(2,500.00)		(2,500.00)
	-----	-----	-----
	6,287.69	0.00	6,287.69
PREPAID ASSETS			
1310 AUTO OWNERS LIAB INS 9/5/19-20 \$404.00	235.69		235.69
1311 HILLCREST D&O INS 9/5/19-20 \$870.00	507.50		507.50
	-----	-----	-----
	743.19	0.00	743.19
FIXED ASSETS - DEPOSITS			
1710 SUMTER ELECTRIC	80.00		80.00
	-----	-----	-----
	80.00	0.00	80.00
	-----	-----	-----
TOTAL ASSETS	<u>46,659.82</u>	<u>87,918.92</u>	<u>134,578.74</u>

BANK INTEREST RATES - CD

JANUARY 9 2020



Rates and special options apply to client accounts opened by Sentry Management's Banking Department.

The information on this rate schedule is provided to: 1) inform you of options and rates available to our associations for new MMs and CDs, 2) give information regarding existing MMs, and 3) show current rates for maturing CD renewals.

BANK NAME/INFO	ACCOUNT TYPE	APY%	MIN BAL
UNION BANK Homeowners Association Services  <i>**Union Bank offers a Suretyship Bond (SB) for balances over the FDIC limit of \$250,000 per bank per federal ID number</i>	**PROMO** CD - 12 MONTHS **PROMO** CD - 15 MONTHS	0.50% 1.25%	\$10,000 \$10,000
IBERIA BANK * (indicates updated rates not received) 	**PROMO** 7 MONTHS **PROMO** 11 MONTHS	1.88% 1.88%	\$1,000 \$1,000
FIRST HORIZON (P/K/A CAPITAL BANK *	**PROMO** CD - 8 MONTHS	1.65%	\$1,000
CAPITAL BANK - MD	CD - 3 & 6 MONTHS CD - 12 MONTHS CD - 18 MONTHS	1.80% 1.85% 1.90%	\$10,000 \$10,000 \$10,000
CENTENNIAL BANK *	CD - 12 MONTHS CD - 18-35 MONTHS	1.66% 1.76%	\$1,000 \$1,000
CONGRESSIONAL BANK	CD - 12 MONTHS CD - 18 MONTHS CD - 24 - 60 MONTHS	1.80% 1.80% 1.80%	\$25,000 \$25,000 \$25,000
EAGLE BANK	CD - 6 to 8 MONTHS CD - 9 to 11 MONTHS CD - 12 to 17 MONTHS CD - 18 to 23 MONTHS CD - 24 to 29 MONTHS CD - 36 to 47 MONTHS	1.41% 1.46% 1.33% 1.37% 1.44% 1.44%	\$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000
FIRST FLORIDA INTEGRITY BANK * <i>(Requires BOD information and signatures on resolution)</i>	CD - 12 MONTHS CD - 18 MONTHS CD - 24 MONTHS CD - 36 MONTHS	1.92% 1.92% 1.97% 2.02%	\$1,000 \$1,000 \$1,000 \$1,000
MUTUAL OF OMAHA BANK (aka Community Assn Banking)	** PROMO 9 MONTHS ** CD - 18 MONTHS CD - 24 MONTHS CD - 48 MONTHS	1.50% 0.80% 1.00% 1.55%	\$1,000 \$1,000 \$1,000 \$1,000
NEW MEXICO BANK & TRUST * <i>(bumped rate 0.01-0.05%)</i>	CD - 12 MONTHS CD - 18 MONTHS CD - 36 MONTHS CD - 48 MONTHS CD - 60 MONTHS	0.20% 0.25% 0.45% 0.65% 0.95%	\$1,000 \$1,000 \$1,000 \$1,000 \$1,000
(* indicates updated rates not provided by bank)			
ONE FLORIDA BANK	CD - 13 MONTH CD - 24 MONTH	1.51% 1.61%	\$10,000 \$10,000

BANK INTEREST RATES - CD

JANUARY 9 2020



Rates and special options apply to client accounts opened by Sentry Management's Banking Department.

The information on this rate schedule is provided to: 1) inform you of options and rates available to our associations for new MMs and CDs, 2) give information regarding existing MMs, and 3) show current rates for maturing CD renewals.

BANK NAME/INFO	ACCOUNT TYPE	APY%	MIN BAL
REVERE BANK <i>(bumped rate 0.25%)</i>	CD - 12 MONTHS	2.15%	\$10,000
	CD - 18 MONTHS	2.25%	\$10,000
	CD - 24 MONTHS	2.30%	\$10,000
	CD - 36 MONTHS	2.30%	\$10,000
	CD - 48 MONTHS	2.30%	\$10,000
	CD - 60 MONTHS	2.30%	\$10,000
SEACOAST COMMERCE BANK* <i>(* indicates updated rates not provided by bank)</i>	**PROMO** CD - 12 MONTHS	1.75%	\$50,000
	PROMO CD - 18 MONTHS	2.00%	\$50,000
SEASIDE NATIONAL BANK & TRUST	CD - 6 MONTHS	1.00%	\$10,000
	CD - 12 MONTHS	1.50%	\$10,000
	CD - 24 MONTHS	1.65%	\$10,000
SYNOVUS BANK (p/k/a/ Florida Community Bank) * <i>(* indicates updated rates not provided by bank)</i>	CD - 12 MONTHS	0.25%	\$10,000
	CD - 18 MONTHS	0.30%	\$10,000
	CD - 24 MONTHS	0.35%	\$10,000
TENNESSEE BANK & TRUST	FLEX CD - 6 MONTHS	0.85%	\$5,000
	FLEX CD - 12 MONTHS	1.50%	\$5,000
	FLEX CD - 18 MONTHS	1.54%	\$5,000
	FLEX CD - 24 MONTHS	1.58%	\$5,000
	FLEX CD - 36 MONTHS	1.60%	\$5,000
	FLEX CD - 48 MONTHS	1.65%	\$5,000
TIAA BANK <i>(Requires BOD Pres & Sec sigs as well as the SSN, address, phone number, and DOB of one BOD officer on acct appl provided to you by the banking dept, even with Sentry as signers. <u>This option will only be utilized as the highest available rate if specifically requested.</u>)</i>	CD - 3 MONTHS	1.45%	\$1,500
	CD - 6 MONTHS	1.70%	\$1,500
	CD - 9 MONTHS	1.80%	\$1,500
	CD - 12 MONTHS	2.00%	\$1,500
	CD - 18 MONTHS	2.00%	\$1,500
	CD - 24 MONTHS	2.00%	\$1,500
	CD - 36 MONTHS	2.05%	\$1,500
VALLEY NATIONAL BANK	**PROMO** CD - 3 MONTHS	1.60%	\$1,000
	** PROMO** CD 13 MONTHS(new \$)	1.80%	\$1,000
	CD - 6 MONTHS	1.65%	\$1,000
	CD - 12 & 15 MONTHS	1.65%	\$1,000
	CD - 18 MONTHS	1.65%	\$1,000

Devonshire Community

DWC OUTDOORS & HAULING LLC - CERTIFIED ARBORIST TREE REPORT COMPLETED ON 10.17.19

	Address	Front Tree				Back Tree					
		Trim	Remove	No Tree or Nothing at this time	Price	NOTES	Trim	Remove	No Tree or Nothing at this time	Price	Notes
3600	Chismore, Ernest/Hisako			X			X			150	8 FT ELEVATE
3601	Rae, Tessa			X			X			225	BACK LAUREL TRIM
3602	Hatzer, Dick/Carol			X			X	O.T		450	ORANGE TREE RM + LARGE LIMB OAK
3603	Miceli, Roy/Marge			X				X			
3604	Renter			X			X			300	TRIM + LANDSCAPE CLEAN UP
3605	Havens, Cal	x			350	TRIM			X		
3606	Belliucci, Bob/Darlene			X		WATCH 10-15MO.			X		WATCH 10-15MO
3607	Friedman, Diane			X					X		
3608	Miller, Wendell/Mikki			X					X		
3609	Alvord, Pam			X					X		
3610	Stich, Mike/Janet	X			300	TRIM	X			550	BACK PINES - DEADWOOD ONLY 275 + ELEVATE OFF ROOF 275
3611	Thompson, Madlyn			X					X		
3612	Kocse, Marty/Bernadine			X					X		
3613	Fontana, Domenik/Josephine			X					X		
3614	Rogers, Gordon/Marilyn			X			X			300	TRIM
3615	Carr, Leroy	X			600	2 LARGE LIMBS AND ELEVATE			X		
3616	Topel, Lynn			X					X		
3617	Mack, Barry/Tina			X					X		
3619	Colbert, Charles Raymond			X					X		
3621	Ascolese, Richard/Ida			X					X		
3623	TOM AND MAUREEN	X	HOLLY		195	CLASS II PRUNE 45 + HOLLY RM 150			X		
3625	Wetmore, Ron/Pat	X			200	DAMAGED LIMBS & ELEVATE			X		
3627	Lempa, Ed/Penny			X					X		
3629	Donkin, Caroline	X			200	LIVE OAK			X		
3631	Ohlrich, Joan			X					X		
3633	Swingle, Sondra			X					X		
3635	Mancuso, Marie	X			275	TRIM	X			300	TRIM
3636	Wickham, Joanne								X		
3637	Domenico, Gail								X		
3638	Lempa, Lawrence/Virginia								X		
3639	Payne, Jack/Kay								X		
3640	Vitale, Mike/Carmella						X			300	TRIM
3641	Pocara						X			500	TRIM
3642	Benar, Alberto/Regina	X			200	TRIM	X			300	TRIM
3643	Bowen, Howard/Sally								X		

		Address		Front Tree			Back Tree				
		Trim	Remove	No Tree or Nothing at this time	Price	NOTES	Trim	Remove	No Tree or Nothing at this time	Price	Notes
Kingswood Court				X					X		
Kingswood Court Continued				X					X		
3645	Barr, Dan/Joyce			X					X		
3647	Esser, Glenn/Barabara	X			225	ELEVATION	X			250	TRIM
3649	Farley, Bill			X					X		
3651	Wienard, Vernon			X					X		
3653	Close, Joanne			X					X		
3655	Gonzales, Maureen			X					X		
3657	Lisiechi, Richard/Lottie			X			X			600	TRIM
3659	Vanner, Lynn			X		** REMOVE MULCH FROM BASE			X		
3661	Burozski, Kathy			X					X		
3662	Carron, Enio	X			250	FRONT LIVE OAK			X		
3663	Samuels, Velma			X			X			500	MAJOR PRUNE
3664	Ledbetter, Phyllis			X					X		
3665	Walker, John/Phyllis	X			250	FRONT LIVE OAK			X		
3666	Muscalus, John/Alice			X					X		
3667	Law, Steven/Shelia		X		325	REMOVE FRONT			X		
3668	Whaley, Michael/Sharon			X					X		
3669	Ioime, Jim/Marie	X			200	ELEVATION			X		
3670	Pruente, Joan			X					X		
3671	Lennox, Larry Jr.	X			150	LIGHT PRUNE			X		
3672	Gehring, Jim			X					X		
3673	Fagan, Lorraine	X			150	ELEVATION	X			225	BACK LOWEST LIMB TOWARDS HOUSE
3675	Telford, Scott/ Nancy			X					X		
3677	Giacobe, Marge			X				X			NEED REMOVAL PRICE
3702	Haller, Ted/Nancy			X			X			300	
3703	Isenberg, Dave			X			X	X		925	CHERRY LAUREL REMOVAL 275 + MAJOR PRUNE OAK 650
3704	Loewen, Chuck/Dana			X		WAIT A YEAR FOR PRUNING			X		
3705	Careaga, Ron/Janet	X			350	FRONT OAK MISTLETOE			X		
3706	Mackenzie, David			X			X			650	MAJOR PRUNE
3707	Larke, Kathie			X					X		
3708	Darin, Richard/Joann			X					X		
3709	Palanti, Judy			X					X		
3710	Van Wyk, Jim			X					X		
3711	Offerdahl, Kay	X			125	1 LIMB NEAR 3715 - REMOVE LOWER			X		
3712	Young, Shirley	X			75	ELEVATE FRONT LOWER LIMBS			X		
3713				X					X		
3714	Hunt, Dick/Kathleen			X			X			350	TRIM
3716	Guerra, Lee/Pat			X					X		
3718	Markovich, Jean			X					X		
									X		

	Address	Front Tree				Back Tree				
		Trim	Remove	No Tree or Nothing at this time	Price	NOTES	Trim	Remove	No Tree or Nothing at this time	Price
Turnbridge										
				X				X		
2104	Renderer, Charlie			X				X		
2106	Durkin, Chuck/Jacqueline			X				X		
2108	Prillo, Catherine(renter)	X			1150	COBRA SYSTEM (2) + Trim	X		200	TRIM
2110	Dettle, David/Gloria	X			850	COBRA SYSTEM + TRIM				
2111	Winslow,Bruce/Marilyn			X				X		
2112	Pinkham, Monty/Darlene			X				X		
2113	Passenheim,Gloria			X				X		
2114	Whitsitt,Daniel/Victoria			X			X		300	TRIM
Cardigan										
2102	Hippelheuser, Bob					NEW OAK - SCORE ROOT + REPLANT				X
2103	Stroup, Les/Pat									X
										ELM IS OKAY
2108	Bohr, Bill/Shirley	X			250	TRIM		X	85	REC 1 NORFOLK CLOSEST TO HOUSE
2109	Zarcone, Frank/Nancy	X			250	TRIM				X
2114	Dunkerton,Patricia			X						X
2115	Hannon, Paul/Nancy			X						X
2121	Callahan, Richard/Ann			X						X
2124	Knight, Gordon/Beth			X						X
2126	Moscaritolo, Adele			X						X
OTHER										
	2 OAKS BEHIND 2103	X			425	1 @ 250 1 @ 175				
	BEHIND KAY (3639)	X			250	ELEVATE ONLY				
	3 TREES OFF KINGSWOOD BY 3619	X			225	TRIM OAK				
		X			225	TRIM OAK				
			X		350	REMOVAL + STUMP G				
	ACROSS FROM 3655	X			275	TRIM OAK				
				Total Done Separate	8670					
				Total Done Together	6250					

NOTES: 3659 NEEDS FRONT SECTIONS OF YARD REMOVED AND REFILLED WITH NEW SOIL - REPLANT TREE - BE SURE TO SCORE ROOTBALL ; HOLLY BEHIND 3601
SUBMIT REMOVAL REQUEST TO MASTER BOARD

Branch Tree Services

Devonshire at Kings Ridge - FRONT						
	Address	Front Tree				
	Kingswood Court	Trim	Remove	No Tree or Nothing at this time	Price	NOTES
3605	Havens, Cal	x			100	TRIM
3610	Stich, Mike/Janet	X			125	TRIM
3615	Carr, Leroy	X			200	2 LARGE LIMBS AND ELEVATE
3623	TOM AND MAUREEN	X	HOLLY		175	CLASS II PRUNE 45 + HOLLY RM 150
3625	Wetmore, Ron/Pat	X			125	DAMAGED LIMBS & ELEVATE
3629	Donkin, Caroline	X			125	LIVE OAK
3635	Mancuso, Marie	X			125	TRIM
3642	Benar, Alberto/Regina	X			150	TRIM
3647	Esser, Glenn/Barabara	X			150	ELEVATION
3662	Carron, Enio	X			150	FRONT LIVE OAK
3665	Walker, John/Phyllis	X			125	FRONT LIVE OAK
3667	Law, Steven/Shelia		X		300	REMOVE FRONT
3669	Ioime, Jim/Marie	X			175	ELEVATION
3671	Lennox, Larry Jr.	X			175	LIGHT PRUNE
3673	Fagan, Lorraine	X			150	ELEVATION
3705	Careaga, Ron/Janet	X			175	FRONT OAK MISTLETOE
3711	Offerdahl, Kay	X			150	1 LIMB NEAR 3715 - REMOVE
3712	Young, Shirley	X			175	ELEVATE FRONT LOWER LIMBS
3713	Huey, John and Angela		x		150	remove lower limb front

Devonshire at Kings Ridge - FRONT						
Turnbridge				X		
2108	Prillo, Catherine(renter)	X			125	COBRA SYSTEM (2) + Trim
2110	Dettle, David/Gloria	X			175	COBRA SYSTEM + TRIM
Cardigan						
2108	Bohr, Bill/Shirley	X			150	TRIM
2109	Zarcone, Frank/Nancy	X			150	TRIM
OTHER						
	2 OAKS BEHIND 2103	X			325	1 @ 250 1 @ 175
	BEHIND KAY (3639)	X			250	ELEVATE ONLY
	3 TREES OFF KINGSWOOD BY 3619	X			175	TRIM OAK
		X			200	TRIM OAK
					175	REMOVAL + STUMP G
	ACROSS FROM 3655	X			175	TRIM OAK

Branch Tree Services
page 2



PO Box 250
 Ocoee, FL 34761
 407.656.3223
 westtreeservice@outlook.com

Estimate

Date	Estimate #
1/23/2020	2673

Name / Address
Devonshire HOA c/o Sentry Management 1645 E. Hwy. 50, Suite 201 Clermont FL 34711

P.O. No.

Description	Qty	Total
On Kingswood Court - roadway oaks - elevate 83 oaks to 15-20 ft.		9,960.00
On Cardigan - roadway oaks - elevate 7 oaks to 15-20 ft.		840.00
On Turnbridge - roadway oaks - elevate 10 oaks to 15-20 ft.		1,200.00
Please remit payment to P.O. Box 250 Ocoee, Fl 34761		Total \$12,000.00