



The Landings Racquet & Swim Club

ANNUAL REPORT

2020



The Landings Racquet & Swim Club

c/o Lawrence Community Management Group
1507 Lear Industrial Parkway, Suite 1
Avon, Ohio 44011

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THE LANDINGS RACQUET AND SWIM CLUB, INC.

The Landings Racquet and Swim Club, Inc., also known as “Landings Racquet & Swim Club,” is certified by the Ohio Secretary of State as a not-for-profit corporation in Ohio (charter number 522770) and also recognized as a Federal Income Tax-Exempt organization by the Internal Revenue Service under Internal Revenue Code 501(c)(7). The Landings Racquet & Swim Club is located at: 425 Avon Belden Road, Avon Lake, Ohio 44012 (this is not a mailing address). To get in contact, go to: www.LandingsRacquetAndSwimClub.org/contact.html.

This annual report serves as public disclosure of specified financial activities of the Landings Racquet & Swim Club. It also reaffirms the club’s mission, vision, and description statements, identifies members of the Executive Board and Board of Trustees, and provides a summary and listing of capital improvement activities that occurred during the reported year.

Despite challenges associated with the COVID-19 pandemic, the Landings Racquet & Swim Club continued its operations under modified and restrictive guidelines. Although the clubhouse closed temporarily on two occasions to comply with the Ohio Governor’s social distancing/mass gathering restriction orders, it re-opened for the majority of the year in compliance with state and federal COVID-19 guidelines pertaining to social organizations and recreational facilities. Both the clubhouse and swimming pool areas operated at 50% capacity in 2020.

MISSION

The Landings Racquet & Swim Club’s mission is to ensure recreational facilities and property are maintained and available for full use and enjoyment by Landings residents. The Executive Board executes facility planning, maintenance, and monetary activities to keep the club physically and financially viable.

VISION

The executive vision is for the Landings Racquet & Swim Club to be the recreation option of choice for residents and guests of The Landings home and condominium owners’ community of Avon Lake, Ohio.

DESCRIPTION

The Landings Racquet & Swim Club is a not-for-profit corporation established in 1978 in the city of Avon Lake, Ohio. It consists of thirteen Trustees who conduct activities to manage the corporation and provide services to accomplish the corporation’s mission. One Trustee represents Kopf Builders (legal owner of the corporation’s facilities and common property), six Trustees represent The Landings Homeowners’ Association (consisting of 108 homes), and six Trustees represent the six Landings condominium owners’ associations (consisting of a total of 100 condominium units). Each Trustee is a voluntary participant and is appointed to the board by their respective association. In addition to accomplishing the corporate mission, the Trustees cast votes on budgetary and policy

matters on behalf of the association or organization they represent. Corporate revenue is generated from fees and assessments collected from facility users and Landings home and condominium owners' associations and then dispersed to pay for obligated and approved administrative, operating, maintenance, and reserve fund costs. Property titles of Landings residents serve as membership certificates that entitle residents to use the club's facilities and common property in accordance with established bylaws and lease agreements. The bylaws of the Landings Racquet & Swim Club can be found on the corporation's website homepage at: www.LandingsRacquetAndSwimClub.org.

BOARD OF TRUSTEES

Executive Board

President: John Uptmor
Vice President: Dan Minnich
Secretary: Amy Herkenhoff
Treasurer: Jeff Urbaniak

Home Owners' Association Trustees

John Uptmor
Christie Novak
Kayla Senko
Melissa Taus
Holly Moore Kowalski
Jeremy Semmelroth (*filled vacant seat in July*)

Condominium Owners' Association Trustees

Condominium Association # 1: Amy Herkenhoff
Condominium Association # 2: Lauren Plasterer
Condominium Association # 3: Rachel Loewy (*replaced Dona Gerald in July*)
Condominium Association # 4: Nikki Bonnallie (*replaced Cindy Penton in August*)
Condominium Association # 5: Dan Minnich
Condominium Association # 6: Jeff Urbaniak

Kopf Builders Trustee

Dick Mayr

OPERATIONS

Information concerning operations and activities associated with the Landings Racquet & Swim Club can be found in the corporation's minutes and status reports. Access to these documents can be coordinated with a Board of Trustees member. Information is also available on the corporation's website at: www.LandingsRacquetAndSwimClub.org.

OPERATION AND MAINTENANCE COSTS

The Landings Racquet & Swim Club's 2020 **operation and maintenance budget** was **\$128,362.37**. It covered all costs associated with: the pool operations and maintenance contract; the clubhouse manager contract; the common area landscaping and snow removal contract; salting operations for Landings Way and the clubhouse parking lot and sidewalks; utility bills for water, electricity, propane, and trash removal; clubhouse, pool, and park supplies and equipment; bookkeeper fees; general insurance premiums; lawyer fees; real estate taxes; HVAC maintenance fees; pool permits and licenses; administrative fees associated with banking, printing, postage, and website management; and a contribution to the reserve fund in accordance with an established reserve funding plan.

This budget was funded by fees received from organizational assessments to the home owners' association and each of the condominium owners' associations, and supplemented by revenue from clubhouse rentals and other receipts. Each association, in order to fund their applicable organizational assessments, charged its individual owners a cost equaling **\$49.80 per month** (embedded into owners' association fees using a fair-share formula). This monthly amount was ultimately determined by subtracting the corporation's revenue receipts from its budget amount, then dividing that figure by the number of residence owners in all of the associations, then dividing that figure by 12.

INFRASTRUCTURE IMPROVEMENTS

Several infrastructure improvements were made to Landings Racquet & Swim Club facilities and property based on recommendations provided in a 2019 Reserve Study.

Roads and Clubhouse Parking Lot:

Landings Way and the clubhouse parking lot were resealed for weather proofing to prevent concrete damage, and some concrete slabs on Landings Way were also replaced.

Pool:

Even though other local community pools closed due to COVID-19, the Landings Racquet & Swim Club pool remained opened. The Board of Trustees thoroughly researched all the federal, state, and county health guidelines to ensure proper and safe pool operations and maintenance. The ballpark security light was replaced with an LED light that will likely save money in energy costs. The pool rinse shower was repaired, along with the supply line to it. The pool sand in the recirculation filters was replaced and the pool perimeter fence was leveled to prevent large gaps along the bottom of the perimeter. Weeds were removed around the propane tanks and pool heaters for safe access. Also, new chlorine feed pumps and new pump valves were installed, and a backflow preventer was installed between the pool fresh water feed line and the recirculation pump per county code.

Tennis, Basketball, and Pickleball Courts:

The tennis court was resealed and resurfaced, and the basketball court was resealed and blacktopped. Additionally, the old eastside tennis court surface was resealed and converted to a pickleball court. The basketball hoops were straightened and re-anchored to meet standard regulatory height and code requirements.

Common Area Drainage:

The storm drainage around the tennis courts was surveyed, investigated for plugs, and repaired. Unclogging the storm drains eliminated the extensive water back-up that was occurring around the park and recreation areas. The winter freezing of this water caused damage to the pool deck and tennis, basketball, and pickleball courts. The storm drain repairs should improve drainage throughout the recreational and adjacent common areas.

Total Cost of Infrastructure Improvements:

The total cost of infrastructure improvements in 2020 was \$67,228.69. Breakdown is as follows:

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Year 2020		
2020-11-02	Clubhouse outside light repairs. Pool area light replacement.	\$349.14
2020-08-20	Pool backflow install inside poolhouse area.	\$874.74
2020-07-30	Tennis court re-surfaced PLUS pickleball court sealed and painted.	\$8,400.00
2020-07-20	Basketball goals straightened in new concrete.	\$3,879.51
2020-07-07	Sewer storm drain repair and clearing throughout entire property.	\$17,365.45
2020-07-02	Pool backflow install inside poolhouse area.	\$472.37
2020-06-24	Concrete repavement of Landings Way and Club parking lot for 2020 and 2021	\$28,000.00
2020-06-23	Pool pump lid, Filter Lid O-ring, filters	\$120.00
2020-06-18	Pool Chem Feeder Replacement	\$707.00
2020-05-06	Pool exterior fence leveling.	\$2,000.00
2020-04-30	Replaced butterfly valves in the boiler room.	\$1,666.99
2020-04-30	Repaired pool shower lines, valves, heads.	\$1,944.49
2020-02-20	Replaced sand on both pool filters.	\$1,098.00
2020-02-20	Plumbing maintenance for pool pump suction line.	\$351.00
	Total:	\$67,228.69

Boundary Survey:

A licensed architectural firm confirmed and plotted the legal boundaries associated with the Landings Racquet & Swim Club recreational property, adjacent common areas, and adjacent condo properties. These detailed drawings alleviated confusion over jurisdictional responsibility for maintenance and repairs of designated properties and can be viewed, referenced, and downloaded from the corporation's website homepage at: www.LandingsRacquetAndSwimClub.org.

OUTLOOK FOR 2021

In 2021, more concrete slabs on Landings Way and in the clubhouse parking lot will be replaced. Additionally, clubhouse interior renovations will occur—both bathrooms, the kitchen, and the front and back entrance-way floors will be remodeled. The bathrooms will be reconfigured to meet “wheelchair accessible” standards. Furthermore, the clubhouse and its side-area fence will be repainted, both swimming pools will be resurfaced, and video cameras will be installed around the clubhouse to provide continuous surveillance of the clubhouse, swimming pool area, park area, and the tennis, basketball, and pickleball courts. The replacement playground will be installed.

OPERATION AND MAINTENANCE COSTS FOR 2021

After the annual budget meeting in October 2020, it was determined that the Landings Racquet & Swim operational and maintenance budget for 2021 will be **\$127,194.96**. This equates to a monthly cost of **\$49.70** for each Landings residence owner. This monthly cost is embedded into the fees assessed to them by their applicable home or condo owners' association.

SEE NEXT PAGE FOR FINANCIAL BALANCE SHEET

FINANCES

The Landings Racquet and Swim Club, Inc.
1507 Lear Industrial Parkway, Suite 1
Avon, OH 44011

EIN: 34 - 1258773

2020 Balance Sheet

Assets		
Current Assets		
	<i>Operating Checking</i>	\$24,965.99
	<i>Reserve Savings</i>	\$169,156.07
	<i>Certificate of Deposit</i>	\$51,350.14
Total Assets		\$245,472.20
Liability		
Equity		
	<i>Retained Earnings/Maintenance Fee Reserves</i>	\$266,292.61
	<i>Cash Flow</i>	-\$20,820.41
Total Equity & Liability		\$245,472.20
Revenue and Expenses		
Operating Receipts & Disbursements		
	<i>Association Fees</i>	\$124,508.89
	<i>Reserve Contributions</i>	\$64,332.21
	<i>Clubhouse Revenue</i>	\$975.00
Total Operating Receipts		\$189,816.10
Operating Expenses		
	<i>Administrative Expenses</i>	\$12,643.71
	<i>Administrative Operating Expenses</i>	\$9,917.31
	<i>Utility Expenses</i>	\$9,151.42
	<i>Landscaping</i>	\$12,248.07
	<i>Snow Removal</i>	\$4,414.24
	<i>Cleaning Expenses</i>	\$0.00
	<i>General Maintenance & Repairs</i>	\$54,891.58
	<i>Lodge, Pool, Fitness & Lifestyle Expenses</i>	\$44,402.77
	<i>Reserve Funding</i>	\$42,147.00
Total Operating Expenses		\$189,816.10
Net Income		\$0.00

// SIGNED //
Executive Board