

Villas at Canandaigua

Board of Directors Meeting

Thursday, April 25, 2024

MINUTES

Board Members present:

Bob Kayser, Patti Winn, Jim McMurray, Ken Carbone; ZOOM: Paul Keitz

Homeowners/Guests present:

Richard Marcella, David Scoville, Alan and Marty Shepardson, Thomas Kadlubowski, Cindy Brink, Lou Saltrelli, and Andy Jarzynieki. Via Zoom: Peggy and Tom Schrader, Barb Goodman, Marilyn Hogle, and Ginny Saur.

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation –

Dan Kwarta commented on the proposed new street light

Review for approval-

1. BOD meeting Minutes of March 28, 2024

ACTION: Bob moves for approval of March '24 BOD minutes, Jim seconded. All approved.

President's Message – Paul Keitz shared that all the Spring start-up will begin!

Financial/Treasurer's Report – Paul Keitz

Treasurer Executive Summary for Fiscal Year 2023-24

1. We completed our 2023-24 fiscal year in **sound financial condition**. Our HOA carryover into our new Fiscal year is \$64,108.10. A substantial portion of that carryover will be used to pay for the completion of the road drainage repair and the spring tree trimming which expenses were deferred into the start of this new Fiscal year.

Looking back, we started our now ended Fiscal year with \$594,839.99 in our **Reserve Account** and added \$143,807.53 during the year, and with withdrawals of \$15,298.37, thus leaving our HOA with a year-end closing balance of **\$723,349.15**. We are moving in a good direction.

Our HOA has a **Total net worth of \$787,457.25** as of closing on **03/31/2024**.

As our CD's mature, we continue to lock in renewals at the highest rate possible.

2. 113 out of 120 homes have been sold.

Report from our Property Manager – Jim Manetta –

Ongoing / New Business:

- 5145 mailbox cluster was repaired and the responsible homeowner has paid for the repair in full.
- Bids are being sought to seal driveways this season: there are 14 on Cheshire Glen and 18 on Abbey.

- Need to decide on what asphalt patching needs to be done in the front circle. Once the spec is determined, PM will secure 2 or 3 bids.
- At the same time as the front circle repairs, we need to repair asphalt where Dyna Mole fixed underground drainage on Abbey and CG.
- Bartlett Tree completed the trimming of designated trees.
- Irrigation Tech to restart system on May 28, per Carissa.
- Andy Wegman inspected dozens of yard lamp posts and reported that all were set to the 22" to 24" standard. He will submit a written summary of his findings.
- PM meeting with Uber Lawn & Landscape to review possible snow removal service.
- PM and Board members are meeting with Mark Porretta to review several drainage issues:
 1. 3205 AR / 5135 CG: drain to be filled in with stone
 2. 3262 AR: side yard next to entrance needs drainage resolution
 3. West side of property needs swale redefined to drain to catch basin
 4. Any other drainage concerns

Committee Reports -

Clubhouse and Social – Cindy Brink

- Several events are planned for the summer:
 1. Kentucky Derby Party – Sat. May 4th
 2. Luau Party – June 13th
 3. Hot dogs on the grill – July 4th
 4. Community Yard Sale – July 20th
 5. Pig Roast – tentative August 14th
 - 6.
- Painting of the inside of Clubhouse – Cindy presented 4 different quotes and recommends Ivan. The committee will meet and choose color and get back to the Board

Finance -Paul Keitz

- The Finance Committee will be meeting at the end of May and will focus on the Reserve Account. The latest CD is up for renewal and Crofton is looking for the best rate.

Building and Grounds Maintenance – Bob Kayser

- Tree trimming and pruning has been completed across the Community.
- Owners have been asked to let me know whether painting needs to be done on doors, trim, or elsewhere so that it can be scheduled. The deadline for notification is June 1st.
- Owners have also been asked to notify us of foundation plants needing replacement. this deadline is also June 1st.
- We have held meetings with the landscape firm serving the Villas, and the following steps will be taken:
 1. In order to help better control storm water runoff, swales will be mowed 2 feet from the center and catch basins will be kept clear of debris

2. Edges of the property, now filled with weeds, particularly in the North and South boundaries will be mowed back to facilitate preservation and development of lawns.
 3. Weeding of flower beds will be completed prior to mulching to discourage further weed growth.
 4. At the recommendation of the arborists, mulch will be moved 6 inches away from all trees and shrubs to prevent strangler roots and root crown rot.
 5. The lawn area at the west end of the large pond will be mowed to mirror adjacent lawns
 6. Where Owners have planted approved shrubs and bushes for which they are responsible, signs will be provided if the Owner does not wish the landscaper to trim these plants
- Comments have been requested from Owners with regard to the planned replacement lamp fixtures for street side lighting in the Community. The replacement of fixtures is being undertaken because many are broken or the internal structure holding the lamps have deteriorated. A sample fixture has been installed at 3243 Abbey. **Please send your comments to: bobkayser@icloud.com by June 1st after which the Board will take action.** Discussion of the lights took place during meeting.
 - Proposals are being requested from paving companies for the repair of the roadway adjacent to the Clubhouse, the areas disrupted by the repair of storm sewers on Abbey and Cheshire Glen and the owner driveway where a water main needed repair.
 - Proposals have been requested from painters for repainting the interior of the Clubhouse.
 - We are working with an electrician to definitively repair the fountain in the upper pond. This has been repaired and is functioning.

Pool – Jim Francisco

- Pool service will be here May 14th. A notice will be sent out as to when the pool will be open for use.

Sunshine – Becky Gavitt

- 3 letters and one memorial were sent.

Architectural/Landscape – James McMurray

Open Variance Requests

1. Thomas and Deborah Kadlubowski - Patio w/fence

ACTION: Patti motioned to approve 10' x 12' patio at 5122 Cheshire Glen Rd, Bob seconded. All approved.

2. Peter and Beth Millar – Patio

ACTION: Ken motioned to approve 12' x 12' patio at 4124 Cheshire Glen Rd and be responsible not to disrupt common ground, Jim seconded. All approved.

3. Dan and Judy Kwarta – Schrub replacement reimbursement.

ACTION: Bob motioned to approve replacement of shrubs at 5092 Cheshire Glen Rd, per policy of \$40/plant, Jim seconded. All approved.

4. Marlie Raw – Install Awning

ACTION: Ken motioned to approve 12' x 11'6" Awning at 3273 Abbey, Jim seconded. All approved.

Old Business -

1. Betsy Cox – Memorial Plaque – Update – BOD action
 - A picture will be obtained for plaque and we will revisit this next meeting.
2. Update on driveway lamp post heads, test case – Building and Grounds Maintenance – comments /feedback from homeowners - Bob Kayser See Bob's report, 5th bullet. Discussion took place. Comments need to be in writing to Bob.
See 5th bullet on Buildings and Grounds report
3. Bids required on 32 driveways that require sealing this year. - Crofton action
 - Jim will be securing bids.
4. WCI -Monthly payments owed to Villas at Canandaigua based on 2024-25 Fiscal yr. Budget – Paul Keitz
113 Homes have been sold with one more within the month, leaving 6 unsold units to date.

New Business –

1. Plant replacements that were not completed last year – identify and verify needs – Building and Grounds Maintenance Committee. – Bob Kayser
 - See Bob's Building and Grounds report, 3rd bullet.
2. Plan for recommended replacements for Junipers as they deteriorate. – Building and Grounds Maintenance Committee. – Bob Kayser
 - Per arborist, will work with landscape firm choose appropriate arborvitae
3. Immediate CD purchase for \$100,000 CD maturing on 5/16/2024 – BOD approval – Paul Keitz - Treasurer – Crofton action

ACTION: Bob motioned to approve purchase of CD for \$100,000, Ken seconded. All approved.

Membership Participation -

1. Dan commented regarding roadwork and painting. Suggested having specifications for work to be done. He also gave a letter, in writing, requesting copies of minutes, financial reports, and property manager notes to be placed in binders outside of office for access to homeowners.

Next BOD Meeting - Thur.- May 23, 2024 at 10am - via Zoom and clubhouse

Homeowners were excused at 11:25 and meeting continued for executive meeting

Executive Session – Latest Status on Legal issues

- The board discussed legal issues.

Close Meeting at 11:44