

# Villas at Canandaigua

## Board of Directors Meeting

Thursday, September 26, 2024

### Minutes

**Board Members present:** Paul Keitz, Bob Kayser, Ken Carbone, and Patti Winn. Excused absence and late arrival Jim McMurray

**Homeowners/Guests present:** Alan & Marty Shepardson, Renata Reber, Ray Yelle, Cindy Brink, Barb Lipari, Chris & Bill Wiegand, Pat Barczak, Johnny & Nancy Roche, Joyce Florentino, Janice Contos, Gail Love, Dave Williams, and John Baker. Via ZOOM: Ed Seus, Chris & Karen Zarembo, Tom & Peggy Schrader, Dan Kwarta, and Susan and Jim Francisco.

#### Called to Order

Pledge of Allegiance and Moment of Silence

**Membership Participation** – Alan Shepardson expressed concern about speeding in the Villa community.

#### Adds or Deletions to Agenda - request to BOD members

none

**Review for Approval** - BOD meeting Minutes of August 22, 2024 were motioned for approval by Patti and seconded by Bob. All approved

**President's Message** – Paul paid tribute to Mike Goodman for all of his contributions to our community, especially as Pool director. Paul also mentioned to be aware of scams community members have been receiving.

#### Report from our Property Manager - Jim Manetta –

- Manel Sealers has scheduled crack filling and sealing of the designated driveways for Monday, September 16th and Tuesday, September 17th (weather permitting)
- Porretta has scheduled repair of the catch basin in the front circle for Wednesday, September 11th. That date is fluid as Mark has another big job he's finishing up first, and if there is any delay with that job, this one may be pushed back a bit. However, his work will not disrupt traffic as the rest of the circle will be open.
- A 9-month CD was purchased for \$208,000 @ 4.4%. Maturity date is 6/4/25
- The information related to snow birds was shared with Waste Management and they will consider a discount for the months that service addresses are reduced.

- Paul and I met with Bevin of Pittsford Tree & Landscape to discuss shrub and arb removal / replacements. She will submit a proposal for that work, with a target of October for the work to be done.
- All HOA fees are paid up-to-date except one \$33 June late fee.
- The Crofton Perdue Vendor Fair is back! See info below and attached.
- Manetta will be out of town from Monday, September 9th thru Tuesday, September 24th. Jacquie and the rest of our staff will be available for urgent matters.

## **Financial / Treasurer's Report – Paul Keitz**

### **1. Treasurer Executive Summary - For August 2024**

- Our HOA has a total of \$65,948.97 available in our Operating Fund as of the end of August. Total operating fund Income for August was \$38,578.50 and paid expenses were \$37,916.82.
- Our HOA has a total Maintenance Reserve Account of \$738,015.85 allocated for long term repair/replacement for identified reserve assets. We currently have \$670,000 in CD's and \$68,015.85 in cash reserve savings. \$34,325.00 was transferred from the cash reserve account to pay for the necessary road repairs.
- Our HOA has a Total net worth of \$803,964.82 as of closing on 08/31/24.

## **Committee Reports -**

### **Clubhouse –**

- Thank you to Ken Carbone for patching the walls in the clubhouse to get ready for painting.
- The carpet will need to be cleaned after painting.

### **Finance – Paul Keitz**

- Looking in to Crofton doing the full study of the reserve account

### **Building and Grounds Maintenance – Bob Kayser**

- Clubhouse painting will take place.
- Door painting, weather permitting.
- Catch basin has been torn up and drainage pipe replaced.
- Marty Shepardson is researching light posts and fixtures to replace.
- Recognize Tom Kadlubowski for his assistance with building and grounds maintenance.
- Recognize Pete Millar for his leadership with irrigation.
- Recognize Ray Yelle for his leadership with trees, shrubs and plants and working closing with Ted Collins.
- An appropriate plant list will be sent out once it is available.
- The key focus of the maintenance is being ready when WCI moves out.

**ACTION: Bob motioned to approve \$10,948.88 for Ted Collin's to do the shrub and tree removal and the replanting of new plants and Ken seconded. All approved**

**NOTE! Homeowners receiving new plants will need to water the plants**

### **Pool - Jim Francisco –**

- The pool will be winterized and shut down on 10/17/24; however, it may be closed earlier.
- On 10/16 (or earlier) the furniture for pool and patio will need to be stored away.
- The cardboard in the pool shed has been replaced by pegboard
- The Solar Cover will need to be replaced for next season.

### **Sunshine –**

- Barb Lipari shared that 4 cards and one memorial donation have been given

### **Architectural/Landscape -**

#### **Open Variance Requests –**

- Crofton#122 for Johnny & Nancy Roche – 5132 Cheshire Glen Rd  
\*Revision to prior request – now 10 x 12 Patio

**ACTION: Paul motioned to approve a 10' x 12' patio, seconded by Bob. All approved.**

### **Old Business-**

- 1. Shrub and bush replacements – Vendor selection & approval- Ted Collins or Pittsford Tree and Landscape - BOD action**
  - See above under maintenance report
- 2. 2nd Notice of Annual Meeting to be sent Out – action Crofton**  
Ballots for electing 1 Board Member will be in this notice.

### **New Business –**

- 1. Set October Date for Annual Community wide maintenance review – BOD action**
  - The date will be set after the election takes place
- 2. Crofton Vendor Fair – October 15th, Woodcliff, Fairport - \$40/person - BOD**
  - 4 members of the Board will attend; 1 of the members will not stay dinner and will not be charged.
- 3. Removal of Cattails:**
  - According to the NYS DEC, cattails may be removed in fresh water decorative ponds; however, no chemicals should be used unless a special permit is obtained. The cattails may be cut back.

### **Membership Participation –**

- Marty Shephardson shared her research regarding new light fixtures. A separate email will be sent out requesting homeowners input.
- Pat Barczek expressed concern that the light from the new light would not spread enough and that to be efficient, the pole should be higher.

**Next – Annual Membership Meeting – October10 at 7 pm in clubhouse - via Zoom and clubhouse**

**Next BOD meeting – TBD by new Board of Directors**

**Close Meeting at 10:55**