

Villas at Canandaigua
Board of Directors Meeting
February 22, 2024
Meeting Minutes

Board Members present: Bob Kayser, Patti Winn, Jim McMurray; via Zoom: Paul Keitz and Ken Carbone

Homeowners/Guest present: Thomas Kadlubowski, Laurie Stoudz, and Cindy Brink

Via Zoom: Tom and Peggy Schrader, Marilyn Hogle, Marty and Alan Shepardson, Barb Goodman, Pat Barczak, Ginny Saur, Ed Seus, and Dan Kwarta

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation:

Two pieces of plastic were blown into bushes of the Clubhouse

Review for Approval

- BOD Minutes of January 25, 2024 – for Approval

ACTION: Bob motioned to accept January 2024 minutes and Jim seconded. All approved

Presidents Message – Paul Keitz

- Our goal is to finalize the Fiscal Budget

Financial/Treasurer's Report – Paul Keitz

We are in good financial shape!

- The Villas at Canandaigua has a January monthly closing **Operating Fund balance of \$49,383.97** which is carried in a Checking Account. Income was **\$36,861** and Disbursements were **\$28,692.11**.
- We have a total of **\$702,195.04** in our **Total Reserve Fund** for long term, repair/ replacement for identified items per the initial 2017 Crofton (scenario 2) Reserve study. **\$545,000 in CD's** and **\$157,195.94 in a Reserve Savings account**.
- Our Total Villas at Canandaigua **Net worth at the end of January 2024 is \$751,579.84**

Report from our Property Manager – Jim Manetta

Ongoing / New Business:

1. Bob Kayser, Paul Keitz and property manager developed a proposed budget which will be up for discussion/ vote at February Board meeting.
2. The leftover stone used to repair the wall at 5107 Cheshire Glen is stored at the clubhouse patio.
3. Homeowner at 5145 reported his mailbox being hit by a fellow homeowner who took responsibility and will reimburse for repair costs.
4. Proposed contract renewal was submitted by Solutions One for clubhouse service (fire alarm and monitoring, fire extinguisher, backflow, and sprinkler system testing. The proposal covers 3 years. Needs Board discussion/vote.
5. Proposal for contract renewal from Precision Pools needs Board discussion/vote.
6. Board requested meeting with Matt Bay to discuss upcoming season's expectations. That meeting will take place immediately following the February Board meeting (noon). 2024 is the second year of our 2-year contract with Bay Landscape.
7. Insurance policy renewal came in at +12.6%, a bit less than the expected +15%, and is within the proposed budgeted expense.
8. A proposed 3-year extension of the management agreement between Crofton Perdue and the Villas at Canandaigua HOA was presented to the Board for discussion/vote.
9. Bluegrass Enterprises continues to work with the board on expectations about when to plow/salt. More proactive approach has been made clear.

Committee Reports:

Clubhouse/Social Committee:

- Valentine's Day Party was a success! Thanks to Val Kayser for organizing this with the help from the Social Committee
- Thursday evenings socials are a weekly event that have been ongoing since January

Financial Committee:

- Plan to get into reserves after the budget is completed

Maintenance – Bob Kayser

- See Old business #1
- Snow plow issues

Pool – Jim Francisco – no report

Sunshine Committee – Becky Gavitt

- Sent out two cards

Architectural/Landscape – no open variances

Old Business

1. Poretta Results 5135/3205
 - Standing water behind houses after rain and snow melt
 - Long-term there is a need to grade out swale to catch basin
 - Catch basin is covered in weeds – landscape should weedwack to feet either side
2. Drainage issues 3262 Abbey
 - Poretta still needs to come out to observe
3. Clubhouse Smart thermostat purchase – Bob Kayser
 - Cost was more than approved amount – deferred purchase
4. Roller Mechanism for Pool Cover status/price Pool Committee
 - No report
5. Replacement of Driveway Lamp Post Heads – Review head style
 - Bob brought picture of proposed road side light

ACTION: Jim motioned for to approve for Bob to purchase 1 light at a price of less than \$180. Patti seconded and all approved.

6. Arborist Visits – Davey Trees Experts and Bartlett Tree Experts recommendation

ACTION: Paul motioned to accept Bartlett proposal to prune trees for \$21,000 with money from the reserves to cover the difference from the budget of \$10,000. Seconded by Jim and all approved.

7. Draft Budget 2024-2025 Final Proposal review/Approval

ACTION: Bob motioned to accept budget with HOA fee increased up to \$350, seconded by Jim. All approved. Budget is sent as second attachment.

New Business

1. Precision Pool Contract:

ACTION: Patti motioned to approve Precision Pool contract, excluding weekly maintenance fee of \$450-\$500, seconded by Bob. All approved.

2. USI- Insurance Contract

ACTION: Patti motioned to accept insurance proposal from USI for \$59,500, Jim seconded. All approved.

3. Crofton contract renewal

ACTION: Bob motioned to approve Crofton contract as written, including \$23/home, Jim seconded. All approved.

4. First Formal Letter to WCI – Driveway Lamp Post Installation Community wide

- Paul will write letter

Membership Participation

- Marty Shepardson commented on Arborist price and light post location
- Pat Barczak thanked Paul for sending budget work to budget committee and also approved of using LED light in lamp post and supports arborist proposal
- Dan Kwarta commented on tree pruning, insurance policy, and reserve fund
- Marilyn Hogle commented on repair for driveway from water main – it is scheduled for Spring

Next board meeting is Thursday March 28, 2024 at 10 am via Zoom and in person at clubhouse

Close meeting at 11:49 am

DRAFT