

Villas at Canandaigua
Board of Directors Meeting
Thursday, March 28, 2024
Minutes

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

Homeowners/Guests present:

Thomas Kadlubowski, Laurie Stoudz, Cindy Brink, Jim Francisco; via ZOOM: Tom and Peggy Schraeder, Marty and Alan Shepardson, Dan Kwart, Ginny Saur, Andy Jarzynieki

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation – If you wish to speak, please announce your intentions to our recording secretary prior to the meeting start, so we do not miss anyone.

Review for approval-

1. BOD meeting Minutes of February 22, 2024

ACTION: Bob motioned to approve February minutes, seconded by Jim. All approved.

President's Message – Paul Keitz welcomed people back in the Villas. Looking forward to the better weather and more activity in our community

Financial/Treasurer's Report – Paul Keitz

1. Treasurer Executive Summary of the Crofton Perdue end of February 2024

financial report follows;

We continue to be in good financial condition **barring** any unexpected expenditures **and** expect to have an operating **fund** carryover into our next **fiscal**

year.

The Villas at Canandaigua has a February monthly closing **Operating Fund** balance of **\$46,456.87** which is carried in a Checking Account. Income was **\$38,059.50** and Disbursements were **\$40,986.60**.

We have a total of **\$712,487.08** in our Total **Reserve Account** for long term, repair/replacement for identified items per the initial 2017 Crofton (scenario **2**) **Reserve** study. **\$545,000 in CD's and \$167,487.08 in a Reserve Savings** Account.

Our Total Villas at Canandaigua **Net worth at the end of February 2024 is \$751,579.84**

Report from our Property Manager – Jim Manetta –

Ongoing / New Business:

- Budget was approved and shared with the homeowners on February 26th.
- 5145 mailbox cluster was repaired by Crofton Perdue maintenance staff. The homeowner responsible has been billed for the labor and materials for the repair. Total cost of the repair was \$948.26
- Contract renewals were awarded to the following contractors:
 - Solutions One
 - Precision Pools
 - Crofton Perdue
 - Maid It Clean
 - Fred's Flags
 - Clearly Aquatics
 - Bartlet Tree Experts
- Board members met with Matt and Seth Bay to discuss upcoming season's expectations.
- Need to determine which driveways are to be sealed this season.
- Need to determine if any trim painting or caulk replacement is to be done this season.
- Need to decide on what asphalt patching needs to be done in the front circle.
- At the same time as the front circle repairs, we need to repair asphalt where Dyna Mole fixed underground drainage on Abbey and CG.
- A reminder of the budgeted HOA increase was sent to all homeowners.
- Bartlett Tree was onsite March 11-12 to start the tree trimming project. Will return week of March 18 to complete the trimming.
- Irrigation Tech to restart system on May 28, per Carissa.
- Andy Wegman was consulted about the possibility of yard lamp posts not being set deep enough. He agreed to have Derek Vogel assess them and report his findings to me.

Committee Reports -

Clubhouse – Cindy Brink

- The Spring Fling was a success! Thanks to all who attended and for the delicious food all contributed.
- Lp The Social Committee will continue to host Thursday evening socials from 5pm – 7pm. Bring a snack to share and your own beverage.

Finance -Paul Keitz

- We are in good financial shape!
- See new business #4

Building and Grounds Maintenance – Bob Kayser

- Installed and obtained thermostats in clubhouse
- Contact Bob if front door needs painting
- Comments in the light
- Arborists is scheduled to trim trees

Pool – Jim Francisco

- The pool will open some time in mid-May, weather permitting
- We are looking into a roller cover for the pool
- Looking for volunteers to help maintain pool and keep costs down

Sunshine – Becky Gavitt – no report

Architectural/Landscape – BOD

Open Variance Requests – NONE

Old Business -

1. Drainage issue 3262 Abbey – next steps – Porretta Proposal - Ken Carbone/Bob Kayser
 - Ongoing, Jim Manetta is in contact with Porretta
2. Roller mechanism for Pool Cover – status /price – Pool Committee- Jim Francisco/BOD
 - Will be purchased, but further research to choose model
3. Betsy Cox – Memorial Plaque – Location and Wording/ Discussion – BOD action
 - Propose naming the office, “The Betsy Cox Conference Room” in honor all her contributions since the very beginning of the Villas.
 - Create a plaque with name plates with Betsy Cox being the first plate on the plaque.
4. Update on driveway lamp post heads, test case – Building and Grounds Maintenance - Bob Kayser
 - Bob showed picture of proposed lamp post. Per February’s meeting he purchased one lamp post and has installed it at the end of his driveway, 3243 Abbey Road.
5. Define any driveways that require sealing this year by end of April – Building and Grounds maintenance - Bob Kayser
 - Will follow schedule from previous years.
6. Front circle asphalt repair or resurfacing? – Reserve fund usage for resurfacing – BOD discussion /next steps defined – BOD action
 - Jim and Bob will determine the extent of needed repair. Jim will get quotes to do the repair.
7. Asphalt repair required on Cheshire Glen Rd and Abbey Rd. where drainage repairs were made last fall, could possibly tie into # 6 above. – BOD discussion and next steps determined – BOD action
 - See # 7 above

New Business –

1. Irrigation Tech scheduled for 28 May for startup of irrigation system – 5104 Cheshire Glen Rd. requires a redirection of head near patio. – Jim Manetta
 - Request when irrigation tech in on site that he first investigate heads near patios that need redirection before turning system on.
2. Plant replacements that were not completed last year – identify and verify needs – Building and Grounds Maintenance Committee. – Bob Kayser
 - Locations need to be identified and needs verified.
3. Plan for recommended replacements for Junipers as they deteriorate. – Building and Grounds Maintenance Committee. – Bob Kayser
 - We will look for an alternative to the Junipers per recommendation from Arborist that soil is not conducive tor healthy growth
4. CD replacement for Charles Schwab \$100,000 CD maturing on 5/16/2024 – BOD approval – Paul Keitz -Treasurer – Crofton action
 - Next meeting this will be proposed.

Membership Participation -

Next BOD Meeting - Thur.- April 25, 2024 at 10am - via Zoom and clubhouse

Close Meeting: Meeting was adjourned at 11:25