

# Villas at Canandaigua

## Board of Directors Meeting

Thursday, July 25, 2024

### Minutes

**Board Members present:** Paul Keitz, Bob Kayser, Jim Mc Murray, Ken Carbone and Patti Winn

**Homeowners/Guests present:** Marty and Alan Shepardson, Barb Lipari, Ray Yelle, Jim Francisco, Jim Graff, Janice Contos, Rick and Sharon Steiner, Bill Frohm, Gary Baldwin, Mick Bizzard, Dan Kwarta, David Scoville, John and Gloria Baker. Via Zoom: Margaret and Tice Mc Carthy, Bill and Daralene Dobbins, Barb Goodman and Susan Thompson Francisco

#### Called to Order

Pledge of Allegiance and Moment of Silence

#### Membership Participation

1. Ray Yelle shared that he had a negative conversation with a member of the Crofton staff regarding a request concerning chemicals in fertilizer in regard to infiltrating into ponds.
2. Janice Contos expressed concern about mulch and “powder” that puffed up into air which was identified as natural mold.
3. Gary Baldwin requested that we update “blue book” with the many changes in regulations that have been made over the years. He also requested that every homeowner be given a hard copy of the updated book.
4. Margaret Mc Carthy expressed how well the garage sale went and recognized the organizers of the sale. She also recognized courteous and professional job that Bay Landscape is doing for our community.

#### Review for Approval - BOD meeting Minutes of June 27,2024

- **ACTION: Ken motioned to approve June BOD meeting minutes, seconded by Jim. All approved.**

**President’s Message** – Paul is grateful for growing spirit and positive community! He appreciates cooperation from the community with the garage sale and repaving of the front circle.

Three areas of concern:

1. The sinkhole near the pool which was directly evaluated underground and found breaks in pipes. WCI will take care of covering the cost for this.
2. Need for replacing plants.
3. Trying to negotiate a Snow Removal Contract that has better value for what we are billed.

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

a. Our HOA has a total of **\$83,958.15 available** in our Operating Fund as of the end of May. Total operating fund **Income for May** was **\$43,949.19** and **paid expenses were \$35,960.28**.

b. Our HOA has a total **Maintenance Reserve Account of \$745,573.71** allocated for long term **repair/replacement** for identified reserve assets. **Currently \$545,000 in CD's** and **\$200,573.71 in cash reserve savings**.

c. **\$125,000 of the \$200,573.71 in cash reserve savings is in process of** being utilized for purchase of an **additional CD**. This CD purchase will be **identified** on Crofton's next month's **(July) Financial Report**. **The purchase of this new CD will bring us to a total of 4 laddered CD's in various stages of reaching maturity**.

d. Our HOA has a **Total net worth of \$829,531.86** as of closing on **06/30/2024**.

e. **The audit report covering our HOA's last fiscal yr. 2023-2024 was sent by e-mail to all homeowners**. A copy of the audit will also be available in **the Treasurer's 3-ring binder on the table outside the library**. **Our financial condition was determined to be in order with no discrepancies**.

f. July's **expense are expected to be higher** than average **due to spring start up's** and maintenance **activities, but are not an issue**.

## Report from our Property Manager - Jim Manetta –

### Ongoing / New Business:

- Milling and resurfacing of the asphalt on the front circle was completed by Ruston Paving. In addition to the front circle resurfacing, repairs were made to the asphalt where Dyna Mole fixed underground drainage on Abbey and CG, as well as the driveway restoration at 5068 Chesire Glen where there was a water main break repaired. The edges will be sealed in one year.
- Uber Lawn & Landscape submitted a bid to provide snow removal /salting service for the 2024/2025 season. Renewal bid expected from Bluegrass Enterprises, hopefully by the July board meeting. Board discussion and decision is forthcoming.
- A 12-month \$100K CD was purchased at a 5% rate: matures on 4/15/25
- Mark Porretta Jr. completed inspection of the drainage system under the sinkhole behind the clubhouse. A report is expected by the July board meeting. Response from WCI also expected by the July board meeting.
- Another stone wall failure was discovered (3301 Abbey). Repair proposal is being considered by the board.
- Work order was submitted to remove the 2 "lift plow" signs.

## **Committee Reports -**

### **Clubhouse/Social Committee - Cindy Brink**

- Starting September 30<sup>th</sup>, the clubhouse interior will be repainted over 6 days in which the clubhouse will be closed. Some furniture and wall hangings will need to be removed.
- August 14<sup>th</sup> is the pig roast – flyers will be coming out soon
- Request to get rug cleaned after painting is completed. Crofton will get contract for October or November.

### **Finance – Paul Keitz**

- Looking to hire a firm to do a study of reserve fund
- Reaching out to Waste Manage to our cost during the winter months when many of our homeowners are gone

### **Building and Grounds Maintenance –**

There are 3 areas of focus:

1. Landscape: With the help from Ray Yelle, we are working on identifying appropriate replacement plants for our community.
2. Driveway Sealing: The Crofton Perdue, the property management firm will send out bids as soon as possible so that the proposals can be reviewed and a vendor can be selected by the Board at its August meeting.
3. Door Painting: This project is still scheduled for this year, and we are seeking a painter willing to do that work. As soon as one has been identified, homeowners will be notified.
4. As a final note, we have been working with the landscape firm to meet their contractual commitments regarding mowing, weeding, and trimming, particularly at the North and South borders of our property.

### **Pool - Jim Francisco**

- Looking for deals for end of summer chemicals for next year.
- The pool inspector came and we passed with “flying colors”! Thank you to the pool committee for the great job of maintaining the pool. The inspector was complimentary about the state of our pool.
- Two missing tiles will be replaced.
- Looking into taking advantage of cover warranty to replace it

### **Sunshine - Barb Lipari**

- No cards this month. Please notify Barb if you know of any illness or hospitalizations.

## **Architectural/Landscape - James McMurray**

- No variances this month.

## **Old Business**

1. Betsy Cox - Memorial Plaque – 5"x7" with appropriate wording - Paul Keitz  
Paul presented a drawing of plaque that will be purchased and hung in clubhouse.
2. Bids Status on 32 driveways that require sealing this year. - Jim Manetta
  - Still needs to be completed.
3. Per Trip snow management vs Contract - status Uber Quote- discussion –
  - Will be looking for quotes.
4. BOD discussion on reply from Waste Management - Community survey - Paul Keitz
  - A survey will be sent out for input from homeowners
5. Exercise equipment - yearly maintenance performed – One recumbent bike not worth repairing –  
**ACTION: Ken motioned to remove recumbent bike, seconded by Bob. All approved.**
6. Reserve study – Identification of possible experts – Crofton
  - The finance committee will work Treasurer to find and hire an outside reserve consultant.
7. The Carp fish have purchased and have been placed in ponds – 2 in the middle pond and 2 in the upper pond.
- 8.

## **New Business -**

1. Action to move forward on outside consultant for Updated Reserve Study – BOD
2. Proposed Annual meeting date set – October 10<sup>th</sup> at 7pm in the Clubhouse – One term expiring – BOD

**ACTION: Ken proposed date of the annual meeting for October 10<sup>th</sup>, seconded by Patti. All approved.**

## **Membership Participation –**

- There was a discussion about the schedule of sealing driveways and possibly sealing driveway from West Cheshire Rd. to the repaving area of the circle.

**Next BOD Meeting – Thursday, August 22<sup>nd</sup>, 2024 via Zoom and clubhouse**

**Close Meeting at 11:43 am**