

Villas at Canandaigua
Board of Directors Meeting
Thursday, February 20, 2025
Minutes

Board Members present: Marty Shepardson, Patti Winn and via ZOOM, Paul Keitz and Mike Wischnowski. Jim McMurray was excused.

Homeowners / Guests – Laurie Stoudz, Alan Shepardson, LaRue Fletcher, Meg Schaeffer, Tom Kadlubowski, Cindy Brink, David Seville, Linda Witzel, Barb Goodman, John and Nancy Roche, Bruce Kovacs, Chris Wiegand, Tom and Peggy Schaeffer, Bill Heym, Bill Frohm and via ZOOM, Ginny Saur, Dan Kwarta, Dieter and Sandra Busch, Marilyn Hogle, Ed Seusl

Call to Order

- Pledge of Allegiance and Moment of Silence

Call for addition or Deletions to Agenda by Board members-

Appointment of Mike Wischnowski to fill vacant Board position.

ACTION: Patti motioned to appoint Mike Wichnowski to fill vacant Board position, Marty seconded. All approved.

Approval of Minutes - January 16, 2025

ACTION: Marty motioned to approve the January 16, 2025 minutes, Paul seconded. All approved.

President's Message - Paul Keitz

Paul had three key points he wants to address:

- 1) Close out by WCI, hopefully by Fall 2025
3 units are not under contract
- 2) Resolve water issue regarding excessive water bill this past fall
- 3) Resurrect the Maintenance Committee with additional volunteers.

Report from Property Manager - Jim Manetta –

Ongoing / New Business:

- Waste Management continues to honor their offer to reduce refuse pickup costs by \$225 per month for December, January, February, and March in consideration of the absence of snowbirds. Invoices for January and February have correctly reflected that discount.
- RFPs were sent to Manel, Magic Seal, Shuttleworth, Porretta Excavating, Dyna Mole, AGR, Bay Landscape, Pinnacle, Fred's Flags, Precision Pools, Irrigation Tech and Clearly Aquatics as maintenance contracts have expired and other projects are being planned. Some bids have been submitted, which will be reviewed with Paul Keitz this month.
- Proposals have been received from Fred's Flags, Clearly Aquatics, Pinnacle Lawn Service, Bay Landscape, Manel, Dyna Mole, Porretta and AGR Painting. Those proposals will also be reviewed with Paul this month.
- Solutions One will be doing the annual inspection of the 3 backflow prevention devices in the clubhouse mechanical room in March.
- DOC's Fitness Equipment completed repair of the treadmill in the fitness room.
- Similar bids been received from Manel and Shuttleworth to crack fill both streets, as needed, and also crack fill and seal 20 driveways plus the clubhouse lot, which will also be striped.
- Budget preparation is complete. Needs board approval.
- CD interest was inadvertently posted twice on the financials (November and December). The error was caught in January and will be adjusted on the February financials.
- The French drain at the upper end of Cheshire Glen has been completed by Dyna Mole. Turf restoration will be addressed in spring as weather allows.

Treasurer's Report - Paul Keitz

Covering January 2025 actuals - end of month 10 for fiscal year 2024-25

1. Treasurer Executive Summary - For January 2025

a. Our HOA has a total checking account balance of \$40,696.49 available in our Operating Fund as of the end of January. Total Homeowners account expenses amounted to \$30,174.98

b. Our HOA has a total Maintenance Reserve Account of \$855,971.08 allocated for long term repair/replacement for identified reserve assets. We presently have \$803,000 in CD's and \$52,971.08 in cash reserve savings.

c. Our HOA has a Total net worth of \$896,667.57 as of closing on 01/31/25.

d. New FICA insured CD purchased in the amount of \$125,000 from Morgan Stanley at a rate of 4.15% APY maturing on 1/29/26.

e. Our Villas at Canandaigua financial strength remains in a strong position.

Committee Reports -

Architectural / Landscape - Jim McMurray

- No new variances to report

Building and Grounds Maintenance - Marty Shepardson / Crofton

- Back up generator in the clubhouse was checked and no issues found.
- Dryer vents not up to code – will address with WCI this Spring and look into a replacement that will prevent rodents from entering open vents.
- Some address signs are in need of repair and paint. Stage 4 homes are in need of signs.
- There are two possible companies that may possibly be able to solve water leak problem and will be addressed when the sprinklers are turned back on.
- The water meter needs to be replaced.

Clubhouse - Cindy Brink

- Cindy read a letter of appreciation thanking the community for their generosity to the Salvation Army Christmas/ Winter clothing drive.
- Thursday night socials will continue with once per month pot luck dinners are planned. The next pot luck dinner will be for St. Patrick's Day. An e-mail will be sent out with details.

Finance – Paul Keitz

- We actually need to reduce money going into reserve account each year per Crofton review. Reduce approximately \$20,000 - \$121,000/year down from \$141,000 and will be reviewed annually.

Pool - Jim Francisco

- Contract is set for opening.
- Repair for resurfacing and tile replacement will be done in the Fall after this summer season. We have a quote from Precision Pool for the job, but will be seeking another quote.

Sunshine -Becky Gavitt

- Two cards and 1 flower arrangement were sent to community members

Old Business –

-2025-26 Fiscal Year Budget proposal - 3rd Draft - Paul Keitz

- The Board went through additional background to the 3rd draft of the new budget.

ACTION: Patti motioned to approve the 2025/2026 budget, seconded by Marty. All approved.

- Crofton Purdue will be sending out the budget to the Community.

-Open Board position - Process and appointment - Paul Keitz

- Please see above for appointment of Mike Wischnowski

-Continuing Mailbox water intrusion – Discussion – BOD

- Gap on flap will need to be sealed to prevent water leakage – this will be addressed by maintenance volunteers.

New Business –

1) Snow/ Snow Drifting/Ice - Management – Board Discussion

- Winter has returned for the full season this year!
- We do have a contract with and Marty is in direct contact with them.
- Concern was addressed by community members regarding safety with the ice and snow drifting. Snowplowing and taking care of ice will be addressed, but residents need to be cognizant of forecasted weather and may need to cancel or change appointments if weather conditions warrant it.
- Critical concern for immediate future is salting of sidewalks.

2) Winter lighting concerns discussion - Marty Shepardson

- A Town Hall Meeting will be held for Winter residents on March 12th at 7 pm to discuss solutions to the lack of lighting at night in our community. A separate e-mail will be sent out and the board requests residents to RSVP.
- A community wide meeting will also be held once “snow birds” return back to our community.

Membership Participation – Video on and unmute to be recognized.

- Dan Kwarta expressed a question regarding the budget which was addressed by Paul.

Next Meeting – March 27, 2025 - 10am Clubhouse and Zoom

Adjournment- at 11:25