

## VILLAGE MANAGER MEETING

July 14, 2021 Clubhouse 1 pm

Present: Susan Fatzie manager, Pam Bentz president, Cheryllee Wright Treasurer,

Tony Lombardo membership, Mary Santiago Secretary, Mike Bond VP, Sal Naimo

### QUESTIONS:

1. Cabana furniture: I know one set of Cabana furniture is due to arrive approx end of July. Could we add to next year's budget (unless we can afford to do so this year?) Add one more set for the Auditorium pool area?  
**Enough furniture for both cabanas was ordered.**
2. Could you place one more round table and chairs on upper deck of Clubhouse if space provides. One was added to pool side.  
**Done – when the new table arrives it will be placed on the Clubhouse pool deck**
3. Will you be ordering /providing CBD committee with power washer? **We do have one for this purpose, just arrange with me when you want to use it.**
  - a. Some kind of waiver for HO to sign to protect us! Requirement would also to have HO home while power washing to make sure no water gets inside and damages anything. Committee could have sign up for power washing and ask small fee; IE: \$25.00 to offset cost of weed killer/ Preen / yard waste bags etc. Used for Beautification day. Power washing could be separate day from CBD day of month. When HO signs up they could state what dates work for them and CBD committee will arrange day for power washing. **Have not completed a waiver but I do feel it is necessary to protect CBD Ambassadors. I will work on that. I have no problem with the committee charging a fee.**
  - b. In regards to Home cleanup/ letters that go out. Is a time line given to HO.? Are those time lines being adhered too! Pam Bentz will offer her time to help those that need assistance in cleaning up carports/sheds in order to get clutter out of Carport. There would be a very Minimal fee that I would discuss with HO. Maybe there would be other Residents that would do the same. **It gives 10 days but usually people will call and ask for an extension of time which is granted.**
  - c. HO that continue to put garbage at curb prior to Monday night. Neighbors are tired of seeing mess at curb all week. (It's understood that some HO are doing home renovation but they need reminder **directly to them!**) Could you send out separate letter to those HO that continually place garbage out at curb all week long? **I have sent a couple of letters directly to violators. If there are others, please turn in a request for attention form.**
4. In regards to rentals in Village. Could it be asked of those HO that rent out their homes if we could have a list of names and phone numbers? HO are always asking me if I (pam bentz) know of rentals. Pam Bentz would be willing to take on that task to set up list. **I can put a notice in the email blast to contact the HOA if they want their name distributed. There are not that many anymore.**
  - a. How can we make sure HO that rent are providing their guests with the Do's and Don'ts lists? More importantly Rules and Regulations of the village? (I would be willing to help with this to get letters out/ maybe we /Susan and I can come up with

a list of things they need to adhere by! **As required by our rules, all renters regardless of time period of rental must sign the Management provided rental lease. This lease includes all of our rules and regulations (sample provided to board)**

5. In the interim of hiring a Landscaper/horticulturist. Could we see if Troy's or Farm and Garden or some nursery would be willing to come here to Village and look at area's/ such as by the gate. Where the Hibiscus is dying under the Oak tree. Maybe they could give us ideas of what to plant/ maybe add large rocks for interest etc. to spruce up the Village. Pam Bentz would be willing to go and check with the nursery's to see if they would Ok to come and look. CBD maybe be willing to assist with cleanup of areas.  
**Absolutely, I have been talking to our outside landscaper about some changes but we are doing them gradually as our budget is taking a fairly large hit with having to remove so many sick queen palms. I welcome any additional input. Changes are coming to the islands on the parkway as the queen palms all require removal.**
  
6. Could Cove purchase 2 vending machines one for sodas and water / one with chips –snacks and place in laundry room? One could possibly fit on wall where folding table is. Folding table could be made with casters and place in middle of room but would move around?  
**We can check into this; I am not sure that we would purchase them but have a service provide them. Just asking – I thought at one time the HOA was going to purchase one, is that off the table?**
  
7. What is projected date of repair for the Culvert on Halifax drive and Halifax Place?  
**The catch basin is sinking as they all do. The road crew inspected it a few months ago with other areas I was concerned with, and they did not feel it was an issue. I will have them review it again when they come to do the paving. We will correct the concrete so that it is not a trip hazard. FYI – our Paving company inspects the roads, catch basins, etc when they have their crews on property.**

#### **FOLLOW UP:**

- **Finalize the TRIAL gate hours. ( will bring up at the July 15, 2021 BOD meeting to decide on actual hours-**
  - a. Hours that have been suggested is 8 am to 5 pm and 9:30-1100 pm/ for Gate coverage.) This does not allow time to open the buildings by 8 am and is for 10.5 hours.**
  - b. Hours that have been suggested is 7am to 4 pm and 9:30 pm -1100 again this is 10.5 hour instead of 10. Not opposing it just stating that the contract accounts for 10 hours.**
  - c. Both suggestions would be Monday through Sunday hours. Perhaps 7:30 to 4:30 then 9:30 or 10 to 11 pm.****Start new hours in August and at least trial for one or two months. It will require some changes with HR and scheduling and that will take a few weeks of notices etc to make those changes.**

- Mail boxes. Where are we with completing the mail box switch out? **The project continues and as stated in the contract will be completed by December 31, 2022.**
- When can we start the ride along with 1 or 2 directors and Susan / to take place after VMM monthly meetings? (August?) This would be to check out village and need for Home/Carport/Yard upkeep. **I am ready to start in August – I have prepared the attached letter for mailing to residents in the zone that was inspected.**
- Are BIDS coming in for the RV/ old maintenance yard? **Slowly. Met again with Project Manager on how we can make it happen possibly in phases to get to the final product desired.**
- Was part-time Housekeeper hired? When does he or she start? How about the Landscaper? **The Housekeeper did not work out, we continue to search for both positions.**
- How can we get HO to follow up with guests to check in with office and get wrist bands? Can a letter go out to all HO- maybe with a response they have to sign and send back or drop off in office? Every HO would need to turn the response back in, either by mail or drop off. Can we as HO ask people at pool etc. if they are guests? Who are they with and explain process? It's not that I want to police the pool but I (pam) have no problem asking people in a nice fashion. I don't know how we capture everyone? **Let's discuss the letter thing further as I don't think I have a clear understanding. Absolutely you can question them if they are guests. I am not opposed to having pool ambassadors that help with guests and reporting any issues that the pools may have.**
- Sod ride along was completed. What homes were chosen and possible date for sod installation? **List is attached. No dates for install yet, closer to end of August September. They will be done a few at a time, instead of all 25 (actually 30 but some are partial) at the same time.**
- TV in Clubhouse when will it be installed? I believe Bracket is here? **Bracket is here but IT service has not been available to install. They know we are ready. We may attempt change ourselves, if the cords running through the ceiling are long enough to accommodate new bracket.**

#### COMPLETED:

- Picnic table moved to midway down parkway
- Umbrella's (extra ones) set up in Auditorium and Clubhouse pool area's / including a few on stands in between the lounge chairs
- Round table and chairs added to clubhouse pool area.
- Auditorium pool stays open until 10:45 pm every night. (It was only requested for weekends!)
- Hand washing of fence on Gantt /tree/bush cleanup around trees on Gantt
- Over flow parking is possible in CLE RV parking. Must go through Susan to check on availability.
- Clubhouse bulletin board for HOA with plastic pockets.

August Meeting changed to 8/18/21 @ 1pm