

**VICTORIA GARDENS ADVISORY COMMITTEE
MINUTES
March 13, 2019**

Present: Len Cechowski, Henry Erich, Mickey Hirten, Marie Korom, Fran Lubell, Carl Graham, Al Bacotti, Jesse Bynon, Harold Sakautzki, and Howard Jeffries. Also sitting in were incoming members Don Lajoie (voting) and Don Adler (alternate)

Staff Present: Michelle Saunders, CJ Hamlin, and Julie Maurer

The meeting was called to order by Mr. Cechowski at 2:32pm

MANAGERS' UPDATES

VINE MANAGER:

-Bar Reconfiguration: Ms. Maurer is working on the bar reconfiguration and is getting quotes. It has been determined that any proposed changes will not need approval by the City

-Liquor Cabinet: She has an initial design and one quote for the proposed cabinet to secure the liquor. She confirmed that there has not been any known theft since she has been with the Vine, but there has been theft in the past

-Loyalty Program: The replacement for the Loyalty program is on hold as it was determined that the new software does not handle such a program easily. She is considering using the marketing and incentive tools already included with the software instead. Gift cards, however, are currently available

-There was general discussion about the January financial results for the Vine and the fact that it was generally breaking-even. Mr. Bacotti again requested that the term "Café Subsidy" not be used in the statements as it was really an "HOA Contribution"

LIFESTYLE MANAGER:

Since Ms. Rosa was not in attendance, no update was given. Mr. Hamlin stated that all events were included on the calendar and did not feel it was necessary to repeat them in this forum

CLUBHOUSE MANAGER:

-Ballroom Lights: Mr. Hamlin is getting another bid on the lights/sound upgrade

-Pool Security Plan: He is working on implementing a "Manager on Duty" program, which will include he, Ms. Maurer, Ms. Rosa, and several front desk employees with the intention that someone will always be in charge during clubhouse hours. The employees involved will receive training in these duties shortly

-Pool Bar Window Reconfiguration: He is still considering the plan, but has run into an issue with the current placement of some plumbing and the gate opener button that needs to be resolved

-Toilet Replacement Status: The proposal for the remaining toilets is currently with the Board for approval

-Clubhouse Rule Changes: Ms. Saunders stated that the proposed changes made to the Clubhouse rules may not come under the recently enacted regulations issued by the State. She will check with our attorney on notification requirements. There was a lengthy discussion concerning getting the rules revision process back on track, which was put on hold because of the recently enacted regulations. It was requested that Mr. Hamlin forward his latest version of the Clubhouse rules to the incoming Advisory Committee to continue the review process and possible issuance to the homeowners

-Duke Power Energy Audit: Duke has completed their initial review. Mr. Hamlin is still waiting on their report for recommendations

- Rusted Electrical Boxes at the Pool Fence: The replacement boxes have been ordered and will be installed soon. Mr. Hamlin has made this a priority issue
- Mr. Hamlin also stated that he was getting bids to convert both the Pickleball and Tennis court lights to LEDs

FINANCIAL REVIEW:

Ms. Saunders reviewed the January, 2019 financials. The major expenditure during the month was approximately \$38k related to the event area turf replacement project

COMMUNITY MANAGER:

Ms. Saunders experienced a sudden medical related issue and had to leave the meeting early. None of her related agenda items were addressed

WORKSHOP

The workshop session commenced at 3:34pm

The minutes from the February 6, 2019 meeting were approved as submitted

Ad Hoc Committee Reports:

- Landscaping: The Committee is still in the process of developing a "Homeowner's Pamphlet" with the intent of providing the residents a summary of what services they can/cannot expect from the landscaping contractor. Since Ms. Saunders is in the process of getting bid submissions for the contract renewal, it was decided to hold off on issuing the pamphlet until the contractor is selected and the contract finalized. The Committee is planning on having input on the contract provisions concerning service levels and penalties for non-compliance
- Environmental Task Force: The ponds which were treated with the islands look to be in good shape and healthy. If they continue to remain so, they will go into "maintenance mode"

Unfinished Business:

- Additional Pond Islands: Mr. Bacotti feels we should move on with getting an additional island, but he still feels that we should get quotes from additional vendors. Mr. Cechowski stated that he felt Beeman's did a good job and was fairly priced, but he was open to getting competing bids for the work

New Business:

- New Advisory Committee Members: The incoming members were introduced, with the exception of Tom Abbott (voting) who was unable to attend the meeting
- Assignment of Committee Secretarial Position: this will be deferred until the new Committee is seated in April
- 2019/2020 Meeting Schedule: The schedule was generally accepted as presented, with the exception of possibly having either the November or December "Coffee with the Manager" reinstated. Both of the normal dates were in conflict with the holidays. This will be further discussed at the April meeting
- Envera Project Update: Mr. Cechowski updated the Committee concerning his and Ms. Saunders recent meeting with Envera. Envera is still pushing their proposal, and have now offered interest-free financing to cover the initial construction cost. Mr. Bacotti stated that we still need additional proposals, after which the project can be readdressed with Kolter
- Substandard ADA Sidewalk Ramps/Missing Parkway Trees: Mr. Cechowski stated that prior letters to Kolter concerning these deficiencies have never been addressed. Mr. Bacotti stated that these items should be on the punchlist, but it was suggested that reminder letters be sent to Kolter anyway apprising them of the deficiencies. Mr. Cechowski will do so

There being no further business, the meeting was adjourned at 4:37pm. The next regularly scheduled meeting will be Wednesday, April 3, at 2:30pm

Submitted by:
Carl Graham, Secretary
March 16, 2019