

**VICTORIA GARDENS ADVISORY COMMITTEE
MINUTES
December 5, 2018**

Present: Len Cechowski, Henry Erich, Mickey Hirten, Marie Korom, Carl Graham, Al Bacotti, Jesse Bynon, Harold Sakautzki, and Howard Jeffries

Absent: Fran Lubell

Staff Present: Michelle Saunders, CJ Hamlin

The meeting was called to order by Mr. Cechowski at 2:35pm

Ms. Saunders reviewed the October, 2018 financials. Primary attention was focused on the annual "Storm Water" charge from the City of Deland, unspent "Landscape Extras", the Vine subsidy being reflected as a separate line on the financials, and Lifestyle revenues/expenses. Ms. Saunders will confirm with the city the validity of the storm water billing. She also explained that the amount budgeted for landscape extras would most likely all be spent in 2018, but in any case, unused funds do not roll over to the next year. Also in 2019, the Vine subsidy would be combined with Vine revenue. Mr. Hamlin also stated that for 2019, Lifestyle related revenue and costs will be more accurately identified and reflected on the statements to isolate them from the Vine's

MANAGERS' UPDATES

COMMUNITY MANAGER:

Ms. Saunders responded to several agenda items, specifically:

-Parking Lot Sealcoating/Repair: She is waiting to get a third proposal on the project before making a decision on the vendor. She still expects to have it done by the end of the first quarter of 2019

-Legal Opinion on ADA Compliance: Both attorneys that she has dealt with in the past have retired. She will work with the new attorney to get the opinion

CLUBHOUSE MANAGER:

-POS System: Mr. Hamlin stated the new POS system is in the process of being installed and should be operational by year-end.

Mr. Hamlin wishes to get lights for the pool entrance pathway. He estimates the cost would be around \$1,500

Mr. Hamlin also reviewed a rather extensive list of repair and maintenance projects that were in process around the Clubhouse, the most significant being the roof and the pool fountain. He currently has one estimate for the fountain of \$3,474. Although this was considered very reasonable for the work involved, he was getting another estimate on December 6th

Mr. Hamlin also stated that the toilets throughout the clubhouse were, in fact, shorter than normal for this type of facility. Ms. Saunders will get Board approval to replace them with higher models

Mr. Hamlin also would like to get an energy Audit from Duke Energy in the near future

WORKSHOP

The workshop session commenced at 4:23pm

There were no minutes taken at the November 7, 2018 meeting

Ad Hoc Committee Reports:

-Landscaping:

The Landscaping Committee is in the process of reviewing the current contract with the intent of providing the residents a summary of what services they can/cannot expect from Brightview. There was a feeling that some residents were asking Brightview to perform services that were not required of them. Also, the Committee would like to establish a standardized height for the hedges. A preliminary draft is expected in January

-Environmental Task Force:

The Committee is in the process of deciding which ponds to work on next year. They are also getting proposals for circulators for the Heron Point Circle Pond

Old Business:

Mr. Cechowski proposed that a generic email address for the Advisory Committee be established on the Evergreen email server. A motion to do so was made and seconded, but was defeated as the Committee felt it was unnecessary and would create more problems than it solved

Mr. Cechowski also wishes to analyze the work orders submitted by the residents to Brightview in order to determine where Brightview is in non-compliance with the contract. He will request the data from Ms. Saunders

New Business:

-Back Entrance Reflectors

Mr. Cechowski would like to get reflectors or lights put on the nose of the back entrance gate island. It was suggested that Len discuss this with CJ and possibly have the contractor doing the pool pathway lights also submit a proposal for the island lights

-Advisory Committee Scope Requirements

Mr. Graham expressed his concern regarding Mr. Cechowski's level of involvement in writing the "Scope of Work" document for projects around the community. Although Mr. Cechowski's expertise and efforts were greatly appreciated, Mr. Graham felt this was well above the Advisory Committee's appropriate level of involvement. Mr. Cechowski will discuss this issue with Ms. Saunders

There being no further business, the meeting was adjourned at 5:12pm. The next regularly scheduled meeting will be Wednesday, January 2nd, at 2:30pm

Submitted by:

Carl Graham, Secretary
December 8, 2018