

**Villas at Cedar Cove**  
**December 8, 2018**  
**Annual Meeting & Budget Ratification**

**Attendance** : Ahner, J. Allen, Beckman, Butler, Corwin, Duke, Egger, ElHage, Faden, Finocchiaro, Gance, Greene, Hanby, Healy, Johonnott, Klarquist, Langley, Lips, Marshall, Marten, Materasso, Mendoza, Nothnagel, Oravez, Paulsen, Philkill, Schelich, Schroder, Shanley, Silver, Soronson, Stepowyj, Vaughn, Wright.

**Community Updates, Glen Faden**

Meeting called to order at 10:08 AM. Introduction of the VACC Board: Glen Faden, Susan Duke, Michelle Lips, with Hadjer Ahner, Bryan Soronson and Vita Materasso via telephone. Meeting began with Review of Agenda. Presentation of September Minutes. Motion to approve September 9, 2018 Minutes; unanimously approved. 2017 Annual Minutes presented, motion to approve and unanimously approved. Quorum requirement met: 34 members represented in person/via phone and by proxy for a total of 50 percent.

New management team is Excel Property Management available by phone at (302) 541 5321; information also available on the VACC website. Contact Dennis Wright for access at: [wrightdww41@gmail.com](mailto:wrightdww41@gmail.com)

Porches rebuilt in the spring showed some corrosion on the aluminum wrap. A chemical in the aluminum reacts with the pressure treated wood. They are removing all of the pressure treated wood and replacing with cedar and rewapping with aluminum. Work should be completed by the end of the year.

**Social Committee, Michelle Lips**

The latest newsletter was sent out a few weeks ago. This past summer, community involvement was very high. All are invited to the Villas at Cedar Cove Holiday Open House, on Saturday December 29, to be held at the home of Ron & Michelle Lips at 16 Juniper. A small donation of \$5 per person is requested to build up the Social Committee Fund. Several baskets were purchased this year to welcome new owners that depleted Social Committee funds.

**Beautification Committee, Cynthia Stepowyj**

Thanks to all who helped to clean up the community. Some holiday lights were added at the VACC entrance. Donations are welcome for holiday lights. Thanks go out to Jim & Judy Marshall for funding, planting and maintaining Yucca plants in the VACC entrance planters.

**Excel Property Management, Greg Burnshaw**

Tracking action items: new plaster on pool, new grout on pool edge, installing lattice to assist in preventing trash from Giant entering the community, repaired uneven concrete sidewalk. Many large crepe myrtles are scheduled to be trimmed. Trash can violations have gone down to zero! The new 2019 trash removal contract will leave cans at curbside. Shrub trimming and leaf removal are scheduled for late December.

**Financial Report, Michelle Lips**

Assets as of end of October, \$92,196.00 and Reserves were \$237,522.00. Pleased to announce Thursday this week \$100,000 was transferred from Reserves to a 15-month CD; 2.25 apy with interest compounded quarterly. Maturity date: March 2020. Over \$100,000 remain in Reserves in the money market account. On November 26<sup>th</sup> the Reserve fund was funded in the amount of \$28,016, fully funded for 2018.

### **Reserve Fund, Glen Faden**

The first letter received from our accountant regarding the Reserve Study showed the Reserve Fund was behind. The 2016 Reserve account was not funded due to expense and the transition of new board. After the 2018 Reserve Study was completed, new information was presented regarding funding of Reserve Fund. Starting in 2018 we needed to step up funding of Reserve Fund to make sure we remain solvent. As a result of the settlement, we received \$34,000 (In addition to the work completed) over \$14,000 will go to keeping our dues at \$618. per quarter for 2019, in order to meet the new Reserve Fund plan, Option #2.

The second letter from our account, (dated 10-31-18) says after reviewing the 2018 Reserve Study, will meet the needs of the Reserve Funding going forward by following the new Reserve Fund plan, Option #2. The Study gave 2 options for funding the Reserve account; the Board reviewed the options and the board selected Option #2. In 2019, the 25% reserve dues increase is being covered by settlement funds received.

One of the big things to point out in the 2019 budget, the low rates we had from 2016 are no longer effective. However we did get a fair rate from Waste Management. The increase in our Reserve dues affected the 2019 Budget, which is duly noted. Motion to approve the 2019 budget and seconded. 2019 Budget unanimously approved.

### **Election - Excel Property Management, Dave Baldo**

Introduction of Board Nominees: Valerie Faden, Erica Mendoza, Brian Soronson, Troy Ahner and Alan Silver. Call for nominations from the floor; no response. As there are five positions available and no nominations from the floor, the vote was unnecessary; all five candidates were duly elected via acclamation – a call for objections was made, there being none, Valerie Faden, Mendoza, Brian Soronson, Troy Ahner and Alan Silver are duly elected to the new Board.

Valerie Faden thanked the former Board and all committees for the work during the past term and invited all wishing to continue participating, begin participating, or chairing a committee to please contact her or any Board member. VACC Committees are: Social Committee, Beautification Committee, ARC Committee, Covenants Committee and Nominating Committee. More information to follow after the Board transition.

### **Questions and Answers, Glen Faden**

**How will 2019 dues be handled?** Bank of Delmarva will forward information. We do offer an ACH program to assist with automatic dues payment, send a blank check to Bank of Delmarva and they will enroll you. More information will be mailed with dues information shortly. Another Excel service is dues payment by credit card for a nominal fee. Due to the credit card payment option, Villas at Cedar Cove 2018 dues are paid in full!

**How will settlement funds be used?** Over \$14,000 will offset reserve dues increase in 2019 (to comply with the 2018 Reserve Study funding plan, Option #2); \$20,000 will remain in operating account.

**Suggestion to trim trees behind Daylily:** Also behind Beach Plum? Excel to follow up.

**Leaves and bushes to be trimmed?** Yes the leaves will be removed in December. Shrub trimming is to be scheduled. Last year they took leaves out too soon, we wrote into the contract for it to be done late December. Anyone who does not wish to have trees or bushes trimmed, Excel will provide flags as markers. Trimming several crepe myrtles is also scheduled; they are touching homes and hanging low. Suggest healthy cut back. Other trees to be addressed by new Board and budget.

**Shutters, Gutters, and Painting:** Action items to be handled by Excel. Reserve items would be addressed by Excel and the new Board. Some owners suggest replacement of shutters and mailboxes. Need to review options. Discussion of painting doors, options available. Typically it is the owner's responsibility to maintain front door and screen. Paint chart is posted in Villas at Cedar Cove website: [www.Villasatcc.com](http://www.Villasatcc.com)

**Why did trash costs increase so much?** To reduce costs, drivers won't return cans from curb side. The owner is responsible to pull cans from curbside. Cost of service has increased as the State of Delaware increased plastics removal. Waste Management provided the absolute best price. Last contract, we had a seasonal discount (for the winter months with fewer units to pick up trash) that Waste Management will no longer allow. Trash cans must be removed from the curb by owners and/or residents by 8 PM on the day of pick up.

**Special Assessments:** At this time, assessments are not needed to meet the needs of the community. One owner suggested a special assessment to cover painting of doors. Reserve monies are in the Reserve to cover items identified in the Reserve Study, items that require long term maintenance, such as streets.

**Emails:** Some spouses are not on Excel's distribution list for VACC. If owners have more than one email, provide email information to: [Helen@excelpmlc.com](mailto:Helen@excelpmlc.com).

A special thank you was given to the former Board for a JOB WELL DONE!!!!

**Adjournment at 11:05a.m.**