

Minutes of the Lakeside Village Combined Committee Meeting

July 11, 2012 at 7:00PM

1. Introductions/Role Call -

Committee Members	Committee	Present	Absent
Roland Draughon (532)		X	
Bob Hester (531)		X	
Jim Johnson – Board Rep (324)		X	
Dorothy Montgomery (325)			X
Michelle Moodie (211)			X
Nancy Nolan (111)			X
Tom O’Keefe (313)			X
Frank Slattery (523)		X	

2. Maintenance and Grounds (M&G) Issues –

a. Follow-up from last meeting –

- 1) The June 2012 Action Item Tracking Sheet was reviewed.
- 2) The LSV Scheduled Maintenance Sheet was reviewed.
- 3) The current status of the Fire Alarm System was presented.

b. New Items –

- 1) The Committee prepared a revised form for the July 2012 Action Item Tracking Sheet. Priorities and recommended funding categories were added. A Board approval space was also added.
- 2) The 2012 Budget through June 26, 2012 was reviewed to allow the Committee to look at funding and priorities.
- 3) The status of hot tub bids was discussed.
- 4) Frank asked about the status of volunteers for pool maintenance.

3. Communication Issues – The website has been updated.

4. Community Watch Status – No change in status.

5. New committee members – We still need new Committee members from Buildings 1, 2, and 4.

6. The meeting adjourned at 9:30 PM

Submitted by –

Jim Johnson

1 Attach: July 2012 Action Item Tracking Sheet

**Lakeside Village Committee
Action Item Tracking
July, 2012**

Item Number	Date Added	Name/ Task	Recommended Funding		Task Initiated by			Priority			Board		Status	Date Completed
			Account	Remaining	Manager	Committee	Board	Manager	Committee	Board	Date Approved	Funding Account		
1	11/09/11	Small lights that illuminate the entrance sign (in the island) not working.	k	\$7,525.29		X			10				The underground line feeding the sign lights has failed. Will need Board approval for repair.	
2	11/09/11	One Additional Walkway light needed. (2nd pole south of large Juniper tree)	k	\$7,525.29		X			10				Currently being bid	
3	11/09/11	Window specifications needed.	n/a			X			10				After speaking to several architects, one is sending me standard ASTM window installation guidelines. He said this may very well provide the guidance we need and solve the issue without involving an architect at each installation.	
4	11/09/11	Open cable box outside of Unit 113	n/a			X			8				To Comcast, ticket #CR 27489954 (Box still open 07/11/2012)	
5	11/09/11	Fire alarm system install	ii	\$98,627.84		X			8		05/22/12	ii		
6	11/09/11	Hot Tub repairs	ii	\$98,627.84		X			10				Collecting bids for this work, looks like there will be funds available this year to do it.	
7	11/09/11	Repaint speed bumps	k	\$7,525.29		X			8				Should wait until spring & warmer weather	
8	11/17/11	Gutters Bldg 5 (check on another way to prevent overflowing)	n	-\$996.45		X			9				Single bid rejected by Board.	
9	12/11/11	Numerous Gutters clogged and some need repair. (See Atch 1)	n	-\$996.45		X			9					
10	01/11/12	Fir tree in front of unit 115 cut back but still has branches hanging over roof. Branches still laying on maintenance shed.	r	\$5,000.04		X			8					
11	02/08/12	Land on lakeside bldg 1 needs grading (where duck fence was replaced)	r	\$5,000.04		X			8				Tree was removed, work order issued for lawn repair to the landscaper.	
12	03/14/12	Uneven Concrete and gaps noted in walk ways around complex. Could pose tripping hazard. (See Atch 2)	jj	\$98,627.84		X			8					
13	03/14/12	Exterior siding on lakeside near unit 135 is bowing out. Could allow water intrusion.	k	\$7,525.29		X			8					
14	04/11/12	Walkway light out (The one immediately south of the large Juniper Tree)	k	\$7,525.29		X			----				Bulb replaced by Jim Johnson	7/11/2012
15	05/09/12	Canopy outside unit 411 needs to be replaced. In danger of falling down.	k	\$7,525.29		X			9					
16	05/09/12	Grass in several spots appears to be dying.	r	\$5,000.04		X			10					
17	05/09/12	Drainage problem at unit 214.	k	\$7,525.29		X			9				Have one bid. Board wants additional bids.	
18	05/09/12	Gravel needed around walkways and swell at bldgs 4 & 5	r	\$5,000.04		X			13					
19	05/09/12	Threshold boards in the bathrooms of the Cabana are broken.	k	\$7,525.29		X			----				Completed by Frank Slattery	7/11/2012
20	05/09/12	Cabana Fireplace screen needs repair/replace	k	\$7,525.29		X			13					
21	06/13/12	Dion Raymond has a hole in his wall left over from plumbing repair.	k	\$7,525.29		X			7					
22	06/13/12	Fireplace separating from wall in unit 325.	k	\$7,525.29		X			7					
23	06/13/12	Several security lights out on carports. (See Atch 3)	k	\$7,525.29		X			7					
24	06/13/12	Tree on north side of Bldg 1 has several dead limbs.	r	\$5,000.04		X			8					

25	06/13/12	Cracks found in living room ceiling of unit 132.	k	\$7,525.29		X			8				
26	06/13/12	One end of balcony in unit 535 dropped a couple inches.	k	\$7,525.29		X			8				
27	06/13/12	Unit 123 storage room door rotted through. Carpet on many stairwell landings need to be replaced.	ii	\$98,627.84		X			10				
28	06/13/12		ii	\$98,627.84		X			13				

Funds Remaining as of June 26, 2012

Account	Symbol	Remaining \$
Utilities		
Electric	a	\$2,065.52
Gas	b	\$2,329.12
Water	c	\$8,088.20
Sewer	d	\$12,976.72
Garbage	e	\$13,056.18
Cable	f	\$17,685.55
Phone-Cabana	g	\$218.38
Fire Monitor	h	\$2,400.00
Fire Phones	i	\$5,040.00
Total Utilities		\$63,859.67
Total Licenses/Permits	j	\$813.04
Maintenance		
General Maint	k	\$7,525.29
Janitorial/Ext Clean	l	\$3,750.00
Maint. Supplies	m	-\$26.84
Roof/Gutter Repairs	n	-\$996.45
Chimney/Duct Cleaning	o	\$2,400.00
Landscape Contract	p	\$13,031.10
Tree Trimming	q	-\$427.50
Landscape Improvements	r	\$5,000.04
Pest Control	s	\$1,514.04
Snow Removal	t	\$180.60
Fire Alarm Testing	u	\$2,000.04
Pool/Jacuzzi	v	\$2,602.52
Fire Extinguisher Insp.	w	-\$35.00
Total Repairs/Maint.		\$36,517.84
General Expenses		
Insurance Premiums	x	\$36,323.00
Contingency Expenses	y	\$3,027.65
Reserve Study	z	-\$1,030.00
Management Fee	aa	\$12,140.04
Extra Management	bb	-\$380.00
Office Supplies	cc	\$220.25
CPA services	dd	\$1,250.04
Legal Fees	ee	\$3,985.79
Board Expenses/ Misc	ff	\$50.04
Website	gg	\$113.55
Bank Charges	hh	-\$15.00
Total General Exp.		\$55,685.36
Reserve Fund	ii	\$98,627.84

Priority for CY 2012 Complete by end of Month Indicated	Symbol
January	1
February	2
March	3
April	4
May	5
June	6
July	7
August	8
September	9
October	10
November	11
December	12
Hold for next Year	13

**LSV Committee
July 2012 Action Item List
Attachment 1**

Gutter Repair/Cleaning List

Date Listed	Problem	Action	Completed
12/11/2011	Gutter at parking spot 4 rusted through/leaking and full of leaves. Downspout crushed	Gutter replaced, but now leaking at seam and end cap. Needs 2nd down spout at other end due to slope. Down spout still crushed.	
2/8/2012	Gutter at parking spot 16 full of branches and leaves.		
3/14/2012	Gutters on street side of parking spot 72 full of branches and leaves. Only one down spout on gutter.		
3/15/2012	Gutter over the front of unit 131 plugged and leaking badly onto building.	Reported as still leaking.	
3/15/2012	Gutter at parking spot 40 leaking at end cap.	Jim observed gutter still leaking.	
4/11/2012	Gutter over the front of unit 333 plugged and leaking badly.	Jim observed gutter still leaking.	
4/11/2012	Gutter over the 3rd bed room of unit 336 plugged and leaking badly.	Jim observed gutter still leaking.	
6/13/2012	Gutter over 3rd bed room of unit 531 plugged and leaking.	Jim observed gutter still leaking.	

**LSV Committee
July 2012 Action Item List
Attachment 2**

Side Walk Repair List

Date Listed	Problem	Action	Completed
4/27/2010	Building walkway between 3 & 4. End by parking spot #44 broken.		
4/27/2010	Connect sidewalk at Building 2 & replace adjoining sections. Uneven sections with root damage.		
4/27/2010	Walkway in front of building 1 near units 111 & 112, spalled, 2 sections.		
4/27/2010	Walkway in front of building 1 near units 113 & 114, replace 1 section.		
4/27/2010	Entry area at units 111 & 112, sagging causing constant wet area.		
4/27/2010	Walkway in front of building 2, 2 sections spalling.		
4/27/2010	Entrance walkway leading to units 313 & 314. Needs leveling.		
4/27/2010	Entrance walkway leading to units 315 & 316. Needs grinding.		
4/27/2010	Behind unit 411, entry to gazebo area. Uneven and spalling.		
4/27/2010	Entry area at units 513 & 514, appearance issue. Needs coating.		
6/11/2012	Walkway at units 211 & 212 uneven due to tree roots.		
6/11/2012	Walkway at units 213 & 214 has broken concrete.		
6/11/2012	Concrete at south end of bridge has tree root damage.		
6/11/2012	Walkway by lake gate separating.		
6/11/2012	Walkway behind building 4 needs grinding.		
6/11/2012	Walkway between buildings 4 & 5 separating.		
6/11/2012	Walkway between units 412 and 413 needs grinding.		
6/11/2012	Walkway in front of Cabana needs grinding.		
6/11/2012	Curb by the pool parking is broken.		

LSV Committee
July 2012 Action Item List
Attachment 3

Light Replacement List

Date Listed	Problem	Action	Completed
6/13/2012	Canopy light at parking spot 68/69		
6/13/2012	Security light on canopy between spots 2/3		
6/13/2012	Security light on canopy at spot 56		
6/13/2012	Light on the end of canopy at spot 48		
6/13/2012	Light on the end of canopy at spot 31		
6/13/2012	Light on the end of canopy at spot 9		
6/13/2012	Light on the end of canopy at spot 5		
6/13/2012	Entrance light on right side as you are entering		