

Manager's Report

July 16, 2008

1. We were asked at the last Board Meeting if the frequent problems with pool and spa heaters were caused by water circulating through the heaters when the heaters have been turned off for the summer, and whether or not the heaters had by-pass valves. The answer is:
 - a. Spa heaters are on year round, and do not need by-pass valves.
 - b. All pool heaters have by-pass valve systems; all have internal by-pass valves which are active when the heater is off.
 - c. It is the opinion of our pool company that heater failures are a function of normal wear and tear.
2. Another question was asked at the last Board Meeting regarding the issue of cutting tree roots to prevent damage to adjacent sidewalks. The answer from the landscapers is that it can be done, and the cost is determined by the location and size of the tree. The estimated cost range would be: \$125 – 165.
3. We were asked to provide a cost analysis for exercise equipment. Most of the problems encountered with the equipment in our exercise room has centered on the treadmills. From June 30, 2007 through December 31, 2007 repair costs were \$2,746.32. From January 1, 2008 through June 30, 2008 the repair costs were \$ 2,306.95, for a year total of \$5,053.27. Of the total, all but \$190.00 was spent on treadmill repair. A maintenance agreement with our current service provider would be \$7,500, and include preventive maintenance, and a limited amount of service. It would, however, cover the cost of a serviceman coming out to VL.
4. We presently have service contracts and maintenance agreements with all vendors except the vendor that provides service for our exercise equipment. Such an agreement was not approved by a previous Board.
5. The only equipment which is under warranty are the new motors and heaters at the various pools and spas, all other equipment is office equipment, and is either out of warranty, or leased. All pool and spa equipment is warranted for one (1) year.
6. We have had another breakdown of a piece of exercise equipment at the Rec Center. It will be repaired this week.
7. The sauna was reported to be out of order. We had Mid-State Mechanical in and they replaced the wiring for the controls.
8. The Y/C portico repair is scheduled to begin on July 21st. The cost is being covered by the bus company's insurance.
9. The motor and pump assembly for Lake 8 failed last Friday. We have asked Water Resources to handle the repair, and they advise the repair will be accomplished tomorrow (7/17).

10. The fountain on Lake 1 will be repaired by Water Resources, and that work should be completed by the end of this week.
11. There is a tear in the carpet of the Card Room, which will be evaluated by a vendor today, and we will be advised as to the cost to repair or replace.

Operational Matters:

1. Kitchen quotes – As you know, we have been struggling with the kitchen remodeling, having received bids for the work that were unacceptable. In early June we sent out 6 RFQ's with a bid closing date of July 2-4. To date, only two of the parties invited to bid have responded. There were no additional bids. The Board has these bids and will respond appropriately.
2. Advance payment for the painting of the fence at Lake 2. The bidder, Advanced Painting, wanted a 50% up-front payment, when I told him no, he modified it to 33%, or \$5,326.79. I understand that this is standard for painting companies.
3. Yacht Club tile removal and repair – As we indicated at the last Board Meeting, we sent out 4 RFQ's for this work. We received one response, that from the company that has done additional tile work here in VL. Their quote is for \$1,470 to repair, reseal, re-caulk and grout the 100 linear feet of the pool. In a separate communication this bidder has suggested completely removing the tile and repairing the concrete. I met with a concrete contractor regarding the job, and he advised that in order for the tile to be replaced with a cement border, we would have to drain the pool. In addition, a special concrete/acrylic mix would have to be used, and there would be no guarantee that it would last longer than the tiles. The cost might be as high as \$3,000. It is my recommendation that we accept the re-tile bid.
4. Verizon Tower area – We had an agreement with Verizon, to split the cost to provide irrigation and seeding of the area adjacent to the tower. We asked our landscaper to quote, and asked the Verizon landscaper to quote. The divided cost for Ventana would be \$4,500. In the meantime, Verizon experienced a problem with the tower, and brought in a cherry picker. It occurs to me that they will, undoubtedly, need to bring in heavy equipment from time to time to service the tower. I have, there fore, asked both Verizon and our landscaper to quote on putting in granite in the area. The cost is \$4,500 before splitting with Verizon. Based on my last conversation with Verizon, I believe that they will split the bill, and our share will be \$2,250.
5. Office hours – It has been proposed that the office hours be changed from 9 – 4:30, to 9 – 5, with no closure at lunch hour. We agree with the decision to stay open at lunch time, and staff will stagger their lunch hours to accommodate this change. However, we will lose one receptionist, and possible two, because they have family commitments at 5 PM. I propose that we change the hours to 8:30 – 4:30. This will provide appropriate coverage and allow us to keep the receptionists.