

COAST VILLAGE REPORTER

SEPTEMBER 2013

COAST VILLAGE PROPERTY OWNERS CORPORATION
131 Rhody Loop, Florence, OR 97439 (541) 997-3312

VOLUME 17 ISSUE 9

FROM THE PRESIDENT'S CORNER

CVPOC

Board of Directors

2013-2014

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Director

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Director

Pat Rongey (541) 603-5730
Director

Well as I write this I've been Acting President for just about a month. I've been working in the office full-time for a little less than three weeks. I believe that I'm beginning to get an accurate picture of the day to day operations of our office and maintenance department. I've managed to sit-in on the Personnel, 5 Year Plan, and Budget Committee meetings this month. We have work to do, and I'm happy to say that it's getting done. We have managed, in house, with the assistance of our CPA, to combine two company's accounting books into a single entity. As Carla has mentioned in her Treasurer's report, we will be implementing on-site payroll, and this will reduce our costs and staff time. Many more things are in the works, and as they are completed I, or hopefully Jodi, will be reporting on the completed actions. Congratulations to RayLynn Berning for her promotion to Associate Maintenance Supervisor.



I would like to thank Kate Baldwin and Nicci Coburn, on behalf of Coast Village, for the emergency first aid training they provided to our residents and maintenance personnel.

To those whose toes I've treaded on (hopefully lightly), you have my apologies. It is my intent to get us on a single track, and headed in the right direction -- a goal all the volunteer committee members here agree on.

Robert Davidson
Acting President, CVPOC

BOARD MEETING

**NEXT SCHEDULED
BOARD MEETING
MEETING**

**Saturday, October 19, 2013
10 am Clubhouse Lounge**

Business Office: (541) 997-3312
Available for general business
9 am to noon
1 pm to 3 pm M-F

Maintenance Office:
(541) 997-3583
Summer Hours

Maintenance staff on premises
M - F from 7am -5pm
Sat. & Sun from 7am -4pm

**Available 24/7 for
park maintenance emergencies**
(541) 997-3583

Website:

www.coastvillageflorence.com
FAX line: 541-902-0103

ACTIVITIES COMMITTEE NEWS

Not much has been going on this month with Activities. The next pot-luck is scheduled for September 28th and we hope there will be participation from everyone.

Bingo is still on hold but we will start it up again in October, so

NOTICES

- ◆ **Facility Hours:** Summer hours for the clubhouse, laundry room & mailroom are 7am-10pm.
- ◆ **Meter Reading:** Park electrical meters will be read this month beginning Monday, September 16.
- ◆ **Wi-Fi:** Is now available in the clubhouse. Information for access is posted in the clubhouse entrance and in the adult lounge.

hopefully there will be a few of you that want to come out, win a little money and have a laugh or two.

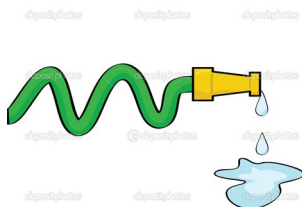
The garage sale on Saturday, August 17th was a success and the Activities Committee made \$294.00. A huge thank you for the donated items which enabled us to sell so much. Also, thank you to Diana and Larry Phillips for all their hard work, loading, hauling and selling!



A lot of changes have been happening at Coast Village over the last couple of months. They are good changes and we anticipate exciting new happenings to talk about in the upcoming newsletters.

We are still looking for volunteers for the Activities Committee! New ideas are welcome - even if you do not wish to be on the committee, please give us a call with some things you would like to see happening for fall activities - my number is: 360-521-8428.

Carlla van de Vyver
Chairperson—Activities Committee



MAINTENANCE DEPARTMENT

It's the time of year parents love, but dread the prep-work involved, while kids are only excited about the new clothes. School is back in session folks, which means your Coast Village Maintenance Team is in preparation for the coming winter. We have completed the water pressure testing on the entire park, and if you have not heard from me then no issues were found on your property. Even better news, we have yet to find any major issues. We have begun to clean out all the storm drains in the park starting with the one in the parking lot. Additionally, we are taking care of some of the other smaller things around the main buildings to get them ready for the coming rainy season.

Everyone has been busy trimming up their property and we are doing our best to keep up. We are only picking up brush on Tuesday now. I have also noticed that everyone is raking up their pine needles. I have gotten some complaints that these piles get missed. The reason they get missed is because pine needle piles blend in. We are asking everyone to bag up needle and leaf debris for three reasons, it's easier to spot, easier to pick up, and it doesn't leave a mess when we pick up if it's already bagged up.



RayLynn
Associate Maintenance Supervisor



FROM THE SECRETARY

The City of Florence charges Coast Village \$5.00 per month per lot based on a total of 221 lots for City Road Maintenance Fee. This fee totals \$1,105.00 per month, \$13,260.00 per year.

The following months reflect, thanks to you, our savings:



January: \$ 30.00
 February: \$ 335.00
 March: \$ 355.00
 April: \$ 355.00
 Total: \$1,075.00

As you can see, those \$5.00 reductions in fees per month can add up quickly. Thank you to those who have filled out and submitted the City of Florence Vacation Status - Request Forms. A reminder to those who have unoccupied lots for sale, these count too. Please continue to complete and submit these forms to the City of Florence, Utility Dept., Attn: Erin Reynolds, Finance Director. The forms can be mailed or faxed. We have included, for your convenience, the aforementioned form below. They are also available at our office.

I would also like to thank those members who voted for me for Director. The Board has elected me your Secretary. I will keep you informed of Actions Without a Meeting, Board Workshops, regular Board Meetings, and anything else that comes to mind. I believe you have elected a solid Board that will work together for everyone's benefit.



Thank you again,
 Charlotte Frye
 Secretary

Below is the required City of Florence form that enables CVPOC to get a discount for every 30 days or more that a lot is not occupied. If you have not completed such a form (sent with the January Newsletter) please fill out the form below and mail directly to the City of Florence Thank you!



City of Florence – Utility Department

Phone: (541) 997-3436 Fax: (541) 997-6814

250 HWY 101 – Florence, OR 97439

Vacation Status Request – Coast Village

To request relief from Street Maintenance Fee

Property/Lot Owner Name: _____

Property/Lot Address: _____

Place this account on a vacation status from _____ until _____
 (Date) (Date)

By signing this form I affirm that my property will be vacant for a minimum of 30 days and no more than six months. I acknowledge that fees applicable to my lot will resume as directed above or automatically after six months unless another Vacation Status Request form is submitted to the City requesting further relief.

Property Owner

Signature: _____

Request

Date: _____

THIS FORM MUST BE RETURNED COMPLETED AND SIGNED TO THE CITY OF FLORENCE UTILITY BILLING DEPARTMENT FOR FEE WAIVER TO BE PROCESSED.

**** This side for
 OFFICE USE
 only****

RESUME Month/Year	
JAN	
JAN	
FEB	
MAR	
APR	
MAY	
JUNE	
JULY	
AUG	
SEPT	
OCT	
NOV	
DEC	

Treasurers Report



Bank Account Balances as of 8/7/2013

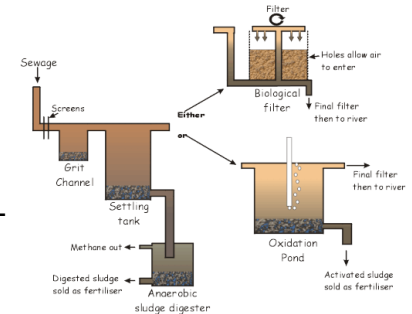
Operating Fund Account: \$124,627.39
 Reserve Fund Account: \$215,889.31
 Total Funds in Bank: \$340,516.70

As you can see by bank totals cash flow continues to be good. The Budget Committee has had two work sessions and I am in the process of preparing a budget as a result of those meetings to present to the Board for approval.

Once approved the 5 Year Plan will be put in the newsletter.

In June we moved \$49,000.00 from the Reserve Account to the Operations Account to fund the pump station project which is nearly finished. This project will be paid this month if the project completes.

As your new Treasurer, it will take a period of time to become completely familiar with all the reports etc., but by the October newsletter I will have a new budget to share and some of the new projects from maintenance will be underway.



I will be monitoring our financial status to keep us on track with the Operations Budget and 5 Year Plan. We have been able to procure health insurance for our employees this year at a lower cost while adding benefits. I am working with the Secretary and Budget Committee to bring down the costs for the Road Maintenance Fee. This fee, of \$5.00 per occupied lot within Coast Village, is paid to the City of Florence. I encourage everyone to submit the Vacation Status Request - Coast Village Form (available at the office and in the newsletter) when you are not living here so that the fees to Coast Village are reduced. Last year we paid \$11,715.00 in Road Maintenance Fee to the City based on the demographics of residents living in the Park for 6 months, I believe this is not an accurate accounting of our census and will work towards a reduction this year and/or a refund of some of these fees. We have had a 3% increase in our water rates from the city. We are preparing to start doing our payroll in house which will reduce accounting fees for this year.



Thank you for your patience as we transition to a new team of Board Members. We are continuing with the projects approved in the 5 Year Plan and you will see on-going reports in the monthly newsletters to keep all of you updated. We continue with the weekly meter reads to assure no water leakage and those will be reported in future newsletters.

Please do not hesitate to contact me if you have questions.

Carlla van de Vyver,
 Treasurer



SEPTEMBER 2013

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 LABOR DAY STAFF HOLIDAY	3 GARBAGE PICKUP	4 BRUSH PICKUP	5 CHAMBER ENSEMBLE 3:00-5:00	6	7
8	9 GARBAGE PICKUP	10 BRUSH PICKUP	11 DEADLINE FOR NEWSLETTER	12 CHAMBER ENSEMBLE 3:00-5:00	13	14
15	16 METER READING GARBAGE PICKUP PICKUP	17 BRUSH PICKUP	18	19	20	21
22	23 GARBAGE PICKUP	24 BRUSH PICKUP	25	26 CHAMBER ENSEMBLE 3:00-5:00	27	28 COMMUNITY POTLUCK DINNER 5 PM ADULT LOUNGE
29	30 GARBAGE PICKUP					

HAPPY BIRTHDAY



Shirley Hunt—7th
Denise Crowe—9th
Ron Yeaman—13th
Sue Robinow—21st



HAPPY ANNIVERSARY

Gene & Donna Shotwell—7th