

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, JANUARY 4, 2023 at 1:00 PM WILLOW HALL

- PLEDGE OF ALLEGIANCE
- CALL TO ORDER
- ROLL CALL

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the December 7, 2022 minutes.
3. Motion to contract with Curry Electric for the purchase and installation of a 14KW generator and gas hook-up to be installed at the Route 70 gatehouse for a total cost of \$12,001.11. The funds to meet this expense will be provided by account #3230 - Capital Replacement/Common Buildings. The unaudited balance for this account as of 11/30/22 is \$1,053,381.51.
4. Motion to purchase six (6) 2023 Club Car Carryall 700 carts from Vic Gerard Golf Cars for a total cost of \$166,808.42. The funds to meet this expense will be provided by account #3150 - Property Fund/Replacements. The unaudited balance for this account as of \$1,063,234.61.
5. Motion to contract with FWH Associates PA for the concept and design of the Bocce Court structure at a cost not to exceed \$6,000.00. The funds to meet this expense will be provided by account #3230 - Capital Replacement/Common Buildings. The unaudited balance for this account as of 11/30/22 is \$1,053,381.51.
6. Motion to approve to release the funds of Year Three for the Cedar Shake Project at a cost not to exceed \$100,000.00. The funds to meet this expense will be provided by account #3292 - Capital Replacement-ER-Cedar Shakes. The unaudited balance for this account as of 11/30/22 is \$108,583.61.

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS

- Architectural Committee (Barbara Owens)
- Community Services Committee (Joy Carmody)
- Finance Committee (Charles Corvo)
- Administration Committee (Mary Rose McCarthy)
- Election Committee (No Report)
 - *Approve New Chairperson*

II. RECREATION REPORT

(Mary Lighthipe)

III. COMMUNITY MANAGER'S REPORT

(Jim Snyder)

UNFINISHED BUSINESS

NEW BUSINESS

1. Pet Policy

The Audit meeting will be held on Wednesday, January 25, 2023 at 1:00 PM in the auditorium at Willow Hall. The next open Board meeting will be held on Wednesday, February 1, 2023 at 1:00 PM in the auditorium at Willow Hall.

- ADJOURN OPEN MEETING

AUDIENCE COMMENTS: In general, audience questions and comments should be addressed to the interest of all residents. For resolution of personal or maintenance issues, contact the Department Manager and, if necessary, the Community Manager.

The meeting was called to order at 1:00 PM by Board President, Charles Lupo with the Pledge of Allegiance.

PRESENT: Trustees: Present were Board President - Charles Lupo, Vice President - Joyce Carmody, Treasurer - Eugene Murphy, Trustee - Wayne Steinman, Trustee - Fay Weinstein and Trustee - Michael Blank.

Management Staff: Present were Community Manager - Jim Snyder, Accounting Administrator - Michelle Lampard and Recreation Director - Mary Lighthipe.

ABSENT: Board Secretary - Thomas Hardman

APPEARANCES: John Berenato, Superintendent of Manchester Schools and Dina Silvester, Public Information officer were present to speak about the current programs in the schools and how residents can volunteer. (Left meeting at 1:27 PM)

ITEMS VOTED ON: (continued in Community Manager's Report and Unfinished Business)

J. Carmody moved to waive the reading of the minutes. W. Steinman seconded. All present were in favor. Motion carried.

J. Carmody moved to approve the November 2, 2022 minutes. M. Blank seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

W. Steinman moved to authorize the Association to transfer \$80,000 from account #3150 - Property Fund/Replacements to account #3151 - Property Fund/Additions. E. Murphy seconded. There were questions and comments presented to the Board from residents. A vote was taken and all present were in favor. Motion carried.

W. Steinman moved to approve the purchase of the Avant Loader, with the snowblower and edger attachments from Ace Outdoor Power for a total cost of \$108,672.23. This expense will be provided by account #3151 - Property Fund/Additions. E. Murphy seconded. There was no discussion and a vote was taken. All present were in favor. Motion carried.

E. Murphy moved to contract with Allied Universal Security Services for two years effective January 1, 2023 and ending December 31, 2024 for a total cost of \$474,656.00. This expense will be provided by account #7310-Gatehouse Entry. W. Steinman seconded. There was a brief discussion and a vote was taken. All present were in favor. Motion carried. *The Board announced the approval to purchase and install a scanner for the QR codes at the Route 70 gate.*

PRESENTATION OF REPORTS:

COMMITTEE REPORTS:

B. Owens, Chairperson, gave a report for the Architectural Committee.

There was no report for the Community Services Committee.

The Board announced the approval of Anne Niebergall as new member to the Community Services Committee. They also announced the approval of Janice Saylor as a new member to the Welcome Committee.

C. Corvo, Chairperson, gave a report for the Finance Committee.

M. R. McCarthy, Chairperson, gave a report for the Administration Committee.

M. Lighthipe gave a report for Recreation.

COMMUNITY MANAGER'S REPORT: (J. Snyder)

Due to the deteriorating condition of the roof and several leaks at two units, it has become necessary to add on the replacement of this roof to the 2022 roofing schedule. Management was anticipating adding these to the 2023 schedule; however, after several more leaks, it has become necessary to replace the roofs sooner than later to avoid further damage. Upon recommendation of Management, *J. Carmody moved to approve to add on one building (two units) to the It's All Good Construction's 2022 roofing contract, for a total cost of \$13,301.00. The funds to meet this expense will be provided by account #3270 – Capital Replacements/Roofs. W. Steinman seconded. There was no discussion and a vote was taken. All present were in favor. Motion carried.*

Management has been asked by the Board to investigate the costs associated with installing a backup generator at the Route 70 gatehouse. Several area contractors were contacted and four quotes were received as follows:

Contractor	Make	Size	Fuel	Gas Hook Up	Cost
Curry Electric	Generac	14 KW	Nat. Gas	Included	\$10,801.11
Central Jersey	Kohler	14 KW	Nat. Gas	Included	\$10,875.75
Aggressive Power	Generac	14 KW	Nat. Gas	Included	\$12,261.87
KSD Electrical	Generac	14 KW	Nat. Gas	Not Included	\$11,728.75

If the Board wishes to move forward with the project, it is Managements recommendation to contract with Curry Electric for the purchase and installation of a 14KW generator and gas hook-up to be installed at the Route 70 gatehouse for a cost of \$10,801.11, along with the required Manchester Township permits for a cost of \$1,200.00 for a total project cost of \$12,801.11. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. The Board will vote on this at the next open Board meeting on January 4, 2023.

There is a need to replace a F-350 dump truck. The truck was purchased in 2008 and is up for replacement. Management has been trying to purchase a truck over the last year and as fast as the trucks are received, they are sold immediately. Management was able to find one F-350 out of State at a very reasonable price, and the company is willing to hold the truck for LVW until December 8th.

Vendor	Description	Total (Tax included)
Andy Mohr Truck Center	Ford F-350 W/Dump Body	\$79,009.56
Miller Ford Sales	Ford F-350 W/Dump Body	\$86,039.78
Golf Mill Ford	Ford F-350 W/Dump Body	\$93,339.53

Due to the time sensitivity, E. Murphy moved to purchase a 2022 Ford F-350 with Dump Body from Andy Mohr Truck Center for a cost of \$79,009.56 and shipping to a vehicle transport company not to exceed a cost of \$1,250.00 for total cost of \$80,259.56. The funds to meet this expense will be provided by account #3150 – Property Fund/Replacements. F. Weinstein seconded. There were questions and comments from residents. A vote was taken and all present were in favor. Motion carried.

The dump bodies on two (2) of the 2008 F-350 dump trucks must be replaced. These bodies will be unable to make it through the Winter as they are completely rotted out. These trucks carry a ton of salt during the snow removal and need to replace them in preparation for this year’s snow removal. The follow quotes were received, the Dump Bodies from the low bidder Monmouth Truck are not painted. The cost to have them painted would be \$2,500.00.

Vendor	Description	Total (Tax included)
Jersey Truck Equipment	Two Steel Dump Bodies	\$22,227.04
Hyers	Two Steel Dump Bodies	\$23,031.00
Monmouth Truck	Two Steel Dump Bodies-not painted	\$21,060.19

Upon the recommendation from Management, J. Carmody moved to approve the purchase of two (2) Dump Bodies from Jersey Truck Equipment for a total cost of \$22,227.04. The funds to meet this expense will be provided by account #3150 – Property Fund/Replacements. W. Steinman seconded. There was no discussion and a vote was taken. All present were in favor. Motion carried.

There is a need to replace the thirteen (13) Star Electric Vehicle fleet that the House Maintenance Technicians use to service the 2,692 LVW homes. These vehicles were purchased in 2012 and were given a seven-year replacement life. They are now in their tenth year of operation and are fully funded. These vehicles were purchased from a wholesaler who has discontinued parts and service for these carts. Parts are getting extremely costly and difficult to obtain. The frames and bodies are rapidly deteriorating and the batteries need to be replaced every two years at a cost of \$1,400.00 per cart. It is no longer cost effective to continue putting funds into these deteriorating carts. Management would like to replace six of the carts this year and seven the following year. Management has researched many different types of electric vehicles. They have concluded that the Club Car, which has been in business for over sixty years and is manufactured in the U.S.A, would be more reliable for parts and service than purchasing vehicles again from an overseas manufacturer.

Vendor	Description	Total Cost
Vic Gerard Golf Cars	Six 2023 Club Car Carryall 700 Carts	\$166,808.42
Peebles Golf Cars	Six 2023 Club Car Carryall 700 Carts	\$172,457.76
Coastal Carts, LLC	Six S-2DBH Electric Vehicles	\$124,745.40

Management is recommending purchasing six 2023 Club Cart Carryall 700 carts from Vic Gerard Golf Cars for a total cost of \$166,808.42. The funds to meet this expense will be provided by account #3150 – Property Fund/Replacements. There were questions and comments from residents. The Board will vote on this at the next open Board meeting on January 4, 2023.

The Board has requested that Management seek Professional Services for the Bocce Court roof concept and design. These services consist of Engineering and Architectural services. Management met with FWH Associates PA and have discussed LVW’s design wishes to see if it is feasible to utilize, the existing Bocce shade structure as a foundation for the possibility of installing a roof structure over the courts. If feasible, Management would ask FWH Associates PA to move forward with preparing the design

and specifications for the structure. These services are required before Management can send out a request for proposal (RFP) for the structure's construction and its cost. Management is recommending to contract with FWH Associates PA for the concept and design of the Bocce Court structure at a cost not to exceed \$6,000.00. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. The Board will vote on this at the next open Board meeting on January 4, 2023. Management is also working on the costs to replace the courts.

During the presentation of the 2021 Budget, Management presented the concept of the Cedar Shake Project. The Board approved the concept and agreed to begin the funding for the project. At this point, Management is asking the Board to authorize the release of the funds for year three for a cost not to exceed \$100,000.00. The funds to meet this expense will be provided by account #3292 – Capital Replacement/ER-Cedar Shakes. The Board will vote on this at the next open Board meeting on January 4, 2023.

J. Snyder announced that the Board approved a Guard Attendant at Route 37 from 9:00 AM to 5:00 PM on Christmas Day.

It has been requested that residents do not place lawn ornaments on the common area. Management would like to thank those Residents who complied with moving their lawn ornaments in the common area to the five-foot area when asked.

UNFINISHED BUSINESS:

1. The Encore Pool is the original pool. It is over 40 years old and in need of repair. Over time the plumbing system of the pool has become deteriorated. The entire pool is overdue for renovation. Many cosmetic issues will require attention or replacement. Management went out to bid and received the following quotes;

Contractor	Proposed	Price
Millennial Pools	Renovate pool as per RFP	\$182,500.00
Blue Dream Pools	Renovate pool as per RFP	\$184,000.00
American Pools	Renovate pool as per RFP	\$428,856.00
Fortunato Pools	Declined to bid	N/A
Best Pools	Did not return bid	N/A

Management is recommending to contract with Millennial Pools to renovate the Encore Pool for \$182,500.00. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. Upon recommendation from Management, *F. Weinstein moved to contract with Millennial Pools to renovate the Encore Pool for \$182,500.00. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. J. Carmody seconded. There were questions and comments from residents. A vote was taken and all present were in favor. Motion carried.* Management is also looking into prices to purchase and install a lift at the Encore Pool.

NEW BUSINESS:

1. The Board has approved to raise the violation fee for "Pets". There will be a fine of \$250.00 assessed for each violation. The Board will vote at the next open Board meeting on the Pet Policy to revise the rule regarding retractable leashes.

The next open Board meeting will be held on Wednesday, January 4, 2023 at 1:00 PM in the auditorium at Willow Hall. The Audit meeting will be held on Wednesday, January 25, 2023 at 1:00 PM in the Auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 3:30 PM.

Samantha Bowker
Administrative Assistant

Tom Hardman
Board Secretary

Approved: PENDING

DRAFT

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of trustees
From: Jim Snyder
Date: October 12, 2022. (Revised)
Re: Gatehouse Generators

We have been asked to investigate the costs associated with installing a backup generator at the Rt. 70 Gate House. We have contacted several area generator contractors and have received four quotes back. Listed below are the quotes received.

Contractor	Make	Location	Size	Fuel	Gas Hook up	Cost
Curry Electric	Generac	Rt 70	14 KW	Nat. Gas	Included	\$10,801.11
Central Jersey	Kohler	Rt 70	14 KW	Nat. Gas	Included	\$10,875.75
Aggressive Power	Generac	Rt 70	14 KW	Nat. Gas	Included	\$12,261.87
KSD Electrical	Generac	Rt 70	14 KW	Nat. Gas	Not Included	\$11,728.75

If the Board wishes to move forward with the project, it would be our recommendation to contract with Curry Electric for the purchase and installation of a 14KW generator and gas hook-up to be installed at the Rt. 70 gatehouse costs \$10,801.11, along with required Manchester Township permits for \$1,200.00 for a total project cost of \$12,001.11. This expense will be charged to GL # 3230 Capital Replacement Common Buildings.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Gene Caravella

Date: December 05, 2022

Re: House Maintenance Golf Cart Replacements

We need to replace our thirteen (13) Star Electric Vehicle fleet that the House Maintenance Technicians use to service our 2,692 homes. These Vehicles were purchased in 2012 and were given a seven-year replacement life. They are now in their tenth year of operation and are fully funded.

These vehicles were purchased from a wholesaler who has discontinued parts and service for these carts. Parts are getting extremely costly and difficult to obtain, and we have been forced to use aftermarket parts from different manufacturers to keep them in operation. The frames and bodies are rapidly deteriorating. Batteries need to be replaced every two years at a cost of \$1,400.00 per cart. It is no longer cost-effective to continue putting funds into these deteriorating carts.

We would like to replace six of the carts this year and seven the following year. We have researched many different types of electric vehicles. We have concluded that the Club Car, which has been in business for over sixty years and is manufactured in the U.S.A, would be more reliable for parts and service than purchasing vehicles again from an overseas manufacturer.

Vendor	Description	Total
Vic Gerard Golf Cars	Six 2023 Club Car Carryall 700 carts	\$166,808.42
Peebles Golf cars	Six 2023 Club Car Carryall 700 carts	\$172,457.76
Coastal Carts L.L.C	Six S-2DBh Electric Vehicles	\$124,745.40

We recommend purchasing Six 2023 Club Car Carryall 700 carts from Vic Gerard Golf Cars for a total cost of \$166,808.42. This expense will be charged to GL # 3150 Equipment Replacement.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

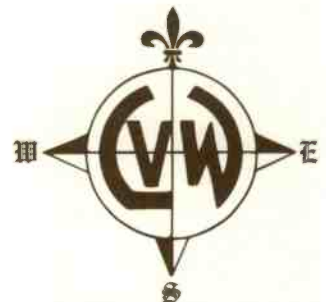
From: Jim Snyder

Date: December 6, 2022

Re: Bocce Court Design, Engineering, and Architectural Services.

The Board has requested that we seek Professional Services for the Bocce Court roof concept and design. These services consist of Engineering and Architectural services. We have met with FWH Associates PA and have discussed our design wishes to see if it is feasible to utilize the existing Bocce shade structure as a foundation for the possibility of installing a roof structure over the courts. If feasible, we would ask FWH to move forward with preparing the design and specifications for the structure. These services are required before we can send out a request for proposal (RFP) for the structure's construction and its cost.

It is our recommendation to contract with FWH Associates PA for the above service at a retainer cost not to exceed \$6,000.00. If it is feasible, then Engineering and Architectural plans and services will follow. If approved, the professional services for a feasibility study will be charged to GL 3230 Capital Replacement Fund/Common Buildings.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

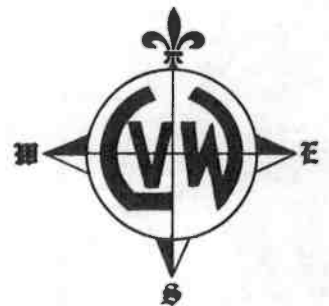
Date: December 6, 2022

Re: Cedar Shake Project

During the presentation of the 2021 Budget, we presented the concept of the Cedar Shake Project. The Board approved the concept and agreed to begin the funding for the project. At this point, we are asking the Board to authorize the release of the funds needed to begin the 3rd year of the project.

Year 2: \$100,000.

We are asking the Board to approve the release of the funds for year three. This expense is not to exceed \$100,000.00 The expense will be charged to GL # 3292 Capital Replacement ER Cedar Shakes.



Pets, Service Animals and Assistance Animal Policy

For the purpose of this policy: Definitions;

- **Service Animals:** are defined as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. A service animal is NOT a pet. Other species of animals, whether wild or domestic, ~~trained~~trained, or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability.
- **Assistance Animals:** are defined as animals that do work, perform tasks, provide assistance, or provide emotional support for a person with a physical or mental impairment that substantially limits at least one major life activity or bodily function. An Assistance animal is NOT a pet. Animals that are "assistance animals" providing a non-service-related medical benefit to a resident and "service animals" incorporated under the "Fair Housing Act" (FHAct) as "assistance animals" shall be permitted within the Community upon the following conditions. The resident seeking to maintain the assistance animal shall submit an application to the Association's Community Manager along with documentation from a health care professional that confirms my disability, describes the requested accommodation, and shows the relationship between the disability and the need for the accommodation.

Included with the application, the resident must provide the following documentation that;

- (A) Verification that the resident meets the Fair Housing Act's definition of disability.
 - (B) Describes the needed accommodation.
 - (C) Shows the relationship between the resident's disability and the need for the requested accommodations.
- **Pets:** are defined as a domesticated animal, such as a dog, cat, bird, rodent (including a rabbit), fish, or turtle, that is traditionally kept in the home for pleasure rather than for commercial purposes. Common household pet does not include reptiles (except turtles).

Service and or Assistance animals only:

1. All Service and Assistance animals must be registered with the Association before admittance to community buildings or pet restricted common elements.
2. Upon the death or removal of a Service or Assistance animal, the reasonable accommodation request for the animal shall be deemed canceled and/or withdrawn. Prior to obtaining a new service or assistance animal, the resident must re-apply pursuant to the procedures outlined above.
3. The unit owner or resident must notify the Association in writing if the Service or Assistance animal is no longer required or if it is no longer in residence. The unit owner or resident must file a new reasonable accommodation request to replace a Service or Assistance animal.
4. The Association may place other reasonable conditions or restrictions on Service or Assistance animals depending on the nature and characteristics of the animal.

Pets, Service animals and Assistance animals:

5. Every animal whether it is a Service animal, Assistance animal or a pet brought within the Association must be licensed by the Manchester municipality, and every animal must ~~wear a collar at all times~~always wear a collar that displays a tag containing the animal's license information.
6. In accordance with local ordinances and regulations, the animal must be immunized against diseases common to that type of animal. Dogs and cats must have current vaccination against rabies. Unit owners or residents shall produce documentation and provide a copy to the Association on an annual basis.
7. Just as all unit owners are responsible for any damage, they, their tenants, or guests cause to the common elements or to other units, unit owners shall also be responsible for any damage caused by any animal being kept within their unit or on the common property, regardless of whether the animal is theirs, their tenant's or otherwise. Any damage caused to the common elements by any animal will be the responsibility of the unit owner of the unit in which the animal resides. The Association may choose to repair the damage and charge the responsible unit owner for the costs incurred in repairing the damage. If payment is not received, any amounts due and owing will be collected in the same manner provided in the Master Deed and Bylaws for the collection of delinquent assessments.
8. A maximum of two pets; no farm or exotic pets may be kept and maintained in a unit, provided such pets, are not kept or maintained for commercial purposes.
9. Animal owners must ~~maintain full control of the animal at all times~~always maintain full control of the animal. The animal must be ~~leashed at all times~~always be leashed while outside of the unit unless the person's disability and the nature of the animal's service does not allow the animal to be leashed. Leashes used to control an animal on the Association's common elements ~~must be fixed and~~ must not be longer than 6 feet ~~(and may not be retractable)~~. If a person cannot control the leashed animal, that person shall not take the animal outside the unit.
10. All animals are not allowed to jump on, bite, or in any way harm or behave aggressively toward any person or any other animal. The Association may require muzzling of the animal or other means to ensure compliance, including removal of the animal.
11. If fleas, ticks, or other pests are detected, the infected unit and common elements will be treated using approved fumigation methods by a licensed pest control service. The unit owner will be billed for the expense of any pest treatment above and beyond standard pest management of the Association. Further, the unit owner will be financially responsible for any costs incurred by any other residents displaced by the clean-up or remediation of any pest infestation, including temporary lodging costs.
12. All feces must be removed and properly disposed of immediately. Owners are responsible for removing their pet's wastes from the common elements and units and are to place the wastes in their own garbage receptacle, not in any public receptacle or storm drain. Droppings must be picked up immediately and put into the owners' own receptacle containers abiding by Manchester Township Ordinance #93-183 - any resident who does not immediately remove all droppings deposited by his dog will face a fine of as much as \$500 and up to 90 days in jail.
13. When outside of the unit, including the patio area, an animal must be carried or be on a leash not to exceed six feet and attended by a responsible person unless the person's disability and the nature of the animal's service does not allow the animal to be leashed.
14. No animal may be leashed to any stationary object on the common or limited common areas.

15. Pets must be walked in the streets (at the curb) and in such open or wooded areas not used for recreational purposes or parking facilities, or in common areas.
16. No pets shall be permitted to bark, howl, or make other loud noises for such an unreasonable time as disturbs neighbors' rest or peaceful enjoyment of their unit or the common elements.
17. Any violation of this Resolution, the Master Deed, or Bylaws shall result in legal action being taken to enforce these governing documents, including the levying of fines or a review/revocation of the grant of the reasonable accommodation request. The costs of any such action shall be billed back to the unit owner's account.
18. This Resolution is subject to the Association's existing Alternative Dispute Resolution policy.

- **Notice: Feeding of waterfowl is absolutely forbidden per the Manchester Township ordinance. Feeding other wildlife is strongly discouraged.**

Leisure Village West

Application for public accommodation of a
Service Animal or Assistance Animal (ESA).

Name _____ Phone # _____

Address _____ Email _____

Under the Americans with Disabilities Act (ADA), Fair Housing Act (FHA) and N.J. State law, I request the right to use my Service / Assistance animal in areas and amenities that are open to the population within Leisure Village West.

Assistance Animals. are defined as animals that do work, perform tasks, provide assistance, or provide emotional support for a person with a physical or mental impairment that substantially limits at least one major life activity or bodily function. An Assistance animal is NOT a pet.

Service Animals: are defined as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. A service animal is NOT a pet.

I am a person with a disability who uses a dog as a Service Animal

For Service Animals, stop here and sign and date below:

Assistance animals:

Yes I have provided the documentation that supports that my animal does work, performs tasks, provides assistance, and/or provides therapeutic emotional support with respect to my disability from a health care professional that confirms my disability, describes the requested accommodation, and shows the relationship between the disability and the need for the accommodation.

Yes No Is the animal commonly kept in households? i.e., a dog, cat, small bird, rabbit, hamster, gerbil, other rodent, fish, turtle, or other small, domesticated animal that is traditionally kept in the home for pleasure. I have read the Pet Policy and will adhere to its regulations.

Signature _____ Date _____

For the Association _____

Approved: PENDING

DRAFT