

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, NOVEMBER 6, 2024 at 7:00 PM WILLOW HALL

Board Meetings are essential to running an Association, so keeping them as efficient and productive as possible is vital! The rules of Public Comment and Participation in the open portion of the Board meeting are as follows: Residents will be allowed a three-minute comment or question related to the topic on the agenda when it is being discussed or presented by the Board of Trustees. Everyone is to stay civil and use respectful language while avoiding personal attacks. There will be a maximum of two times at the podium.

- PLEDGE OF ALLEGIANCE
- CALL TO ORDER
- ROLL CALL

APPEARANCES: Daniel Keane and Ashley Janson from Allied Universal

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the October 1, 2024 minutes.
3. Motion to approve releasing the funds for year five (5) of the Cedar Shake Replacement Project for FYE 9/30/25, not exceeding \$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 8/31/24 is \$167,921.63.
4. Motion to approve releasing the funds for the PVC Project for the FYE 9/30/25 for \$476,000.00. The funds to meet this expense will be provided by account #3291 - Capital Replacement/ER PVC Trim. The unaudited balance for this account as of 8/31/24 is \$125,619.78.
5. Motion to approve the replacement of 26 skylights for \$25,610.00. The funds to meet this expense will be provided by account #3270 - Capital Replacement/Roofs. The unaudited balance for this account as of 8/31/24 is \$412,991.21.
6. Motion to approve the revisions to Policy, "Concerning Non-Partisan Political Activities in LVW."
7. Motion to approve the revisions to Policy, "Resolution Relating to Fliers in Common Areas," as amended.
8. Motion to approve renewing the lease agreement for the Village West Hair Salon through December 31, 2029.

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS

- Architectural Committee (Barbara Owens)
- Community Services Committee (Michael Morizio)
- Finance Committee (Chuck Corvo)
- Administration Committee (Mary Rose McCarthy)

II. RECREATION REPORT (Mary Lighthipe)

III. COMMUNITY MANAGER'S REPORT (Jim Snyder)

IV. BOARD OF TRUSTEE'S REPORT (Ivan Gilbert)

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, NOVEMBER 6, 2024 at 7:00 PM WILLOW HALL

UNFINISHED BUSINESS

NEW BUSINESS

1. Revisions to Policy "Concerning Partisan Political Activities within Leisure Village West"
2. Revisions to Architectural Specification 3_2 "Replace Garage Doors"
3. New Architectural Specification 6_9 "A/C Condensing Units and Heat Pump Screens"
4. Revisions to Architectural Specification 2_2 "Installation of Vinyl Replacement Windows"
5. Revisions to Architectural Specification 2_9 "Installation of New Construction Windows"
6. Solar Data Report for FYE 9/30/2024

The next open Board meeting will be held on Wednesday, December 4, 2024, at 1:00 PM in the auditorium at Willow Hall.

• **ADJOURN OPEN MEETING**

RESIDENT COMMENTS/QUESTIONS PERIOD:

- ★ Rules of Public Comment and Participation in the Open Forum are as follows;
 - In general, residents' questions and comments should be addressed to the interest of all residents. To resolve personal or maintenance issues, contact the Department Manager and, if necessary, the Community Manager.
 - The Open Forum is not a debating time or a time to cross-examine our neighbors serving as Trustees.
 - This is an opportunity for residents to be heard, but everyone must stay civil and use respectful language while avoiding personal attacks.
 - The Open Forum will be limited to one hour but may end sooner if only a few residents address the Board.
 - Residents may make a comment or ask a question and will be allowed three minutes to do so. If necessary, the Board of Trustees will make a two-minute comment or answer, and the resident will be allowed a one-minute follow-up question.
 - Maximum two times at the podium.
 - If a resident cannot ask a question or comment, the Board may be emailed at bot@lvwa.net. Emails will be reviewed at a Board of Trustee workshop meeting. Statements and opinions of village-wide significance will periodically be addressed at an Open Board of Trustee Meeting or in the Manager's Corner of the LVW News Magazine.

Board President Ivan Gilbert called the meeting to order at 1:00 PM with the Pledge of Allegiance.

PRESENT: Trustees: President – Ivan Gilbert, Vice President – Al DAmato, Treasurer – Louis Maiocco, Secretary – Joyce Carmody, Trustee – Steven Leslierandal, Trustee – Fay Weinstein, and Trustee – Wayne Steinman.

Management Staff: Community Manager – Jim Snyder and Accounting Administrator – Michelle Lampard.

Election of Officers:

Assistant Secretary – Fay Weinstein
Assistant Treasurer – Steven Leslierandal

ITEMS VOTED ON: *(continued in Community Manager's Report)*

J. Carmody moved to waive the reading of the minutes, and W. Steinman seconded. A vote was called, and all were in favor. The motion carried.

J. Carmody moved to approve the September 4, 2024 minutes. I. Gilbert seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

W. Steinman moved to approve the August 30, 2024, Annual Meeting of the Members minutes. A. Damato seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

S. Leslierandal moved to contract with Gas Tech Services for \$3,731.88 and Manchester Township permits for \$300.00 to convert the Willow Hall wood-burning fireplace to a gas-fired fireplace for \$4,031.88. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. W. Steinman seconded. A vote was called.

J. Carmody – No
L. Maiocco – Yes
A. DAmato – Yes
F. Weinstein – Yes
S. Leslierandal – Yes
W. Steinman – Yes
I. Gilbert – Yes

Motion carried.

L. Maiocco moved to renew the contract with Senior Publications from December 1, 2024, to November 30, 2029. S. Leslierandal seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

A.DAmato moved to approve the purchase of the Merlin Smartmesh Safety Cover for the Encore pool from Baystate Pools for a cost of \$13,127.67 and the Merlin Smartmesh Safety Cover for the Encore spa from Baystate Pools for a cost of \$1,674.09, for a total cost of \$14,801.76. The funds to meet this expense will be provided by account #3150 – Property Fund. W. Steinman seconded. There was no discussion, and a vote was called. All were in favor. Motion carried.

PRESENTATION OF REPORTS:

COMMITTEE REPORTS:

- Mary Lou Doner, Election Chairperson, reported a challenge to the 2024 LVW Trustee Election.
- Barbara Owens, Chairperson, gave a report for the Architectural Committee.
- There was no report for the Community Services Committee.
- Chuck Corvo, Chairperson, gave a report for the Finance Committee.
- There was no report for the Administration Committee.

M. Lighthipe gave a report for the Recreation Department.

COMMUNITY MANAGER'S REPORT: (J. Snyder)

- **Mulch Law:** A New Jersey State law concerning using certain landscaping materials around homes and buildings will affect Leisure Village West. N.J.A.C.5:70-3,305.6 Landscape Materials prohibits combustible landscape materials, such as wood-based mulch products, within 18 inches of a building. Residents must speak with their landscaper before a five-foot area cleanup to ensure compliance. The law will go into effect in April 2025.
- **Manchester Township Tree Ordinance #24-17,** proposed on September 9, 2024, establishes tree preservation, removal, and replacement requirements. Leisure Village West Association will send a letter to the mayor expressing opposition to this new Ordinance due to the hardship it will place on the village.
- The new Radar Speed Signs have been placed in the Village, and residents are reminded to slow down and adhere to the 25 MPH speed limit.
- There were 15,295 swipes at the pool entrances for the 2024 pool season: 9,323 at Club Encore pool, 5,972 at the Willow pool, and 84 at the spa – after the season.
- **H. Height, Facilities Manager,** stated that there are currently six solar systems on the Community Buildings, Maintenance Buildings, and the Association Building. They are of various ages and conditions, with the Maintenance Buildings being the oldest. The Southern Maintenance Building had the inverters and some wiring replaced several years ago by Kopp Electric, our trusted installed and solar maintenance company. The Maintenance Northern Building has reduced production and requires repairs and maintenance. Since all the systems are of various ages and conditions, Management decided it would be best to have a complete inspection of all systems to aid with future planning and decision-making. Management contacted several solar companies to see what they could offer and charge for a full inspection of all the systems. The following quotes were received (quotes include labor only)

Equipment/Vendor	Brand/Model	Price
Kopp Electric	Inspect all systems @ \$95.00 per person-hour	\$95.00 per hour
NJ Solar	Inspect all systems @ \$190.00 per hour plus \$550 travel	\$190.00 per hour
EZ Energy	wanted an annual service contract	\$3,000
Advanced Solar	wanted to view the lease contracts before bidding	did not quote

With many variables in choosing a trusted provider, Management decided to have Kopp Electric perform a complete inspection of the systems. The findings are as follows;

- Willow Hall – no maintenance required/continue monitoring for optimal performance
- Leisure Fair – no maintenance required/continue monitoring for optimal performance
- Association Building – previous repairs done by Kopp Electric (replace faulty inverter)
Recommend actions – relocated DC wires off the roof and encased exposed wire in protective looms completed on this inspection. No further maintenance is required, so continue monitoring for optimal performance.

- Encore Building – contact Solar Edge Support and replace 12 defective optimizers (still under warranty). Re-torque all electrical connections to manufacturer specs and update all software.
- Maintenance Southern Building – test all systems, re-torque all electrical connections, and update all software.
- Maintenance Northern Building—Five out of seven inverters are non-functional, and numerous broken modules exist. The recommended action is the same as what was done on the Maintenance Southern Building: replace three new inverters, rewire solar arrays to new DC inverters, replace broken modules, and install new roof boxes and conduits.

Management recommends contracting with Kopp Electric to repair the Encore Building and the North and South Maintenance Buildings for \$34,621.14 and monitoring all buildings for optimal performance. The funds to meet this expense will be charged to account #3230 – Capital Replacement/Common Buildings. Upon recommendation from Management, *F. Weinstein moved to contract with Kopp Electric to make the necessary repairs to the Encore Building and the North and South Maintenance Buildings for \$34,621.14 and continue monitoring all buildings for optimal performance. The funds to meet this expense will be charged to account #3230 – Capital Replacement/Common Buildings. L. Maiocco seconded. There was a question and comment from the audience. A vote was called, and all were in favor. Motion carried.*

- In 2021, the concept of the Cedar Shake Replacement Project was presented, and the Board approved the idea and agreed to begin funding the project. One hundred sixty units were completed out of the 485 units in the project. At this point, management is asking the board to authorize the release of the funds needed to fund the project's fifth year at a cost not exceeding \$100,000.00. Account #3292 – Capital Replacement/ER - Cedar Shakes will provide the funds to meet this expense. The Board will vote on this at the next open Board meeting on November 6, 2024.
- The Association is entering the eighth year of the PVC project and requires Board approval to release the funds for these expenditures for FYE 9/30/25. Of the 710 total units to be completed, 337 are complete. Management continues to target 50 completed units per year at an estimated cost of \$9,000 per unit, for a total of \$450,000. Management is also seeking Board approval for \$26,000 for PVC repairs to be completed ahead of the PVC project, for a total cost of \$476,000. Account #3291 – Capital Replacement/ER-PVC Trim will provide the funds to meet this expense. The Board will vote on this at the next open Board meeting on November 6, 2024.
- The approved skylight replacements are replaced on an as-needed basis. This year, the Association replaced 26 skylights for \$25,610.00. These skylights now require Board funding approval. Account #3270 – Capital Replacements/Roofs will provide the funds to meet this expense. The Board will vote on this at the next open Board meeting on November 6, 2024.
- As the Board is aware, Manchester Township has stopped LVW and its residents from expanding their decks and patios, halting the addition of new patios without first receiving Manchester Township Zoning and Planning Board approval. This would require hiring a Land-use Attorney and an Engineer to rewrite LVW's site plan – the estimated costs are based on a similar study and presentation in Jackson Township. The estimated legal fees are \$18,600.00, and the estimated engineering fees are \$44,000.00, totaling \$62,600.00. The Board currently does not wish to move forward.
- Speeding continues to be a concern in the community. Again, all residents and guests must observe the 25 MPH speed limit.
- Residents are reminded that pets must be curbed and, when outside the unit, must be leashed.

BOARD OF TRUSTEE'S REPORT: (I. Gilbert)

- The next coffee with the Board will be held on Saturday, October 5, 2024, and members of the Finance Committee will attend.
- A list that includes a disclaimer regarding the schedule for replacement of roofs will be available online in the resident portal.
- The Board thanked the Bocce Club for donating two TVs for the Encore patio.
- The Board would like to develop an Ad-Hoc Committee to review the Bylaws rule for "Fines." Anyone interested in joining may submit their resume to association@lvwa.net.

THERE WAS NO UNFINISHED BUSINESS.

NEW BUSINESS:

1. The Policy "Concerning Non-Partisan Political Activities in LVW" revisions were presented as attached to the agenda. The Board will vote on this at the next open Board meeting on November 6, 2024.
2. The Policy "Resolution Relating to Fliers in Common Areas" revisions were presented as attached to the agenda. The Board will vote on this at the next open Board meeting on November 6, 2024.

The next open Board meeting will be held on Wednesday, November 6, 2024, at 7:00 PM in the auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 1:55 PM.

Samantha Bowker
Administrative Assistant

Joy Carmody
Board Secretary

Approved: PENDING

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

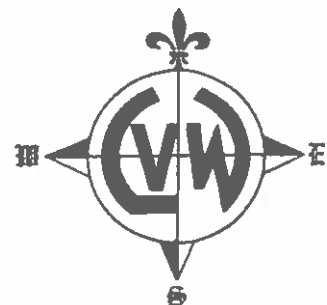
Interoffice Memorandum

To: Board of Trustees
From: Victor Demeski
Date: October 1, 2024
Re: Cedar Shake Project

In 2021, the concept of the Cedar Shake Replacement Project was presented, and the Board approved the concept and agreed to begin funding the project. At this point, we are asking the board to authorize the release of the funds needed to fund the project's fifth year.

Completed to date: 160 of 485 units.

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



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

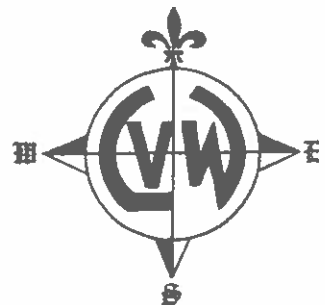
Interoffice Memorandum

To: Board of Trustees
From: Victor Demeski
Date: October 1, 2024
Re: PVC Project

We are entering the 8th year of the PVC project and require board approval to release the funds for these expenditures for the FYE 9/30/25. To date, of the 710 total units to be completed, 337 are complete.

We continue to target 50 completed units per year at an estimated cost of \$9,000 per unit, for a total of \$450,000. We also require board approval in the amount of \$26,000 for PVC repairs to be completed ahead of the PVC project.

We are requesting board approval for the PVC project for the FYE 9/30/25 in the amount of \$476,000. This expense will be charged to G/L Acct 3291 – Cap. Repl. – ER – PVC Trim.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

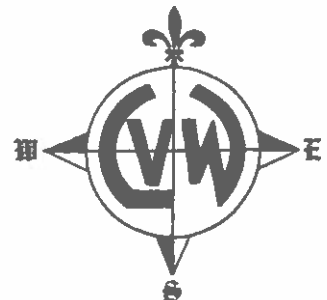
From: Victor Demeski

Date: October 1, 2024

Re: 2024 Skylights Replacement

The approved Skylight replacements are replaced on a as need basis. This year we replaced 26 skylights for a cost of \$25,610.00. These skylights now require Board of Trustee funding approval.

The expense for 26 skylight replacement is \$25,610.00. Will be charges to GL# 3270 Capital Replacement-Roofs.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

POLICY CONCERNING NON-PARTISAN POLITICAL ACTIVITIES WITHIN COMMON FACILITIES IN LEISURE VILLAGE WEST

WHEREAS, Leisure Village West is a private gated residential 55+ community, wherein access is not available to the general public; and,

WHEREAS, the need exists to encourage and facilitate non-partisan political activities for the general welfare; and,

WHEREAS, the Board of Trustees deems that the security and tranquility of the Community is enhanced by the establishment and enforcement of rules and regulations designed to recognize and address such activities within the Village;
and,

WHEREAS, the Trustees of Leisure Village West Association have the obligation to establish policy and appropriate rules and regulations,
IT IS NOW. THEREFORE, this ___ day of _____ declared to be the policy of Leisure Village West that:

1. Non-partisan political activities that may take place within common facilities in Leisure Village West are limited to:
 - (a) One-day voter registration drives
 - (b) Transportation of voters to polls during early election periods or on election days as permitted by the state of New Jersey
 - (c) One-day collection of signatures for petitions and individual correspondence to various levels of government
2. The activities (a) through (c) listed in section 1 (above) may be conducted in common facilities by owners, associate members (see Article 1. Section 3 By-laws), or Trustee-authorized organizations within the Community who have obtained written approval from the Community Manager
3. Presentations by Government officials to present information about legislation, taxes, environmental concerns, or other items that may impact the quality of life in Leisure Village West are also considered non-partisan activities that may take place in common facilities in Leisure Village West.



- a. Presenters must hold elective or non-elective governmental office and shall not be announced candidates for election or re-election.
 - b. Such presentations shall be hosted by the Association or trustee-authorized clubs and groups by their by-laws and when the Board of Trustees considers the material to be of concern and interest to a significant number of the community. The Board of Trustees must authorize such presentations, and the decision is considered final.
 - c. Publicizing a Nonpartisan Political event through official LVW media is subject to the approval of the Board of Trustees.
4. Nothing in this Policy is to be construed as restricting or inhibiting any of the rights of owners and associate members.

Board Approved: PENDING

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

RESOLUTION RELATING TO FLIERS IN COMMON AREAS

WHEREAS, the Leisure Village West Association, Inc. (the Association") was formed by filing a certain Certificate of Incorporation on May 31, 1972, with the Secretary of State of the State of New Jersey, having its offices at 959 Buckingham Drive, Manchester, New Jersey 08759; and.

WHEREAS, the Association exists, and it operated according to a certain amended and consolidated Master Deed recorded on July 30, 2014, in the Ocean County Clerk's Office in Deed Book 15860, Page 1840 et seq.; and

WHEREAS, the Bylaws, Article VI, Section 1, provides, "The Board of Trustees shall have and exercise all lawful powers and duties necessary for the proper conduct and administration of the affairs of the Association and the operation and maintenance of Leisure Village West and may do or cause to be done all such other lawful acts and things as are not by law, by these Bylaws or otherwise, directed or required to be done or exercised by members of the Association or owners of units, or by others;" and

WHEREAS, the Bylaws, Article VI, Section 1(n), the Board of Trustees. (the "Board") has the power to "make, and enforce compliance with, such reasonable rules and regulations relative to the operation, use, and occupancy of the units, common elements, and Association facilities, and to amend the same from time to time as when approved by appropriate resolutions which shall be binding on the owners and occupants of units, their successors in title and assigns. A copy of such rules and regulations and copies of any amendments thereof shall be delivered or mailed to each owner of a unit promptly upon the adoption thereof, and

WHEREAS, By-Laws, Article VI, Section 1(o), states that the Association shall maintain property insurance; and

WHEREAS, the Board has determined that it is in the best interest of the Association that the following rules relative to fliers and/or leaflets to be distributed in common areas be adopted and enforced;

NOW, THEREFORE, BE IT RESOLVED THAT:

~~1) RULES RELATED TO FLIERS, PAMPHLETS, AND OTHER WRITTEN MATERIALS (COLLECTIVELY REFERRED TO AS "FLIERS") LEFT IN COMMON AREAS~~

a1) Fliers shall only be displayed by the Association and its clubs, divisions, and committees at the discretion of the Board.



~~2b)~~ All Fliers must be submitted to management the Recreation Director before being displayed. This is to determine when the Fliers are initially displayed and ensure that the Fliers meet the standards for display outlined below. Any Fliers placed on ~~the table display or elsewhere~~ in the Association Recreation Buildings without being submitted to management may be removed without further notice.

3) Fliers for Board of Trustees elections are exempt from this policy. Their placement is regulated by the Election Committee.

~~e4) Fliers shall be approved for display on the table unless: containing profanity, pornographic images, speech that tends or incite violence or another breach of the peace, or false statements of fact that the Association is aware are false WILL NOT BE APPROVED.~~

~~i) The Flier contains profanity;~~

~~ii) The Flier contains pornographic images;~~

~~iii) The Flier contains speech that tends to incite violence or another breach of the peace or~~

~~iv) The Flier contains patently false statements of fact that the Association is aware are false.~~

~~e5) The Association takes no responsibility for the content of Fliers. The Association does not endorse anything displayed on Fliers unless expressly stated on the Flier.~~

~~2) GENERAL~~

~~i) 6) Notwithstanding any provision herein, the Association may exercise all rights and remedies available at law, in equity, and under its Master Deed and By-Laws.~~

~~b7) Should any provision herein be invalid, the remaining provisions herein shall remain in full force and effect.~~

~~e8) Any provision contained within any previously adopted resolution of the Association that conflicts with any provisions set forth herein shall be deemed void, and the provision contained herein shall govern~~

Board Approved: December 7, 2016

Amended: PENDING

~~a. In the interest of the general welfare and voter education, the Association may sponsor and host a forum or presentation. In such event, the decision of the Trustees is considered final.~~

~~b. Any Trustee authorized club or group may, within the guidelines established by its individual by-laws and this Policy, may sponsor or host a forum or presentation.~~

c. Whether Trustee—hosted or club/group hosted, invitations to participate must be tendered, in writing, to proponents of each side of the issue. ~~In the case of opposing candidates, invitations must be tendered, in writing, or~~ to each candidate, with copies to the Board of Trustees.

d. Invitations to participate ~~will~~ must include ~~alternative schedule~~ dates, the specific format to be used, time involved, limitations, etc. All schedule dates and times must be cleared with the Recreation Department.

~~e. If club/group hosted, the permission of the Trustees will be requested at least three weeks prior to the scheduled event. The request will include all particulars of the event (facilities, subject, participants, etc.). The Trustees will reply within three work days of the request with approval or rejection.~~

f. In the case where one side to the issue or election declines to appear, prior to the actual scheduling and publicizing of the event, the sponsor is responsible for securing another equally qualified representative, or the event will not be authorized.

g. In the case where the parties agree to appear, and the event is scheduled and publicized, and one or more of the representatives withdraws from participation, the event may be conducted as scheduled, at the discretion of the sponsoring organization. The Board of Trustees must be so notified as soon as the change occurs.

~~3. In all of the above cases, the decision as to participation by club/group members or non-member residents (e.g., question and answer period) is at the discretion of the sponsor, and such decision shall be considered final.~~

4. Use of ~~the “Message Generator” (Channel 12 creeper),~~ LVW media KLVW Creeper, Frontsteps and/or the LVWA Village News monthly magazine ~~village Monthly Bulletin~~, for publicizing the event ~~shall be~~ is subject to the approval of the Trustees.

~~5. Use of Chanel 12 facilities for televising the event may be requested of the Trustees and shall be subject to the approval of the Trustees. Event organizers may request that the event be recorded and rebroadcast by KLVW.~~ Such approval may hinge on such factors as other TV scheduling and availability of TV personnel and equipment.

6. Nothing in this policy statement is to be construed as limiting or restricting any of the rights of residents.

Dated: ~~March 28, 1990~~

LEISURE VILLAGE WEST ASSOCIATION

at Manchester Township, New Jersey

POLICY CONCERNING **PARTISAN** POLITICAL ACTIVITIES

WITHIN

LEISURE VILLAGE WEST

WHEREAS, Leisure Village West is a private, gated, residential, 55+ senior community, wherein access to the Community is not available to the general public; and,

~~WHEREAS, the outlook of Leisure Village West is that of a large family that enjoys a maximum of privacy and a minimum of conflict; and,~~

WHEREAS, at the same time, the Trustees recognize that an informed citizenry is an enlightened citizenry, with neither the Village nor its residents existing in a vacuum, isolated from the events or conditions surrounding them; and,

WHEREAS, the security and tranquility of the Community is deemed enhanced by the establishment and enforcement of regulations designed to recognize and address the time, place and manner for the use of the common facilities for political activities within the Village; and,

~~WHEREAS, the Trustees of Leisure Village West Association have the obligation to establish policy and appropriate rules and regulations regarding the use of the common facilities has devolved upon the Trustees of Leisure Village West Association; and,~~

~~WHEREAS, it is the express intention of the Association to protect the Constitutional rights of residents of Leisure Village West to disseminate information about partisan political issues, elections and candidates; foster the widest and most complete dissemination of information impacting on the general welfare and interest of the residents of Leisure Village West; and,~~

WHEREAS, it is the further intention of the Association to establish and maintain a balanced and objective approach to the usage of the common facilities,

IT IS NOW, THEREFORE, this 28th day of March 1990, declared to be the policy of Leisure Village West Association, as to the use of the common facilities, that:

1. The following are considered to be **partisan political activities** that promote the general welfare:

a) Collecting signatures for petitions for candidacy for public office

b) Discussions, debates, or presentations regarding partisan issues, wherein two or more sides to an issue have emerged

c) Presentations by candidates for election or re-election to public office

2. **Collecting signatures for all petitions** can be conducted in common facilities by residents or Trustee-authorized organizations who have obtained written approval from the Association. Such activities can take place for one day.

1. Government officials (not announced candidates for election or re-election), who may hold either elective or non-elective office, may be invited to make presentations at meetings within the Village when the information to be presented concerns legislation, taxes, environmental concerns, or other items which may impact on the quality of life of the residents of Leisure Village West.

a. Such presentations may be hosted by the Association, in those cases where the Board of Trustees considers the material to be presented to be of concern and interest to a significant number of the resident population. In such event, the decision of the Trustees is considered final.

b. Such presentations may be hosted by Trustee-authorized clubs and groups, within the guidelines established by their individual by-laws. At the discretion of the club or group officers and still within the guidelines of their individual by-laws, invitations may be tendered to non-member residents or non-residents. Such decision shall be at the sole discretion of the club or group officers and shall be considered final. HOWEVER, if such invitation is tendered and publicized, it may not subsequently be withdrawn, except by permission of the Board of Trustees.

3. The Association or a Trustee-authorized club or group, within the guidelines established by their bylaws and those of this policy, may sponsor **discussions, forums, debates, and presentations** regarding partisan issues where two or more sides emerge or regarding candidates for public office. **NO FUND RAISING may take place at these events.**

a. If the event is club/group hosted, the permission of the Trustees must be requested at least six weeks prior to the scheduled event. The request must include all particulars of the event (facilities to be used, subject, participants, date and time, etc.) The Trustees will reply within two weeks of the request with approval or rejection.

b. Only Leisure Village West residents are allowed to attend these events. The decision as to the participation by non-club/group members (e.g. during question and answer period) is at the discretion of the sponsor and such decision shall be considered final.

2. Partisan issues, wherein two or more sides to an issue emerge, may be discussed, debated and/or otherwise presented within the Village. This includes elections wherein candidates are running for public office.

a. In the interest of the general welfare and voter education, the Association may sponsor and host a forum or presentation. In such event, the decision of the Trustees is considered final.

b. Any Trustee-authorized club or group may, within the guidelines established by its individual by-laws and this Policy, may sponsor or host a forum or presentation.

c. Whether Trustee—hosted or club/group hosted, invitations to participate must be tendered, in writing, to proponents of each side of the issue. ~~In the case of opposing candidates, invitations must be tendered, in writing, or~~ to each candidate, with copies to the Board of Trustees.

d. Invitations to participate ~~will~~ must include ~~alternative schedule~~ dates, the specific format to be used, time involved, limitations, etc. All schedule dates and times must be cleared with the Recreation Department.

~~e. If club/group hosted, the permission of the Trustees will be requested at least three weeks prior to the scheduled event. The request will include all particulars of the event (facilities, subject, participants, etc.). The Trustees will reply within three work days of the request with approval or rejection.~~

f. In the case where one side to the issue or election declines to appear, prior to the actual scheduling and publicizing of the event, the sponsor is responsible for securing another equally qualified representative, or the event will not be authorized.

g. In the case where the parties agree to appear, and the event is scheduled and publicized, and one or more of the representatives withdraws from participation, the event may be conducted as scheduled, at the discretion of the sponsoring organization. The Board of Trustees must be so notified as soon as the change occurs.

~~3. In all of the above cases, the decision as to participation by club/group members or non-member residents (e.g., question and answer period) is at the discretion of the sponsor, and such decision shall be considered final.~~

4. Use of the “~~Message Generator~~” (Channel 12 creeper), ~~KLVW Creeper~~, ~~Frontsteps~~ and/or the ~~LVWA Village News monthly magazine~~ ~~village Monthly Bulletin~~, for publicizing the event shall be subject to the approval of the Trustees.

~~5. Use of Chanel 12 facilities for televising the event may be requested of the Trustees and shall be subject to the approval of the Trustees. Event organizers may request that the event be recorded and rebroadcast by KLVW.~~ Such approval may hinge on such factors as other TV scheduling and availability of TV personnel and equipment.

6. Nothing in this policy statement is to be construed as limiting or restricting any of the rights of residents.

Dated: ~~March 28, 1990~~

Voted and Accepted: ~~March 28, 1990~~

LEISURE VILLAGE WEST ASSOCIATION

at Manchester Township, New Jersey

POLICY CONCERNING PARTISAN POLITICAL ACTIVITIES

WITHIN

LEISURE VILLAGE WEST

WHEREAS, Leisure Village West is a private, gated, residential, 55+ community, wherein access to the Community is not available to the general public; and,

WHEREAS, at the same time, the Trustees recognize that an informed citizenry is an enlightened citizenry, with neither the Village nor its residents existing in a vacuum, isolated from the events or conditions surrounding them; and,

WHEREAS, the security and tranquility of the Community is deemed enhanced by the establishment and enforcement of regulations designed to recognize and address the time, place and manner for the use of the common facilities for political activities within the Village; and,

WHEREAS, the Trustees of Leisure Village West Association have the obligation to establish policy and appropriate rules and regulations regarding the use of the common facilities ; and,

WHEREAS, it is the express intention of the Association to protect the Constitutional rights of residents of Leisure Village West to disseminate information about partisan political issues, elections and candidates; ; and,

WHEREAS, it is the further intention of the Association to establish and maintain a balanced and objective approach to the usage of the common facilities,

IT IS NOW, THEREFORE, this ____ day of _____, declared to be the policy of Leisure Village West Association, as to the use of the common facilities, that:

1. The following are considered to be **partisan political activities** that promote the general welfare:

- a) Collecting signatures for petitions for candidacy for public office
- b) Discussions, debates, or presentations regarding partisan issues, wherein two or more sides to an issue have emerged
- c) Presentations by candidates for election or re-election to public office

2. **Collecting signatures for all petitions** can be conducted in common facilities by residents or Trustee-authorized organizations who have obtained written approval from the Association. Such activities can take place for no more than seven consecutive days.

SPECIFICATION FOR REPLACEMENT OF GARAGE DOORS
AND
INSTALLING WINDOWS/SCREENS IN GARAGE DOORS

A. MATERIAL - DOORS

Doors shall be fiberglass, steel, or aluminum construction.

B. SIZE

All doors shall be 7 feet x 9 feet solid four panel-four section doors.

C. HARDWARE

All door replacements shall include ~~necessary~~ tracks, locks, springs, and other complete hardware. Safety cables shall be placed through the two springs.

D. ARCHITECTURAL DESIGN - WINDOW/SCREENS



Doors shall use a four-short panel design as illustrated to the left.

Residents may opt to install windows in garage doors, must have windows in the upper panel, and use the decorative design as shown in the illustration using standard four panels. The decorative design can be removed to match the roommate's garage door.

E. COLOR

All newly replaced doors shall be installed with a white low maintenance finish ~~low maintenance finish~~ of white.

***NOTE**

~~With Encore units, upon installation, adjacent unit's garage door will be painted white to match newly installed door. Maintenance must be notified for painting of the garage door.~~

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

Know what's below.
Call before you dig. **811**
1-800-272-1000

SPECIFICATION NO. 6_9
LVW Permit Required
Board Approved: PENDING
Page 1 of 1

SPECIFICATION FOR A/C CONDENSING UNITS and HEAT PUMP ~~SCREENS~~ SCREENS

GENERAL

A Leisure Village West Association permit is required for this installation. The Contractor must furnish the Association with a certificate of insurance before a permit is issued, or work cannot begin. The LVW Association reserves the right to inspect the completed installation.

SPECIFICATIONS

- Must have white vinyl screen with spaces for ventilation at least 12 inches away from the a/c unit or heat pump ~~=~~ solid panels are NOT allowed
- May be one section in front of the unit or two to three for full or partial unit enclosure
- All ~~lattice~~-screen sections must be able to be removed to work on the unit
- All ~~lattice~~-screen sections ~~can~~ must be spiked into the ground as applicable and not attached to the unit.
- ~~Screen~~-Screen sections cannot be ~~no~~ more than four (4) feet high
- See photos of ~~screen~~-screen sections that ~~is~~ are acceptable



It is requested that the unit owner, or subsequent owner, notify the Architectural Committee Volunteer (name and phone number shown on the face of PERMIT) when ~~privacy fence~~screen installation has been completed. ~~The Volunteer reserves the right to view all such fencing installations during work in progress, and upon completion.~~

It is understood that the unit owner, or subsequent owner, is **RESPONSIBLE** for the maintenance, repair, ~~or~~ replacement, or removal of this improvement, and it is **NOT THE RESPONSIBILITY** of Leisure Village West Association.

NOTE: The screen panels must be removed by the resident before Leisure Village West can service the A/C or heat pump units. Leisure Village West is NOT responsible for reinstalling the screen panels.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all the above.

Board Approved: PENDING

SPECIFICATION FOR INSTALLATION OF VINYL REPLACEMENT WINDOWS

GENERAL

Replacements must be double-pane vinyl-glazed windows. All glass, except for bathroom windows, must be clear, green tinted, or blue tinted. If selecting tinted windows, ALL WINDOWS, per unit side, must be uniform in clear or tinted glass.

COLOR, SIZE AND STYLE

The specification is planned to preserve uniformity of color, size, and style for units under one roof and individual models within different sections of the Village. Generally, the replacement must match the replaced windows and maintain the exterior trim color. A relatively few exceptions are permitted, as follows:

Gliding Windows Gliding or sliding windows may be substituted for double-hung windows of the same size.

Kitchen and Bathroom Windows. Where smaller-sized windows are located above sinks and counters, replacements may be installed without grids. Sash windows may be replaced with sliders or casements. Note that the decision to install casement windows overlooking walkways must consider safety considerations.

Brown Windows. Replacements are expensive and of limited availability. Windows may replace Brown windows with white sashes and frames. The capping (or side) panels must match the trim color. All windows on any one side of a unit must be replaced simultaneously, other than the small slider windows in bathrooms. (See photograph of white window frames with brown trim)

Jalousie Windows. Some Original models in Condos 1-22 were built with jalousie windows in the sunrooms. These may be replaced with single—or double-hung sash windows with grids to match the existing units' windows in color and style. Windows may replace Brown windows with white sashes and frames. The capping (or side) panels must match the trim color.

Window Grids. Double-hung windows may be installed with or without grids but must follow these guidelines. All windows, per unit side, must match either with grids or all without.

Garden Windows. These windows were installed in some Encore models. They may be replaced by single—or double-hung sash windows to match the unit's existing windows in color and style.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 2_2

LVW Permit Required

Board Approved: July 2, 2008

Page 2 of 2

DIMENSION & INSTALLATION

The following installation guidelines must be observed:

- 1) All sills and heads are to be level, with jambs plumb and shims used where necessary.
- 2) The squareness of the window unit is to be checked before final anchoring into the wall.
- 3) All voids between jams and framing must be filled with loose insulation.
- 4) A 1/4-inch caulking allowance is to be used between the perimeter of the window unit and the exterior finish. The caulking application is to be neat and clean.
- 5) The window opening must be protected during construction. Exposed wood trim members must also be protected and finished-painted promptly.
- 6) Installation and operation of the window should be checked before application of interior trim.

NOTE: ENCORE MODELS ONLY: Roxy, Savoy, Ritz, Waldorf, Pickford, Victoria

1. All windows MUST be replaced with New Construction Windows.

The unit owner shall notify the Permits & Inspection Division Volunteer (name and phone number shown on the face of PERMIT) when work has been completed.

INSTALLER

Window installation must be done by a registered contractor with the Division of Consumer Affairs. Such a Contractor must furnish the Leisure Village West Association Office with a current certificate of insurance before the unit owner can apply for a permit and before any work can begin.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all the above.

This building improvement Permit will be filed with the Ocean County Clerk's Office.

RESPONSIBILITY FOR THE MAINTENANCE, REPAIR, OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER OR SUBSEQUENT OWNER AND NOT THE LEISURE VILLAGE WEST ASSOCIATION

Board Approved: July 2, 2008
Amended: June 19, 2019
Amended: November 4, 2020
Amended: PENDING

SPECIFICATION FOR INSTALLATION OF NEW CONSTRUCTION WINDOWS

REPLACEMENT WINDOWS FOR ENCORE MODELS

Victoria, Pickford, Waldorf, Ritz, Savoy, Roxy

****All Contractors Must Contact the Maintenance Manager Before Any Product is Ordered.***

General

Replacements must be new construction-style windows with an exterior nailing flange nailed directly to sheathing and sealed with a rubber membrane. All trim is to be removed and then replaced.

Color and Style

The specification is planned to preserve uniformity of color and style for units under one roof and individual models within different sections of the Village. As a rule, new construction must match the replaced windows and maintain the exterior trim color. **All glass, except for bathroom windows, must be clear, green tint, or blue tint. If selecting tinted windows, all windows, per unit side, must be uniform in either clear or tinted glass.**

Window Grids. Double-hung windows may be installed with or without grids but must follow these guidelines. All windows, per unit side, must match either with grids or all without.

Kitchen and Bathroom Windows

Where smaller-sized windows are located above sinks and counters, replacements may be installed without grids. Sash windows may be replaced with sliders or casements. Note that the decision to install casement windows overlooking walkways must consider safety considerations.

Garden Windows

These windows were installed in some Encore models. They may be replaced by new-construction single- or double-hung sash windows with grids that match the unit's existing windows in color and style.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 2 9
LVW Permit Required
Board Approved: March 6, 2013
Page 1 of 2

DIMENSION & INSTALLATION

The following installation guidelines must be observed:

- 1) All sills and heads are to be level, with jambs plumb and shims used where necessary.
- 2) The squareness of the window unit is to be checked before final anchoring into the wall.
- 3) All voids between jams and framing must be filled with loose insulation.
- 4) A 1/4-inch caulking allowance is to be used between the perimeter of the window unit and the exterior finish. The caulking application is to be neat and clean.
- 5) The window opening must be protected during construction. Also, exposed wood trim members must be protected and finished-painted promptly.
- 6) Installation and operation of the window should be checked before application of interior trim.

The unit owner shall notify the Permits & Inspection Division Volunteer (name and phone number shown on the face of PERMIT) when work has been completed.

INSTALLER

Window installation must be done by a registered contractor with the Division of Consumer Affairs. Such a Contractor must furnish the Leisure Village West Association Office with a current certificate of insurance before the unit owner can apply for a permit and before any work can begin.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all the above.

This building improvement Permit will be filed with the Ocean County Clerk's Office.

RESPONSIBILITY FOR THE MAINTENANCE, REPAIR, OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER OR SUBSEQUENT OWNER AND NOT THE LEISURE VILLAGE WEST ASSOCIATION.

Board Approved: March 6, 2013
Amended: April 21, 2021
Amended: PENDING

LEISURE VILLAGE WEST ASSOCIATION
SOLAR DATA - FYE 9/30/24

	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total Inc/(Exp)	Annual Budget Inc/(Exp)	Variance YTD Under/(Over)	Avg 5/TREC Sales - this FY	
WILLOW HALL - Lease dates 2021-2028																	
GL 7020																	
JCP&L Payments	(672.28)	(259.71)	(543.78)	-	-	(4,633.53)	(251.63)	-	(502.56)	(509.89)	(509.89)	(671.89)	(8,555.16)				
Lease Payments	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)	(42,195.36)				
TREC Sales	1,520.00	1,824.00	1,520.00	1,064.00	1,064.00	912.00	456.00	304.00	760.00	1,064.00	1,520.00	1,520.00	13,528.00				
				March billing was delayed by JCP&L - March bill includes 3 months of service													
Subtotal	(2,668.56)	(1,951.99)	(2,540.06)	(2,452.28)	(2,452.28)	(7,237.81)	(3,311.91)	(3,212.28)	(3,258.84)	(2,962.17)	(2,506.17)	(2,668.17)	(37,222.52)	(26,000.00)	(11,222.52)	1,127.33	
ENCORE - Lease dates 2019-2026																	
GL 7030																	
JCP&L Payments	(140.19)	(2,903.88)	(271.50)	(3,656.34)	(2,243.07)	(1,846.96)	(1,197.08)	(232.55)	(1,002.79)	(1,843.70)	(1,807.55)	(2,960.05)	(20,105.66)				
Lease Payments	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)	(36,432.48)				
SREC Sales	3,037.50	2,227.50	3,605.00	987.50	987.50	798.00	1,795.50	2,394.00	2,765.00	2,992.50	3,465.00	3,272.50	27,340.00				
				(rec'd Jan srecs early - in Dec)													
Subtotal	(138.73)	(3,712.42)	297.46	(6,692.38)	(4,291.61)	(4,085.00)	(2,437.62)	(874.59)	(1,273.83)	(1,887.24)	(1,378.59)	(2,723.59)	(29,198.14)	(35,000.00)	5,801.86	2,278.33	
MAINTENANCE - Lease dates 2017-2024																	
GL 7040																	
JCP&L Payments	(545.16)	(562.84)	(757.83)	(1,418.98)	(1,532.40)	(944.12)	(723.06)	(317.38)	(575.85)	(1,269.45)	(453.65)	(833.88)	(9,934.60)				
Lease Payments	(1,872.80)	(1,872.80)	(1,872.80)	(1,872.80)	(1,872.80)	(1,872.80)	(1,872.80)	(1,872.80)	PIF as of 5/3:	-	-	-	(14,982.40)				
SREC Sales	2,025.00	1,417.50	2,405.00	592.50	592.50	399.00	598.50	1,596.00	1,777.50	1,596.00	2,117.50	1,925.00	16,449.50				
				(rec'd Jan srecs early - in Dec)													
Subtotal	(392.96)	(1,018.14)	(225.63)	(3,291.78)	(2,812.70)	(2,417.92)	(1,997.36)	(594.18)	1,201.65	326.55	1,663.85	1,091.12	(8,467.50)	(5,000.00)	(3,467.50)	1,370.79	
ASSOCIATION - Lease dates 2019-2026																	
GL 7050																	
JCP&L Payments	(557.44)	(488.77)	(652.15)	(456.61)	(441.59)	(428.03)	(414.03)	(88.14)	(450.99)	(485.85)	(487.69)	(591.21)	(5,542.50)				
Lease Payments	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(366.72)	(4,400.64)				
SREC Sales	202.50	202.50	400.00	-	-	-	199.50	199.50	197.50	199.50	192.50	385.00	2,178.50				
				(rec'd Jan srecs early - in Dec)													
Subtotal	(721.66)	(652.99)	(618.87)	(823.33)	(808.31)	(794.75)	(581.25)	(255.36)	(620.21)	(653.07)	(661.91)	(572.93)	(7,764.64)	(5,000.00)	(2,764.64)	181.54	
LEISURE FAIR - Lease dates 2021-2028																	
GL 7060																	
JCP&L Payments	(321.72)	(403.37)	(1,136.75)	(1,135.56)	(836.20)	(683.33)	(362.77)	(117.65)	(374.76)	(497.09)	(473.37)	(603.27)	(6,945.84)				
Lease Payments	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(771.87)	(9,262.44)				
TREC Sales	608.00	760.00	608.00	456.00	456.00	304.00	152.00	152.00	304.00	608.00	456.00	608.00	5,472.00				
Subtotal	(485.59)	(415.24)	(1,300.62)	(1,451.43)	(1,152.07)	(1,151.20)	(982.64)	(737.52)	(842.63)	(660.96)	(789.24)	(767.14)	(10,736.28)	(5,700.00)	(5,036.28)	456.00	
GRAND TOTAL	\$ (4,407.50)	\$ (7,750.78)	\$ (4,387.72)	\$ (14,711.20)	\$ (11,516.97)	\$ (15,686.68)	\$ (9,310.78)	\$ (5,673.93)	\$ (4,793.86)	\$ (5,836.89)	\$ (3,672.06)	\$ (5,640.71)	\$ (93,389.08)	\$ (76,700.00)	\$ (16,689.08)		

Budget for FYE 9/30/21 was \$113,200
Budget for FYE 9/30/22 was \$80,400
Budget for FYE 9/30/23 was \$73,000