

ATTACHMENT #1



Indian Wells
Villas

MANAGERS MEETING

Tuesday, July 16th

2:00PM-3:00PM at the Clubhouse

Property Management updates and Resident Services updates. Q&A will be held at the end of the meeting.



Questions:

Christina Doll (Community Manager)
Cdoll@abodecommunities.or(951) 344-5274

Noemi Munoz (Resident Services Coordinator)
nmunoz@abodecommunities.org (231) 225-2728



AGENDA

Indian Wells Villas- Managers Meeting

Tuesday July 16, 2024

Hosts:

Property Management Resident Services

Welcome

- Welcome Residents
- Refreshments
- Introductions

Resident Services

- It is my pleasure to introduce Sonya Martinez. Sonya will be helping Resident Services. ' JPM
- Find Food Bank Distribution on Wednesday Aug 17th 9 am
- Olive Garden and Yard House Donations from Food to Connect Friday 25th at 10 am
- Test your luck at Bingo Tuesday Aug. 23rd at 2pm
- Let's celebrate Julys Birthdays with some cake and Ice cream Thursday 25th at 2pm
- Grab your bag of popcorn let's get together for matinee Monday at 1pm

Management Services

- Updates on temp staffing: Denzel and Daniella no longer with us, Christian will take over for Daniella 7-11am
 - Updates for sidewalk project: all concrete poured and dry, work will continue while they complete landscape installation and irrigation upgrades through the rest of July- please be aware of signage & closed off areas during work hours: 6am to 5pm
 - Palm tree trimming will be completed Wed 7/17-Fri 7/19
 - Landscape concerns will be addressed after sidewalk project is completed: dead plants or irrigation adjustments
 - Generator update: no delivered yet, hopefully before the end of July. Notices will be posted if work is delayed for any reason.
 - Work Orders from Inspections will be completed after all supplies have come in; we will schedule 1 building per day and get them all completed, and management will serve notices prior. Thank you for your patience.
 - Move ins for vacant units will be completed in the next few weeks, please remember to be patient while new neighbors are moving in and welcome them to the Community
 - Recertifications update: 2023 & 2024 being completed and caught up- Once completed, we will contact everyone to sign and finalize.
 - Pool: heater is off, water is naturally heated.
 - Umbrellas: please close when not in use
 - Flag: cannot be flown at the very top due to metal piece that catches flag when windy
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Mountain
View Villas

MANAGERS MEETING

Thursday, July 18th
10:30am - 11:30am
at the Clubhouse

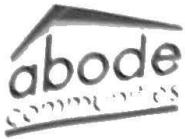
Property Management updates and
Resident Services updates. Q&A will be
held at the end of the meeting.



Questions:

JoAnna Rivera (Community Manager)
MVVilas@abodecommunities.org (760)772-4688

Noemi Munoz (Resident Services Coordinator)
nmunoz@abodecommunities.org (213)225-2728



• AGENDA

Mountain View Villas- Managers Meeting Thursday, July 18, 2024

Hosts:
Property Management Resident Services

Welcome

- Welcome Residents
- Refreshments
- Introductions

Resident Services

- Please help me welcome Sonia Martinez. She is going to be helping Resident Services .
- Get your popcorn ready for Movie Friday tomorrow starting at 2pm.
- Find Food Bank Monday July 22nd at 9 am
- Birthday Celebration on Wednesday July 24th at 2pm.
- Olive Garden donations Friday July 26th at 10 am.
- Test your luck In Bingo Wednesday July 31st at 2 pm.

Property Management

- The Gate was hit and damaged, it is now repaired and working properly. We have received some reports of some gate remotes not working, if you run into this issue, please bring your remote to the office so that it may be reprogrammed.
 - Key lock boxes for Fire Dept. access are located at the front of each unit, this was an agreement with the Fire dept and the city, the Fire Dept. has mapping of the complex and knows how to easily find the key box and access it.
 - Emergency contact update forms are available in the office at any time you need to update or change your emergency contact. We will be distributing this form for Residents completion and renewing upon recertification. If you do not wish to have an emergency contact on file you can write N/A on the form and sign it. We must have a form on file for each resident.
 - Community Rule reminder; per the rules and regulations garage doors are not to be left open more than 6 inches off of the ground. Please keep your garage doors closed for your safety.
 - Updates on works orders should be requested through the office, we have 1 Maintenance
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Technician and over 100 work orders due to the inspections, all work orders are being completed by priority.

- Thank you everyone for your patience during the fire sprinkler replacements, we had to reschedule a couple of times due to the amount of time it was actually taking for the replacements to be done, The purpose of this is to sample the fire sprinklers to ensure that they are working properly since majority of them are over 10 years old, the sprinklers that were removed were sent for testing and we are pending to a report of the testing of the sample. It may be that we will need to make additional replacements, but we will not know that until we get the report, which may take about 30 days.
- For the month of July Landscaping fertilization and herbicide is continuing to be applied, the pruning will be limited, and fan palms are being trimmed. A walk with the landscape company was performed in June and areas of concern were noted and are being focused on. We are continuing to monitor and report landscape concerns to vintage Supervisors.

Questions and Answers



Indian Wells
Villas

MANAGERS MEETING

Tuesday, August 20th
2:00PM-3:00PM at the Clubhouse

Property Management updates and Resident Services updates. Q&A will be held at the end of the meeting.



Questions:

Christina Doll (Community Manager)
Cdoll@abodecommunities.or(951) 344-5274

Noemi Munoz (Resident Services Coordinator)
nmunoz@abodecommunities.org (231) 225-2728



AGENDA

Indian Wells Villas- Managers Meeting

Tuesday August 20, 2024

Hosts:

Property Management Resident Services

Welcome

- Welcome Residents
- Refreshments
- Introductions

Resident Services

- ~~Noemi is currently out of the office - please contact Sonya or management for Residents Services until her return~~
- Join us for the Luau Party this Thursday 8/22/24
- Find Food Bank Distribution on Wednesday, Aug 21st 9 am
- Olive Garden and Yard House Donations from Food to Connect Friday 23th at 10 am
- Test your luck at Bingo Wednesday Aug. 21rd at 2pm
- Let's celebrate August Birthdays Thursday 29th at 2pm
- Grab your bag of popcorn let's get together for matinee Tuesday 8/27 at starting at 2pm

Management Services

- Trash Collection day is changing to Wednesday starting 8/26/24. Please remember to call Burrtec ahead of time to schedule large item pick ups- flyers will be mailed and posted on the community
 - Updates for sidewalk project: Work to still be completed: Shade Sails- on order, river rock- supplies are low, so they are looking for another supplier, Plant acclimation and irrigation, water may be left on overnight to help plants survive - please be aware of signage & closed off areas during work hours: 6am to 5pm as needed.
 - Landscape: New gardener: Angelica and map with days serviced in office
 - Landscape concerns are being tracked currently and will be addressed after sidewalk project is completed: dead plants or irrigation adjustments
 - Generator update: Generator required additional upgrades to panel, which required additional money and approvals- waiting for vendor to schedule remaining work
 - Window repairs/replacements have been approved and scheduling is in process, we anticipate all to be completed in September if not sooner along with Work Orders from Inspections will be completed after all supplies have come in; we will schedule 1 building per day and get them all
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completed, and management will serve notices prior
Thank you for your patience.

- Treadmill in Gym is fixed and working
- Maintenance door hangers will be used when maintenance is working in your apartment and will be left to let you know what has been done and if work is still pending
- Satellite Dishes- who has them in use currently? We will need additional information, so we do not remove any in use. These will all be removed after notices go out to all residents.
- Recertifications update: 2023 & 2024 being completed and caught up- If you have not completed your paperwork and need assistance, please contact the office to schedule an appointment. If I have your paperwork, thank you and please continue to be patient while we process
- Umbrellas: please close when not in use
- Community locks: computer room/gates/gym/etc- please make sure you have your key with you, do not prop open or leave opened

Questions & Answers



Mountain
View Villas

MANAGERS MEETING

Thursday, August 15th
10:30am - 11:30am
at the Clubhouse

Property Management updates and Resident Services updates. Q&A will be held at the end of the meeting.



Questions:

JoAnna Rivera (Community Manager)
MVVilas@abodecommunities.org (760)772-4688

Noemi Munoz (Resident Services Coordinator)
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• AGENDA



Mountain View Villas- Managers Meeting

Thursday, August 15, 2024

Hosts:

Property Management Resident Services

Welcome

- Welcome Residents
- Refreshments
- Introductions

Resident Services

- We want to thank all who joined us for the Lua this past week. It was a great success!
- This Friday is Harvest Day (Olive Garden and Yard House), which starts at 10 am – 11am
- Also, this Friday is Movie Matinee at 2pm. We look forward to seeing you there – Popcorn and other Concession Goodies will be provided!
- Bingo is on Friday the 23rd; from 2pm – 4pm.
- Birthday Celebration is the 28th the last Wednesday of the month
- Lastly, Harvest Day (Olive Garden Yard House) on Friday the 30th.

Property Management

- Clubhouse side door, to be kept shut, has been found propped open.
- Physical conduct: Residents and Employees must not have physical conduct such as touching, kissing or grouping. Flirtation and sexual remarks are also prohibited.
- Front gate entry do not stop your vehicle halfway through the entrance.
- Fire alarm inspection will be occurring soon.

Questions and Answers

Connecting Community
Housing Retention/Management
chat



Indian Wells
Villas

MANAGERS MEETING

Tuesday, September 17th
2:00PM-3:00PM at the Clubhouse

Property Management updates and Resident Services updates. Q&A will be held at the end of the meeting.



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cdoll@abodecommunities.or(951) 344-5274

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AGENDA

Indian Wells Villas- Managers Meeting

Tuesday *Sept 24, 2024*

Hosts:

Property Management Resident Services

Welcome

- Welcome Residents
- Refreshments
- Introductions

Resident Services

- As you all know now Sonia has officially joined the team. She will be at Mountain View Villas mostly and you will be seeing her around in our bigger events.
- Thank you all who participated in our community potluck and joined us in our late Labor Day Celebration.
- We Have Birthdays Tomorrow at 2pm come and sing Happy Birthday and enjoy some cake and Ice Cream .
- Movie Day on Friday the 27th from 2pm – 4pm Movie shown will be P.S I Love You it is a Romcom
- We Will Be having a 12 Step emergency preparedness class on Tuesday Oct 1st please look out for that flyer. it is the morning 10 am.
Housing authority. if you are still on the waitlist, remember to schedule a waitlist application with me again as they do audit their waiting list. From Oct to Dec.
If you need any other assistance such as Li- heap, Cal-Fresh Medical, IHSS. Please give me a call and schedule an appointment or let Christina or Chris Know they can give me a referral.

Management Services

- Trash Bins- please do not move and do not overfill- they will not pick up. Reminder for large items to call for pick up.
- Emergency Preparedness Classes October 1st
- Gym- please lock with your key when leaving after every use
- Dogs: please pick up after and throw feces in pet stations of trash cans only- please do not put in recycle stations or leave on top of cans. Leashes are required by CA law for everyone's safety

-Hyundai Kona Grey parked in guest parking- please
contact management before it gets towed
-Section 8 waitlist applicants: renewal reminder October 1-
Dec 31 - call today for your appointment with Noemi for
assistance
-BBQ Area upgrades: painting, new shade cloth, solar
string lights, cleaning of BBQ's October 1st.
John O'Hea to give a demonstration directly after the
meeting for residents that do not know how to use grill
area.

**Questions &
Answers**



Mountain
View Villas

MANAGERS MEETING

Thursday, September 19th
10:30am - 11:30am
at the Clubhouse

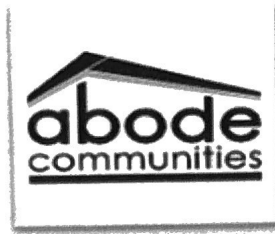
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AGENDA

Mountain View Villas - Managers Meeting

Thursday, September 19, 2024

Hosts:

Property Management and Resident Services

Welcome

- Welcome Residents
 - Refreshments
 - Introductions
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Resident Services

- We want to thank all who joined us for the Labor Day Celebration last Friday. There was so much Food and Fun!
 - Just a reminder: FIND Food Distribution is on the 2nd and 4th Monday of the Month and our Olive Garden Harvest is on the 2nd and 4th Friday of the Month.
 - Also, The Book Club has started up again. They meet the 3rd Thursday at 1pm in the Library. The current read is: The Housemaid is Watching. *For more info contact myself or Sandra L.
 - Lastly do not forget our last 2 end of the Month events, because we look forward to tasting all your Yummy Dishes for our Community Potluck next Tuesday at 2pm and celebrating our September Birthdays on Wednesday at 2pm.
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Property Management

- Please refrain from feeding the wild animals.
 - No perishables in the mail room.
 - Office will be closed on 9/20 for conference.
 - Manager meetings will be changed to 3:00pm starting October for the winter months.
 - Scalping and reseeding will begin next week Vintage will start in the city and work their way into the community.
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