

VLCA Board Meeting

Thursday, March 8, 2007

Meeting called to order: 7:58pm

*revised
draft*

Attendees: Curtis Bourque, Ron Cumello, Ed Detrick, Renee Hale, Jim Shelton

Absent: Jennifer Lanich, Tom Malone

Association Manager: Carol Rumely

Notice: Posted on Association Website and at entrances to each neighborhood at least 48 hrs in advance

Minutes: A motion was made (Curtis/Jim) and carried to approve the minutes as presented.

Treasurer's Report-update provided by Ron:

- Finance Committee is working on cost models for each line item to identify spend rate
- The committee is recommending the Developer's audit not be accepted; they are in the process of identifying another audit firm.
- Jennifer is requesting additional backup material for invoices be presented with checks for signature

OLD BUSINESS

1. Turnover Discussions: Ron reported that he, Renee and Jim had met with Newland Communities, represented by Debra Dremann and Mark Jacobson for a "kickoff" meeting that was positive in tone and objectives.; they agreed that no legal representation was needed at this early stage and that Newland would be willing to make any urgent repairs at the Residents' Club.
2. Engineering Support RFP: A motion was made (Ron/Curtis) and carried to accept the WRS proposal.
3. Amenities tract irrigation - Curtis reported on a meeting w/OCU and Newland reps on Monday, 3/5. Newland will pay for necessary expenses to get a HOA reclaimed water meter connected to the CDD line and the CDD will bill the HOA for the water used at the rate charged by OCU. Carol Rumely advised that a written request for an inspection had been submitted today 3/8 and inspection is required within 5 work days.
4. Anderson Park project - thru Ron, Jennifer reported that she is waiting for feedback/information from Susan Harris at the City of Orlando.
5. Newland Townhalls - this has been set aside for future consideration between Newland and the HOA.
6. Newland Use Agreement - Ron reported that Association Counsel had verbally advised the HOA not to sign the agreement, and to only purchase liability insurance. The property insurance coverage should exclude the Amenities tract until a deed is conveyed. A written opinion has been requested.
7. Insurance - Carol advised that all requested documentation had been provided to the insurance agent Caple Howden who is shopping for policies.
8. Covenant enforcement issues:

- Carol reported she had received verbal and written opinions on the BBH indicating the owner needed to comply and to process this violation according to the established routine, so a second violation letter has been sent to the owner. Ron asked Carol to copy the Board on this opinion.
- Hurricane shutters - A motion was made (Curtis/Jim) and carried (with one NAY vote- Renee) to grant the current owner a variance to keep the shutters on the side of the house and to advise them that the shutters must be kept open unless a hurricane is approaching per VL guidelines.
- Lattice fence - A motion was made (Renee/Curtis) and carried to allow the current owners to keep the lattice trellis.

9. OCPS Joint Use Agreement - Ed reported that final edits have been made to the negotiation offering and it will be submitted to Association Counsel for review within a week.

10. Reserve Study - the Newland Communities reserve study is underway and should be available within 2 months as it is needed for the 2008 budget planning of the CDD and the HOA.

11. Association Schedule – draft has been presented by Ron for review by the various committees and board members.

NEW BUSINESS

12. Committee Responsibilities and Authority - Ron passed out a draft for board review outlining proposed authority and roles of the President and Board with committee work. Board members are to review and respond to Ron within 2 weeks so this can be finalized and adopted at the next meeting.

13. Security Contract - due to the perception that there is little value to using "security officers", discussion on alternatives led to decision to research costs/feasibility of off duty cops, Civilian Police patrols and volunteers who attend and graduate from the Civilian Police Training program. A motion was made (Ron/Curtis) to identify a security consultant who would be willing to do a study of Vista Lakes for \$1-2K and provide options to the Board for consideration.

14. Bulletin Board order - Carol provided a proposal for \$4240 from Patterson's Office Supply for bulletin boards for the Avon and Windsor mail kiosks. She reported that 2 other sources of metal bulletin boards were more expensive and that a recycled plastic version would also be more expensive. Carol advised this expense is over the planned budget as the exact number of mail kiosks was unknown when the budget was approved. A motion was made (Ron/Curtis) to grant tentative approval subject to review by the Treasurer to make this purchase of \$4240.

15. Middleton contract for Warwick - A motion was made (Ron/Jim) and carried to approve the add-on amount of \$600 for fertilization/pest control services for the Warwick community.

16. Avon color schemes - Carol provided a new color book for the Avon neighborhood and a request from Engle to have additional colors approved. The Board delegated this decision to the ARC/Jim Shelton as the ARC currently is the arbiter of color schemes for the community.

17. Vendor access agreement - Carol provided a vendor access agreement for signature which would enable the storm drainage in Waverly/Carlisle to be repaired by Newland's contractor. Ron will review and return with signature.

18. Secretary position - Ron reported that Tom Malone intends to relocate out of Vista Lakes in the near future and since he had missed several meetings, a motion was made (Ron/Ed)

and carried to remove Tom from the office but not the board as outlined in Article IV, Section 4.3 of the Bylaws. Ron will advise Tom of this action. A motion was made (Ron/Jim) and carried to appoint Curtis to the office of Secretary.

19. CE Policy Committee - Jim requested board support to name Luis Garcia as chair and he would be come vice-chair of this committee and the board agreed. He also announced the committee plans to undertake a rewrite of the Rules & Regulations parallel to the ARC's rewrite of the architectural guidelines.

20. Communications Committee - Jim reported the committee is working on a layout template for the newsletter and researching alternative publication resources.

21. Amenities Committee -

- Jim requested board approval to accept the Activities Director's recommendation to extend operating hours on Fridays, Saturdays and Sundays to 7pm beginning March 9th to coincide with Daylight Savings Time. A motion was made (Ron/Jim) and carried to extend the operating hours to 7pm on March 9th until May 1st when normal summer hours go into effect.
- Jim provided an overview of the improved cash handling process developed for the pool office by Jennifer, Jim and the Activities Director, Maria Esham. The board requested a written outline of the procedures for future review. A motion was made (Ron/Curtis) and carried to implement pre-paid guest fees
- Jim reported on a proposal to remove and replace trees in Newport Park. Carol was asked to provide the Board with a copy for review and further discussion.
- A motion was made (Jim/Renee) and failed to pass which would have required residents to provide annual documentation of continued residency in Vista Lakes for their photo IDs (2 YAHS, 3 NAYs)

22. Leland Management issues - Ron will contact Rebecca Furlow at Leland to discuss Jennifer's concerns about invoice backup and Curtis' issues with timely receipt of reports.

Adjournment: A motion was made (Ron/Ed) and carried to adjourn the meeting at 11:05pm.