



Vista Lakes Community Association, Inc.

**Meeting Minutes - Board of Directors Monthly Workshop  
January 14, 2010 at 6:30 p.m.  
8841 Lee Vista Blvd.**

**Association Member's Open Forum began at 6:30 pm at the Vista Lakes Resident's Center**

3 residents in attendance.

**Establish quorum, all members present. Ron Cumello, Valerie MacAllaster, Kent Campbell, Jim Shelton, Debbie Salerno, Renee Hale, Gary Schuett. Also present were Sharon Eichorn and Gary van der Laan.**

**Call to Order and Proof of Notice, meeting called to order 6:40**

**Approval of Prior Meeting Minutes, Motion (Jim/Debbie) to approve minutes as submitted.**

**Community Director's Report (Sharon Eichorn)**

Sharon discussed a master maintenance program which she is working on as well as a proposal for a playground inspection program.

Discussion of cellular service plans for the maintenance, Verizon offers a program for \$89.00 per month.

Jim was asked to verify the current monthly spending on cellular service. Sharon stated that there is currently no contract with AT&T.

**A/I - Sharon will send a list of all HOA signs to the amenities committee in advance of their site visit so they report back to the board at the February meeting.**

**A/I - Repairs to brick columns, Sharon recommends DC Chapman repair the columns.**

**A/I - Palm to be removed at pool area, for \$250.**

**A/I - Sharon approved to move forward with repairs to the pool maintenance equipment.**

Gate Remote Inventory - How many/Type on hand and ordered?

**Motion (Ron/Debbie) Cost for gate access cards to be \$2.00 each. All in Favor.**

Computer/IT Support Update, Sharon reports that the new computer is up and running.

Tranquility/Blue Zone Transition, Blue Zone is set to take over 2/1/10

**Association Manager's Report (Gary van der Laan)**

Cancellation Letter to Tranquility (No mention in CAM report) Was this sent? Letter was sent and proof of delivery has been returned to Leland's office.

West Entrance Feature Repair Status, repairs are underway.

Warwick Fountain Status, fountain is operational as of 1/13/10

Active Vendor List/Auto Payment List Provided to Treasurer? (No mention in CAM report), this report was submitted to the Treasurer on 12/16.

**Motion (Ron/Valerie) to stripe the handicap ramps at a cost of \$285 at Warwick Shore Crossing. Money to be drawn from the gate repair line item. All in Favor.**

**Motion (Valerie/Jim) to add a stop sign at the intersection of Warwick Shore crossing at a cost not to exceed \$500. Kent, Jim, Debbie, Renee, Gary and Valerie in favor. Ron opposed. Motion approved.**

**Financial Update –Treasurer (Jim Shelton),** Jim reported on the financial status of the community.

Association Credit Update (Home Depot/Other) limit was lowered because of D&B report, although upon review of that report no negative items were reported.

Jim will be meeting with Leland to discuss the interest rates on association accounts.

Jim discussed the gated community assessments and statements that will be sent to all owners in gated communities.

**Association Schedule – Secretary (Debbie Salerno)**, quarterly meeting next Tuesday at Odyssey Middle School.

**Committee Updates:**

**Amenities**, committee has not met this month. Kent requested a copy of the committee's priority list. Valerie requested that the pool rules and the pavilion rental agreement be updated and returned to the board before the next meeting so they can be put into action prior to the pool opening full time in March.

**Communication**, Jim reported on the latest draft of the newsletter, expect mailing of newsletter before the end of the month. Kent committed that any changes to the articles should be returned to the author prior to changing. Jim discussed board only directories available on the website.

**Contracts**, Items discussed under old business.

**Engineering**, Ron discussed open items.

**Events**, nothing to report.

**Capital Improvements** (includes Turnover Repairs)

**Old Business to be discussed**

Covenant Enforcement Issues (Gary V)

**Final Letter**, discussion of the latest version of the letter. Consider use of the letter in March.

**Cross Walk and Stop Signs at New Wheelchair ramps in Warwick** (Outsource or site staff?) (Val/ Gary V), discussed earlier in the meeting.

**Neighborhood Rep spending restriction policy** (Jim researching), Jim reported on the policy that was used in 2008.

**Motion (Valerie/Gary) that neighborhood money only be used on non tangible items. Valerie, Ron, Renee Gary in Favor. Jim, Kent and Debbie opposed, Motions passes.**

**Website Changes**, Jim reported earlier in the meeting on these changes.

**Tennis Court Contract**, Ron reported on 3 bids received, committee will be going with a local company, Advantage Courts at a cost of \$5,950. Ron and Jim meeting with the fence company 1/15/10.

**Pool Refurbishment Contract**, Ron discussed issues with the pool and his meetings with SPIES.

**New Business**

**Discussion of Tent** (Renee - Email Previously Sent), to be purchased at a cost of \$3,000 for community events.

**A/I Sharon to research with city the need for permits to use the tent on HOA property.** Is there any concern with insurance? Renee to find out what the dimensions are when closed for storage.

**Dock Inspection/Maintenance** (Kent -Discussion), will be included on the yearly maintenance program.

Ron will discuss the ownership of the dock at the CDD meeting.

**Brickwork Inspection/Maintenance** (Kent -Discussion), discussed earlier.

**Committee Updates/Monthly Summaries** (Kent - Discussion), Kent discussed the need to get updates from the committees prior to the meetings.

**Motion (Valerie/Jim) that the committees provide written updates each month prior to the board meeting.**

**All in Favor.**

**Vista Lakes 10th Anniversary Event** (Kent - Discussion), Renee will work on a plan for a May event.

**Adjournment, with no further business to come before the board, Motion (Valerie/Debbie) to adjourn the meeting at 10:15 pm**