



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop
March 14, 2013 at 6:30 p.m.
Central Park Clubhouse**

- Resident Open Forum starts at 6:30 p.m. There were 7 residents present. The topics of discussion were Vista Park Blvd house paint guidelines, ARC guidelines, RV parking, commercial vehicles, basketball hoops, and property maintenance.
- Establish quorum: Jerry Harris, Israel Collazo, Christian Lau, Gary Schuett, Katherine Sebestyen, Bill Gompel, and Scott Fehringer were present.
- Call to Order and Proof of Notice: Meeting called to order at 6:59 p.m. and Proof of Notice verified.
- Approval of Prior Monthly Workshop Minutes: **Motion (Jerry/Israel) to approve the January 10, 2013 Board Meeting Minutes with corrections provided by Jerry Harris. All in Favor. Motion Carries, 7-0.**

Action Item: Christy- forward to Jerry for website posting.

- Community Director's Report (Sharon Eichorn):
Sharon stated that her report was submitted prior to the meeting and asked if there were any questions. Sharon stated that the renovations were on schedule for April 1 and the pool resurfacing was taking place.
- Association Manager's Report (Christy Borden):
Christy stated that her report was submitted prior to the meeting and asked if there were any questions.
Christy stated that the insurance agent was shopping carriers and was renewing in April. Christy stated that the Resident's Club expansion and fitness center would be covered under the new policy, the insurance agent was aware as they provided the renovation insurance.
Christy stated that the audit was underway and asked Bill to sign off on the attorney letters and audit inquiries.
Christy stated that the sod violations started in March and were reflected in the violation report.
Christy stated that the Alliance CD that was to be used for the renovation costs matured on 3/3. The cost of the renovations was taken from the operating account as reflected in the February financials until the CD is cashed in and transferred to the operating account.

Action Item: Christy- submit insurance renewal to Bill and Jerry in April.

Action Item: Christy- check operating account to see if CD funds were transferred, forward to the Board.

- Financial Update – Treasurer (Bill Gompel):
Bill stated that the audit was near completion, the financials were stable and the renovation costs were on target.
- Committee Updates (to be provided via email, prior to the meeting).
 - Amenities: Report provided to the Board prior to the meeting.
Carol Schuett discussed the concerns with the area by the sidewalk in Vista Park. Christy stated that she would ask the agronomist to speak to the engineer for the CDD as the area changed once the bridge, drainage, and erosion work was completed.

Carol Schuett provided a report to the Board regarding the estimate from the agronomist for the landscaping and irrigation work at the Resident's Club which should be between 12,000 – 15,000. **Motion (Christian/Scott) to spend \$10,000 on the landscaping and irrigation work at the Resident's Club . In Favor- 2, Against- 5. Motion Fails, 2-5. Motion (Bill/Israel) to spend \$12,000 on the landscaping and irrigation work at the Resident's Club . In Favor- 6, Against- 1, Motion Carries, 6-1.**

Carol Schuett provided a proposal for drainage work needed at Newport Park due to the flooding in the gazebo area. **Motion (Bill/Jerry) to accept the proposal for \$677.00 from Servello & Son to complete the drainage work at Newport Park. All in Favor, Motion Carries, 7-0.**

Carol Schuett discussed the condition of the soccer field and stated that the agronomist advised that the soccer field be closed for a period of three weeks in order to restore and correct the damage. **Motion (Gary/Jerry) to close the soccer field for a period of one month as recommended by the agronomist, the association manager and the Amenities Committee. All in Favor, Motion Carries, 7-0.**

Action Item: Christy- contact Larry regarding communication with CDD engineer.

Action Item: Christy- contact Larry regarding Resident's Club renovation work.

Action Item: Christy- contact Servello regarding Newport Park approval.

Action Item: Christy- contact Larry/Derek/Tom regarding soccer field closure.

Action Item: Sharon- order signage, direct maintenance regarding closure, and provide start date.

- ARC: Report provided to the Board prior to the meeting. Jim Shelton distributed and discussed draft guidelines to the Directors for review.
- Communications: Report was submitted to the Board prior to the meeting.
- Contracts: Report was submitted to the Board prior to the meeting.
- Engineering: (not active at this time)
- Finance: Report was submitted to the Board by the Treasurer.
- HR Committee: Report discussed in Community Director's report.
- Old Business to be discussed
 - Fitness Center Equipment/Operation

The Fitness Center Committee distributed a packet of equipment recommendations to the Directors. They stated that all equipment had a 100% parts, maintenance, electrical for the first year with inspections conducted every 6 months. The cost for the equipment was estimated at 44,000 without televisions to 47,000 with three televisions. **Motion (Bill/Christian) to purchase the recommended equipment, without the televisions, at approximately \$42,918 plus tax. All in Favor. Motion Carries, 7-0.**

Jerry provided two releases from Taylor & Carls, one for participants and one pertaining to minors that would be signed in order for an access card to be distributed. **Motion (Jerry/Christian) to utilize participant and minor release forms as drafted by the association's retained law firm, Taylor and Carls for those owners wishing to obtain an access card to use the fitness center. All in Favor. Motion Carries, 7-0.**

Jerry opened discussion regarding hours for the fitness center operation with comparisons made of other fitness centers. **Motion (Christian/Bill) that the hours of operation for the fitness center will be from 5:00 AM – 11:00 PM. All in Favor. Motion Carries, 7-0.**

Christy provided proposed fitness center rules utilized by other associations to the Directors prior to the meeting. **Motion (Christian/Gary) to accept proposed rules with an amendment to the age limit for unaccompanied access. All in Favor, Motion Carries, 7-0.**

Jerry asked the Directors for the cost of the fitness center access cards. **Motion (Bill/Israel) to charge \$10 each for fitness center access cards for residents over the age of 18. All in Favor. Motion Carries, 7-0.**

Jerry stated that he had spoken with Taylor & Carls regarding fitness center usage by owners of sub associations. He stated that in order for the master to provide access by the sub association owners, the master would have to charge a higher assessment.

- Meeting Room Rental
Sharon discussed options regarding the meeting room rental.
- Tennis Court Seat Shade
Sharon stated that this item was being worked on.
- Tennis Court Additional Lighting
Sharon stated that the lights were working and a breaker needed flipped on.
- Soccer Field Condition/Sports Field Rules & Regs
Christy provided a compilation of proposed soccer field rules that are utilized at other communities.

Action Item: Sharon- move forward with equipment purchase.

Action Item: Sharon-post fitness center rules and time of operation.

Action Item: Sharon-order access cards for purchase, copy release forms for utilization.

Action Item: Board of Directors- discuss meeting room rental and soccer field rules at next board meeting.

- New Business to be discussed
 - POA Responsibilities
Jerry discussed the proposal request made by the POA regarding the HOA taking on the POA ARC responsibilities. **Motion (Jerry/Bill) to deny the request made by the POA to take over the ARC responsibilities. All in Favor. Motion Carries, 7-0.**
 - Office Furniture
Sharon discussed desk and new stools for the pool office. There was a consensus of the board to allow Sharon to purchase these items as they were in the budget.
 - Community Director Salary
The current salary of the community director was discussed with comparison made to salaries paid for similar positions elsewhere in Florida, and confirmation of available funds within the current budget. **Motion (Jerry/Christian) to increase the community director's salary by 8% effective January 1, 2013. All in Favor. Motion Carries, 7-0.**
- Association Schedule
 - Next Scheduled Board Workshop on May 9, 2013 at 6:30 PM at the Resident's Club.
- Adjournment **Motion (Jerry/Israel) to adjourn meeting at 11:31 p.m. All in Favor. Motion Carries, 7-0.**