



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop  
February 13, 2014 at 6:30 p.m.  
Residents' Club**

- Resident Open Forum started at 6:41 p.m. There were 5 residents present. There were no comments or questions from the attendees.
- Establish quorum: Jerry Harris, Katherine Sebestyen, Bill Gompel, Christian Lau and Gary Schuett were present. Israel Collazo and Scott Fehringer were absent.
- Call to Order and Proof of Notice: Meeting called to order at 6:42 p.m. and Proof of Notice verified.
- Approval of Prior Monthly Workshop Minutes: **Motion (Jerry/Katherine) to approve the January 9, 2014 Board Meeting Minutes with corrections provided by Jerry Harris and Sharon Eichorn. All in Favor. Motion Carries, 5-0. Motion (Jerry/Katherine) to approve the January 21, 2014 Quarterly Membership Meeting Minutes with corrections provided by Christian Lau and Jerry Harris. All in Favor. Motion Carries, 5-0. Motion (Jerry/Bill) to discontinue quarterly membership meetings until further notice as the Board now meets on a monthly basis. All in Favor. Motion Carries, 5-0.**

*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 discussed the upcoming spring event which consists of 3 puppet shows being held at the Resident's Club with reservations required due to limited seating. Bill inquired about the recent burglaries in gated communities and the condition of the CDD walls. Christy cautioned that the association is not responsible for the owner's property or safety as this is a police matter.
- Community Coordinator Report (Monte Brown): Monte stated that his report was submitted prior to the meeting and asked if there were any questions.
- 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 gave an update on collections, the audit, landscaping, reserve study, and covenant enforcement for December. There was discussion regarding the soccer field closing process. Sharon suggested that the Board consider the closing of the softball and basketball courts with the soccer field.  
**Motion (Jerry/Bill) to give Sharon the authority to close the softball and basketball court with the soccer field for the month of March for security purposes if the school agrees to the closing. All in Favor. Motion Carries, 5-0.**  
**Motion (Jerry/Bill) to send presented covenant enforcement accounts to the attorney. All in Favor. Motion Carries, 5-0.**

*Action Item: Christy- send enforcement account to attorney.*

*Action Item: Sharon- contact school regarding closure, inform the board of the decision, prepare signage, etc for closure.*

- Committee Updates (to be provided via email, prior to the meeting).
  - Amenities: Report provided to the Board prior to the meeting.  
Palms at Pool Gazebo- Carol stated that the committee recommends cutting down the palms that surround the gazebo and replace with two robellini palm trees costing \$1293.00.  
Entrance to Vista Park- Carol stated that the bid for the Vista Park enhancement was \$1584.30. There was concern expressed by the 73 jasmine being installed. Christy stated that she would check with Larry and Servello to ensure that it is correct with the assumption being that it is based on area.

**Motion (Christian/Gary) to move forward with Gazebo and Vista Park Enhancements as recommended by the Amenities Committee and proposed by Servello and Sons Landscaping. All in Favor. Motion Carries, 5-0.**

Amhurst Park Bahia Grass- Carol expressed concern regarding the 200.00 expense for utilizing and installing native soil on the soccer field maintenance proposal. Christy stated that she would follow up with Servello.  
Landscaping Meeting- Christy stated that she has asked the agronomist for another Saturday date and will advise once received.

Team Play- Jerry asked the Amenities Committee to provide input regarding Team play and usage fees. He stated that this item would be discussed at the next regularly scheduled Board Meeting.

Pergola Repair- Carol stated that the pergola at the pool was in need of repair. She stated that McCree has provided a bid of \$5000 to repair.

Washingtonia Palms- Carol stated that the agronomist was recommending the removal of these palms due to concerns such as paver damage, trimming, and appearance. Carol stated that the Committee recommend that the palms remain as there was no evidence of damage, trimming was included in the contract and they liked the appearance.

*Action Item: Christy- contact Servello regarding proposals.*

*Action Item: Christy- set up meeting with select Directors and Larry Smith.*

*Action Item: Committee- recommendation regarding team play.*

- ARC: Report provided to the Board prior to the meeting.
  
- Communications: Report was submitted to the Board prior to the meeting. Jerry gave an overview of the spring issue of the newsletter.
  
- Contracts: (not active at this time)
  
- Engineering: (not active at this time)
  
- Finance: Report was submitted to the Board prior to the meeting. Bill stated that he will work with Scott on the financial transition.
  
- HR Committee: (not active at this time)
  
- Old Business to be discussed
  - Gated Road Weeds Spraying- Sharon stated that the spraying was completed and inquired about the offset of the expense in the financial. It was decided to create line items for each neighborhood and offset the expense there for tracking purposes.
  - Gated Street, Curb and Sidewalk Cleaning- Sharon stated that the following proposal were obtained for the gated communities as follows: Vista Park \$1050, Windsor \$6120, Waverly \$5760, Carlisle \$6560, Melrose \$3640 and Warwick \$5160. The Board questioned the frequency and offset on the financial, as well as the legality of using road reserve funds. Christy stated that she would contact Kane & Company for direction.
  - Golf Cart- Sharon stated that the golf cart was scheduled to be picked up by the new vendor tomorrow. The new vendor was going to see if the engine could be rebuilt instead of replacing with a new one.
  - House Colors- Jerry stated that they solicited insight from the ARC, the Directors, and Toni Campbell regarding the approved color choices. The ARC suggested 15 removals, Jerry (13), Christian (20) and Toni Campbell did not participate. It was recommended by the Directors to remove eight schemes which were suggested by multiple respondents, with those using the scheme currently be grandfathered in. **Motion (Jerry/Gary) to remove color schemes 23, 34, 43, 86, 95, 101, 135, and 160 from the approved color book. All in Favor. Motion Carries, 5-0.**
  - Annual Staff Review- Jerry stated that they were still awaiting Sharon's self evaluation. Sharon assured the Board it would be completed prior to the next Board meeting.
  - Janitorial Service- Sharon stated that Jan Pro has started the cleaning service for the office, fitness center and pool restrooms at \$479.00 per month.
  - Covenant Enforcement- Christy stated that Jerry had written an article in the newsletter asking for feedback from the community, she has sent questions to the attorney regarding fining and is awaiting answers. She states that once these items are completed, if the Board decides to change the process, the new policy would be submitted to the Board for review and adoption.

*Action Item: Christy- contact Kane & Co regarding gated street, sidewalk, and curb expenditure allocation.*

*Action Item: Monte- remove selected color schemes and implement.*

*Action Item: Sharon- complete and forward evaluation.*

- New Business to be discussed
  - ARC Approval Compliance Follow Up- After discussion concerning the ARC process, it was agreed that the Community Coordinator will follow up on all ARC submittals to sign off on compliance of the application and forward violations to the Association Manager.
  - Temperature Related Pool Closure Policy- Sharon explained the pool closure policy utilized by parks. **Motion (Jerry/Katherine) to permit the pool staff, with Sharon's approval, to close the pool once the water temperature reaches 65 degrees or lower. All in Favor. Motion Carries, 5 – 0.**
  - Exercise Class- Sharon stated that there was a request to conduct an outdoor exercise class on common ground, one to two times a week with the class consisting of 12 participants. **Motion (Bill/Jerry) to allow the advertising and promotion of the exercise class with proper insurance proof submitted with the association listed as an additional insured as well as the Board having the right to terminate at any time. All in Favor. Motion Carries, 5 – 0.**
  - Advertising at Residents Club- Jerry discussed the business cards being displayed in the Resident's Club lobby and suggested a process behind allowing the display. There was a consensus of the Board to remove all business cards from the lobby as it could be a liability to the association by the assumption of promoting these vendors.
  - Garage Sale Donations- Jerry explained that Good Will is providing a truck at Amhurst Park and pick up service to residents the day of the community garage sale. There was a consensus of the Board to move forward with the service as there were flyers already advertising this service, however, it would be revisited prior to the next community garage sale.

*Action Item: Monte- implement ARC application compliance.*

*Action Item: Sharon- implement pool temperature policy.*

*Action Item: Sharon- contact exercise class provider concerning plan and stipulations.*

*Action Item: Sharon- remove business card display from Resident's Club.*

*Action Item: Sharon- contact Good Will, revisit prior to next garage sale.*

- Association Schedule
  - Next Scheduled Membership Meeting on March 20 at 6:30 PM at the Resident's Club.
- Adjournment **Motion (Jerry/Christian) to adjourn meeting at 10:24 p.m. All in Favor. Motion Carries, 5-0.**