



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop
April 10, 2014 at 6:30 p.m.
Residents' Club**

- Resident Open Forum started at 6:33 p.m. There were 8 residents present. The topics of discussion were covenant enforcement, the flood zone and flood insurance, and property easements. OPD Representative David Cruz gave a brief report on area crime statistics.
- Establish quorum: Jerry Harris, Bill Gompel, Christian Lau, Gary Schuett, and Israel Collazo were present. Katherine Sebestyen and Scott Fehringer were absent.
- Call to Order and Proof of Notice: Meeting called to order at 7:08 p.m. and Proof of Notice verified.
- Approval of Prior Monthly Workshop Minutes: **Motion (Christian/Gary) to approve the March 20, 2014 Board Meeting Minutes with corrections provided by Jerry Harris. 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 tennis reservation policy and agreed that the website could be utilized just as the phone is currently utilized.
- 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 explained the attorney's opinion regarding emotional support service animals. Sharon read information from the ADA regarding service animals and stated that the information was conflicting. Christy suggested that she would forward Sharon's rebuttal to the attorney for review and advise the Board. There was a consensus of the Board to accept Christy's suggestion.
Christy stated that the Reserve Study should be completed within the week and would forward to the Board once received. Christy stated that the soccer field was not in playing condition regardless of the agreement and direction made by Servello and 4 All Seasons to open. Christy stated that there would be an emergency meeting with the landscaping vendors the next day at 9:00 AM and stated that any of the Directors and/or Committee members could attend as long as there was not a quorum of the Board. She stated that she would report back to the Board after the meeting.
Christy gave an overview of the attorney opinion regarding the playset placement and toys that are stored in the back yard. Christy also gave an overview of the covenant enforcement accounts that needed to go to the attorney.
Motion (Jerry/Gary) to forward covenant enforcement account to the attorney. All in Favor. Motion Carries, 5-0.
Christy inquired about the Neighborhood Representative elections mailing. Sharon stated that only one form had been received. There was a consensus of the Board to allow for an additional week if needed in order to try to generate interest.

Action Item: Christy- send enforcement account to attorney.

Action Item: Christy- send information to attorney for direction regarding the ADA and report opinion.

Action Item: Christy- send Reserve Study to the Directors once received.

Action Item: Christy- report back to the Board regarding emergency landscaping meeting.

Action Item: Christy- complete Neighborhood Rep mailing after the deadline of the 14th or 21st as needed

- Committee Updates (to be provided via email, prior to the meeting).

- Amenities: Report provided to the Board prior to the meeting. The Committee Chair expressed concern about the flower count at Vista Park. Christy stated that the landscaping meeting was to be held on the 18th and the proposals would be used to count and compare. Christy stated she would then report back to the Committee and Board.
- ARC: Report provided to the Board prior to the meeting. Monte stated that a copy of the revised application has been forwarded to the Board for approval.

Action Item: Monte- update application and forward to Jerry for website posting and Christy for Leland records.

- Communications: Report was submitted to the Board prior to the meeting. Jerry asked Christy why there were no additional newsletters after the mailing, Christy stated that there was just enough for the mailing as it was required to notify all owners in writing of the financials. It was recognized that different quantities may need to be printed when it is required to send newsletters to all residents (including e-newsletter subscribers), e.g. the April edition.
- Contracts: (not active at this time)
- Engineering: (*not active at this time*)
- Finance: Report was submitted to the Board prior to the meeting. Jerry asked Bill to check the draft and approved budget to find out why the insurance was reduced. Christy stated that insurance had increased in 2014 by 11% due to a claim and insuring the waterslide. Christy stated that Jerry had inquired about the private roads and gates to the agent. The agent stated that the association had proper coverage.
- HR Committee: (not active at this time)
- **Old Business to be discussed**
 - Street and Sidewalk Cleaning- Sharon stated that she was awaiting clarification of payment.
 - Golf Cart- Sharon stated that golf cart repair was completed.
 - Pressure Washing- Sharon stated that the breakdown of the cost was \$20 per kiosk. There was a consensus of the board to move forward with the work.
 - Fields- Sharon asked that the soccer field reservation agreement apply to all sports fields in Amhurst Park. There was a consensus of the Board that the agreement applies to all sports reservations. Sharon stated that the fencing should be completed by the end of May. Bill reminded that there should be proper signage that surrounds all areas of the park. Sharon ensured that the signage would be there.

Action Item: Christy- check reserve study update for street, curb and sidewalk cleaning maintenance and report to the board.

Action Item: Sharon- complete kiosk pressure washing.

Action Item: Sharon- implement Amhurst Sports Fields reservation agreement.

- **New Business to be discussed**
 - Flood Zone- Sharon stated she would provide basic information to Jerry for the website regarding the new flood zone areas.
 - Staff Reviews- There was a consensus of the Board to allow for the proposed raise after 90 day review effective April 17 for Monte Brown for an additional \$1.00 an hour as well as an increase of \$1.00 an hour effective May 4 to Alamm Gonzalez.
 - Real Estate Agent Request- Sharon stated that a real estate agent had asked if he could bring a professional photographer to the Resident's Club to take pictures for a client. There was a consensus of the board to allow the pictures with the contingency that the pictures would be given to the HOA for use and not be watermarked.
 - Sidewalks- Israel had expressed concerns regarding the condition of the sidewalks in Newport Park. Sharon stated that she would check into the maintenance responsibility and pressure wash them if it fell under the HOA.

Action Item: Sharon- provide flood zone information to Jerry who will post on the website.

Action Item: Christy- report raise information to HR.

Action Item: Sharon- contact real estate agent regarding decision and obtain pictures.

Action Item: Sharon- pressure wash sidewalks in Newport Park.

- **Association Schedule**
 - Next Scheduled Membership Meeting on May 8, 2014 at 6:30 PM at the Resident's Club.
- **Adjournment Motion (Jerry/Gary) to adjourn meeting at 9:35 p.m. All in Favor. Motion Carries, 5-0.**