



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop
June 12, 2014 at 6:30 p.m.
Residents' Club**

- Resident Open Forum started at 6:30 p.m. There were 9 residents present. Vice President Katherine Sebestyen introduced Commissioner Jim Gray and Officers Malave and Lewis to the residents. Commissioner Gray discussed the development of the Pine Castle Jeep range area and the affects it will have on the increase of homes, people, parks, traffic and commercial industry that he estimates being completed with three years. The resident topics of discussion were the CDD, maintenance of the Newport and Avon wall, covenant enforcement, the hearing and fining committee, feedback from the newsletter, sidewalk cleaning, having too many rules, suggestion form in the newsletter, and trees and shrub trimming by the middle school.
- Establish quorum: Katherine Sebestyen, Christian Lau, Scott Fehringer, Bill Gompel and Israel Collazo were present. Jerry Harris and Gary Schuett were absent.
- Call to Order and Proof of Notice: Meeting called to order at 7:34 p.m. and Proof of Notice verified.
- Approval of Prior Monthly Workshop Minutes: **Motion (Israel/Christian) to approve the May 8, 2014 Board Meeting Minutes with corrections provided by Jerry Harris. All in Favor. Motion Carries, 4-0.**

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

- Community Director's Report (Sharon Eichorn):
Sharon stated she had distributed the May and June report prior to the meeting and asked if there were any questions. Sharon had stated that a new survey was needed in order to install the gates at Amhurst Park in order to obtain a permit. Sharon stated that she would submit bids to the Directors.
Sharon stated that Splish & Splash was asking if they could conduct a Swim A Thon for the Baby DJ charity at the Resident's Club pool. She stated they would follow the same plan as last year and it will be held of August 2. **Motion (Bill/Israel) to allow for Splish & Splash to utilize the Resident's Club pool for a Swim A Thon to be held on August 2 under the same rules and guidelines as the previous year. All in Favor. Motion Carries, 4-0.**
Sharon recommended to the Board that ant control be added for the parks in Amhurst that are not included in the contract. **Motion (Bill/Christian) to amend the 4 All Seasons pest control contract to include the play areas in Amhurst Park to treat for fire ants at an additional \$2300 annually. All in Favor. Motion Carries, 4-0.**

Action Item: Sharon- collect survey bids and distribute to the Directors.

Action Item: Sharon- allow for the Swim A Thon event and the set up work that it entails.

Action Item: Sharon- contact 4 All Seasons for the ant treatment in Amhurst Park play areas.

- 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 stated that all of the adjustments were made to the financials as suggested by the auditor. She stated that the final audit would be completed and distributed within the week.
Christy reported on some of the landscaping meeting highlights and the introduction of Tom MacCubbin. Christy gave a status report on the 26 violations sent to the attorney with 11 being closed. She also stated that there would be recommendations at the July meeting concerning sod accounts still in violation.

Action Item: Christy- forward final audit to the Directors once received.

- Committee Updates (to be provided via email, prior to the meeting).
- Amenities: Report provided to the Board prior to the meeting. Katherine stated that the Amenities Committee recommends utilizing Tom MacCubbins services on a quarterly basis at \$100 an hour with the approximate cost of \$500. **Motion (Bill/Scott) to utilize the landscaping consulting services of Tom MacCubbin on a quarterly basis at \$100 an hour. All in Favor. Motion Carries, 4-0.**
- Katherine stated that the Amenities Committee recommended that the cost to rent the room at the Resident's Club be lowered to \$20 per hour during business hours from Monday – Friday with this fee including the cost of a security guard at \$14 per hour, minimum being three hours, the weekend as well as after business hours during the week being lowered to 150.00 per hour, minimum 4 hours, including security, deposit of \$250 and one million in liability insurance. **Motion (Scott/Bill) to accept the recommendation of the Amenities Committee to lower the Resident's Club room rental to \$20 per hour during business hours Monday – Friday and \$150 an hour after business hours and on weekends which will include the cost of the security guards, insurance, and deposit as well as hourly minimums. All in Favor. Motion Carries, 4-0.**
- Katherine stated that the Committee recommends adding the drop cameras to the rental room. Sharon stated the cost of the two cameras totaled \$400, the monitoring an additional \$200 annually and the cost of the signage wouldn't exceed \$250. **Motion (Bill/Israel) to purchase, install and monitor cameras and necessary signage per the Amenities Committee recommendation. All in Favor. Motion Carries, 4-0.**

Action Item: Sharon- change process for room rental as directed.

Action Item: Sharon- purchase cameras, monitoring and install signage.

- ARC: Report provided to the Board prior to the meeting. Katherine stated that a complaint had been received by the Board from a resident regarding the actions of one of the members of the ARC. There was a consensus of the Board that the Board should not get involved at this stage as the extent of ARC members' authority were explained to the member and the member was not voting on any issues pertaining to this property.
- Communications: Report was submitted to the Board prior to the meeting. Monte stated that the July newsletter was on track to be delivered by the end of June.
- Contracts: Israel gave an overview of the members serving on the Committee.
- Engineering: (not active at this time)
- Finance: Report was submitted to the Board prior to the meeting. The Treasurer, Scott Fehringer gave an overview of the financials.
Scott asked for Keshia to provide a breakdown for the bank fees.
Scott inquired about the CDD paying for the Warwick gate replacement. Sharon stated that the CDD was working on a new agreement with the HOA. There was a consensus of the Board to revisit once they receive the agreement.
Scott had stated that he had submitted his resignation as Treasurer to the President but agreed to stay on until a new Treasurer could be appointed.

Action Item: Christy- ask Keshia to send Scott a breakdown of the bank fees and the purpose.
Action Item: Sharon- provide new proposed CDD/HOA agreement to the Board.
- HR Committee: (not active at this time)
- Old Business to be discussed
 - Street & Sidewalk Cleaning (Gated)- There was a consensus of the Board to include in the 2015 operating budgets for the gated communities.

Action Item: Sharon: include the cost of pressure washing in the 2015 operating budget and complete in the first quarter.
- New Business to be discussed
 - Lounge Chairs- Sharon informed the Board that there was a need to increase the number of lounge chairs at the pool based on attendance.

- Lane Markers- Sharon stated that there was a need to replace 3 lane markers. **Motion (Israel/Bill) to replace three lane markers at the total cost of \$1500.00 as recommended by Sharon. All in Favor. Motion Carries, 4-0.**

Action Item: Sharon: purchase and install lane markers.

- Association Schedule
 - Next Scheduled Membership Meeting on July 10, 2014 at 6:30 PM at the Resident's Club.
- Adjournment **Motion (Bill/Scott) to adjourn meeting at 9:11 p.m. All in Favor. Motion Carries, 4-0.**

APPROVED