

# VISTA LAKES

## Meeting Minutes

Board Workshop

February 12, 2015

**Open Forum:** All Residents Welcome 12 Attendees

*Speaker: Bennie Hichez, 8769 Warwick Shore Xing addressed the Board with concerns about flooding in his yard. Hichez stated the flooding was caused by his neighbor's yard drainage. Hichez reported the neighbor, Karium Edwards, 8762 Warwick Shore Crossing had unapproved artificial grass, fill dirt and drain installation. Hichez reported city code enforcement issued violations on neighbor's property and asked if the HOA would partner with code enforcement. Jerry Harris reported the Association does not join forces with city in violation matters. Hichez asked what the next step in the HOA procedure is. Monte Brown, ARC administrator reported two violation notices had been sent to the owner as of Feb. 11, 2015. The two notices were a final violation notice for the unapproved installation of artificial grass and the first notice for the unapproved installation of elevated sod. It was explained the ARC approved the French drain application as it was submitted. Brown stated covenant enforcement policy and procedures would be followed.*

*Speaker: Karium Edwards addressed the Board that it was not his intention to cause Hichez hardship. Edwards stated that he has obtained legal counsel as the violations existed when he purchased the home. He stated his goal is to continue to seek resolution to the satisfaction of all but needs time to make it happen.*

**A/I:** *Ean Fiske: Waverly gate repairs, Requested HOA to install camera on HOA property at gate. Board directed Sharon to obtain cost proposals for camera and monitoring service. Board discussed getting opinion from attorney prior to a decision. The procedure about making changes and cost assessments was discussed.*

*Toni Campbell: Addressed the Board that she had 44 signatures of residents behind the Waverly gates in support of camera installation.*

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**Meeting called to order by: Jerry Harris, President**

Time: 7:25PM

Note Taker: Sharon Eichorn, Community Director

Quorum established 7/7 Board members present, President/ Jerry Harris, Vice President/ Katherine Sebestyen, Secretary/ Gary Schuett, Treasurer/ Scott Fehringer, Member/ Izzy Collazo, Member/ Karl Brown, Member/ Christian Lau

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**Proof of Notice:** Asked by Jerry Harris, confirmed by Sharon Eichorn

**Approval of prior Meeting Minutes Dated January 8, 2015**

No comments or corrections, Karl Brown made motion to accept minutes, second by Jerry Harris, all in favor, minutes approved.

**Reports:**

**Community Director,** Sharon Eichorn sent report to the Board and Coordinator prior to meeting. Sharon stated the information about collections would be provided in a report from Craig Rastello and would be emailed upon receipt. No questions about report.

**Community Coordinator,** Monte Brown sent report out to board and Community Director prior to meeting. Christian asked if ARC compliance inspection were caught up. Monte stated he was completed through September. They have 1 year after approval for a compliance inspection which leaves 4 months October through January to be inspected. Monte reported the communications committee decided to have PIP Printing to handle the mailings of the newsletter which would be an annual cost savings of \$6,015. Jerry stated he would provide PIP the mailing list upon the PIP signing a confidential agreement to protect the list from being shared or sold. Brown stated per MacCubbins there was no need to suspend violations for sod in winter months. Sod can be purchased and planted. Jerry Harris made motion to reactivate sod violations year around, second by Gary Schuett, all in favor motion passed.

**Amenities:** Carol Schuett sent report out prior to meeting. Amenities Committee met on Feb. 3<sup>rd</sup>. All rules associated with amenities were reviewed and approved with following changes: Clubhouse rental was changed to a minimum of 4 hours. Requirement for liability insurance and 2 week notice remained in place. C. Schuett recommended that an approved review date be added to all rules annually insuring rules are up to date. All outdated forms from Splish and Splash and the swim will be removed. Splish & Splash and Stone Crabs were recommended and accepted by Board to repeat the same schedule's as 2014. Splish and Splash was denied a request to hold lessons on Sundays. Saturday lesson until noon are permitted.

**Pool Hours 2015 recommendation:** January/February will continue Sat and Sun only 10am-4pm. March daily- 10am-6pm, April and May daily 10am-7pm, June through August daily 9am-8pm, September daily 10-7, October daily 10-6pm, November/December Sat. and Sun only 10am-4pm.

Tom MacCubbins' landscaping report will be presented by Monte to the Board going forward after Servello and 4 All Seasons has responded to the recommendations by MacCubbins.

All recommendations made to the Board by the Amenities committee were accepted and agreed upon by the Board.

**A/I: ARC: ARC Changes:** Jim Shelton introduced Mary Ann Abernathy and recommended that she be approved as an ARC committee member. Board consideration was with no objections. Jerry thanked Mary Ann for stepping up and filling one of the two positions opened. Karl Brown is also considering

volunteering as a member. Shelton presented a list of draft change for the ARC guidelines. Hard copies of the drafts for Board members to review will be printed for pick up at the pool office. Sharon will notify Board when available. It was decided that a special meeting would be scheduled as opposed to added ARC guideline review to reviewing during a regular monthly Board workshop. K. Brown thanked Shelton and expressed the amount of worked that had been done and the importance of the ARC guidelines to maintaining the community. Harris also thanked Shelton for the same.

**Communications:** Jerry reported the April Newsletter is underway.

**Finance:** Scott Fehringer, Treasurer reported a \$142,000 positive income vs. debt at the end of January. Fehringer explained the higher income is due to timing of collection in the first month of the quarter. Craig Rastello, CPA reported he would be meeting with PNC to hear about PNC offerings of investments. Fehringer reminder Rastello there is a \$3k account left from construction that needs to be considered to be moved to an investment account.

**Old Business:**

**A/I: Amhurst Park:** Eichorn OCPS is meeting on Feb 24<sup>th</sup> to sign soccer field agreement. 4 Bids were presented by M. Brown for the removal of sod and finishing of areas dividing soccer fields. Doug Chapman's bid of \$3,850 was considered. M. Brown is to ask about thickness of concrete slab and Eichorn is pricing installation of benches for consideration at the March meeting.

**Newport Irrigation** leak repair cost: Eichorn stated the amount of repair will be deducted from Servello billing in an attempt to recover from their failure to recognize the leak causing a wash out of the ground under the playground surface.

**A/I: Curb & gutter pressure washing:** Eichorn to verify cost is not part of reserve funds but operating and funds are available. Item tabled until the March meeting.

**A/I: Staff Reviews:** Admin pay recommendations will be reviewed separately. Pool staff/ Pay recommendations for Patrice McWilliams to \$12.00 per hour and promoted to Pool Staff Supervisor, Sorondo and Ayla shift guard supervisors to be \$11.25, Kocol to \$10.50, entry guard pay to \$10.00 per hour with no 90 day increase. Motion to approve pool staff pay recommendations was made by Jerry Harris and second by Scott Fehringer, all in favor, motion approved.

Maintenance staff: Eichorn recommendation an increase in pay to \$16.50 and to promote Greg Blackwell to maintenance supervisor, a 25 cent per hour raise was recommended for Alamm Gonzalez increasing him to \$15.25 per hour, Jerry motioned to approve, Christian second it, all in favor, motion approved.

**New Business:**

**A/I: Board Education Requirements:** Eichorn to send new Board member Karl Brown information on required class for Board members and paper work to meet state guidelines.

**Speed Bumps:** Eichorn stated Central Park wants to donate 2 speed bumps for the incoming lane of Passiac Parkway. The motion to accept two speed bumps from Central and to purchase 4 speed bumps not to exceed \$1,272 to be placed in the amenities parking lot was made by Jerry Harris and second by Karl Brown. All in favor, motion approved.

**Splish and Splash and Stone Crabs programs:** Reported earlier in amenities report.

**Elementary School Teacher Request:** Request to allow teacher to run tutoring business on Saturday mornings in clubhouse was discussed. A board member failed to make a motion in support of request. Request denied.

**Attorney Request:** Request by owner to negotiate a reduction in payoff after failure to complete payment plan was discussed, Board denied request, amount due in full. 8710 Saratoga #103, Board advised to follow same procedure as previous unit foreclosed on in Horizons Condos.

**Audit Committee Request:** Board member Gary Schuett inquired if there was a Board interest in forming an audit committee to assess the transition to in-house management. After much discussion and questions the Board agreed to table the discussion until transition was further along.

**Welcome Package:** Sample was given by Sharon to Jerry for review. A suggestion to add information of quarterly assessments and mailing address was made by Craig.

**Events:** Permission to have a Jazz Night party Sept. 19th instead of 3 summer dive-in movies and 3 DJ summer Pool parties (Agreed to by Board).

**Adjournment:** Jerry made motion to adjourn, second by Christian, all in favor meeting adjourned at 10:15pm.

**Next Meeting March 12, 2015**