



Vista Lakes Community Association, Inc.

**Board of Directors
Meeting October 8, 2015
Minutes by Sharon Eichorn, Community Director**

Resident Open Forum

Nine residents in attendance

Topic: Moonlight Jazz event was a success. Comments were good attendance, nice decorations, good

food and drink and excellent band.

Topic: Developers plan for Vista Park Development was discussed. Several residents voiced concerns about the impact it will have on traffic, schools and roads. Meeting dates were announced. Ron Cumello and Frank Sebestyen answered residents' questions.

Topic: Ron Cumello presented handout listing concerns in his opinion of the current state of the Association. Katherine stated the goal of in house management was not in an effort to save money to provide better owner and resident service. First year startup cost should be reduced next year. Several comments were made about the challenges of the TOPS system performing correctly and the data turned over from Leland.

Topic: CDD will have onsite maintenance in place by January 1, 2016 or before.

Topic: Resident complaints about the traffic on Chickasaw. Katherine stated she would follow up with the traffic control office and request a traffic study.

Establish Quorum: Present were Karl Brown, Scott Fehringer, Gary Schuett and Katherine Sebestyen. Absent were Israel Collazo, Jerry Harris, and Christian Lau

Call to Order and Proof of Notice: Meeting was called to order at 7:00 PM by Vice president Katherine Sebestyen. Proof of notice was verified by Sharon Eichorn.

Approval of Prior Meeting Minutes

Motion was made by Karl Brown to approve the minutes for September 17, 2015 without changes or corrections. Motion seconded by Scott Fehringer, all in favor, minutes approved.

Community Director's Report: Sharon Eichorn stated she sent out her report prior to meeting and asked if there were any questions. Sharon stated there were four participants signed up at this time for Halloween Trunk or Treat but 50 invites were sent out to local businesses. A date other than October 31 may be considered in the future to avoid conflicts with other events so that more businesses might attend event. Katherine Sebestyen and granddaughter has volunteered to help at the events.

Community Manager's Report: Monte Brown stated he sent his report out to the Board prior to the meeting. He asked for any questions or comments. Monte stated 4 All Seasons had sold the company to Arrow Pest Control and there were no anticipated changes.

Resident asked about possible Red Maple disease. Monte will follow up with Tom MacCubbins for information and advice. Scott asked about the mailing address data base in TOPS being reliable.

Sharon

stated she was ordering the Orange County Property Appraisers mailing list to cross reference with TOPS and will note owners with mailing addresses that differs from TOPS. Sharon suggested before mailing to an

address different from Vista Lakes records that we should check with legal counsel to verify we can mail to a different address. Sharon pointed out that our documents state it is the responsibility of the owner to provide a mailing address and notification of any changes. The Board consensus was to check with attorney.

Monte presented list of violations that were ready for attorney action consideration. Board approved and instructed Monte to send ten files to be sent to attorney. Board approved five requests for extension due to individual circumstances.

Committee Updates

Ad-Hoc (Vista Park Development) - Five-page information packet provided by committee was mailed by HOA office staff to all owners in Vista Lakes. Frank Sebestyen will discuss involvement with Tivoli Gardens. Karl Brown complimented committee on organizational effort to represent concerns about development. It was added that a berm and wall will separate Windsor from a four lane road.

Katherine Sebestyen will call traffic department to request a traffic study on Chickasaw due to heavy traffic and congestion.

Amenities- Chairperson, Carol Schuett requested approval for a "Yard of the Quarter" contest starting in January 2016. Carol presented guidelines for a "Yard of the Quarter Committee to use. The approval request included a winning prize of \$50.00.

Scott Fehringer made motion to approve "Yard of the Quarter" program using the guidelines presented by Carol. Karl Brown Seconded the motion, all in favor, motion approved.

ARC- ARC- Committee report was sent to the Board by Jim Shelton prior to meeting. Twenty applications were approved and one was denied. Monte is to do compliance check of previous denial of metal awning to be removed within 30 days.

Communications- Communications report was sent to the Board by Jerry Harris prior to the meeting. October newsletter was distributed. Newsletter included two-page report (provided by AD Hoc Committee) on Vista Park planned development. Jerry reported web usage last month was largest growth in the past year.

Finance- Craig Rastello presented financial statement with adjustments. Scott reminded Craig that reserve amount needed to be moved from operating to the reserve account. Craig stated he will transfer the monies.

Sharon updated the Board that she spoke to the auditor during the week. The auditor had sent Craig an email on October 5th requesting reconciliation of the bank and book account balances. Craig reported there was a bank statement outstanding that had been requested from BB&T. Auditor stated the audit should be completed within a few days of receiving draft request response.

Sharon will check with Craig to verify the CDD has reimbursed the HOA for the cost of Warwick gate system originally paid for by the HOA.

Sharon accepted responsibility of managing "Calendar of Important Association Ron Cumello questioned status of "intent to lien" from transition from Leland. Cumello stated collection policy needs to be caught up and strictly followed. Ron stated clarity of employee responsibilities needs to be identified to follow policy. Dates" including due dates for audit and coupon books.

Ron agreed to make adjustments to balance the budget and prepare it for approval at the Annual Meeting October 20, 2015. Assessments will not go up in 2016. Ron stated expenses were up and the budget was tighter for 2016. Ron walked Board through changes noting salaries were rolled into one line as done previous to last year's budget to simplify. Maintenance salaries are up due to severance of 60/40 split with CDD. Maintenance will be 100% HOA cost with some offset by cancelling pool cleaning contract and bringing pool cleaning in house.

Sharon requested approval for \$580.00 total pool school cost for two maintenance men.

Scott Fehringer made a motion to approved the cost of \$580 .00 for training and certification. Karl Brown seconded the motion, all in favor motion approved. Maintenance men will attend classes in November or December. Sharon stated Spies will assist in onsite training of equipment.

Ron reminded the Board that the road reserves in the capital budget needs to be considered this upcoming year. Cumello noted the road surface was increasingly deteriorating.

Old Business: Changes to job descriptions with additional requested information will be sent to Alpha Staff for updating. Sharon stated job descriptions should be ready by December meeting.

Upcoming election: Karl Brown will host "Meet the Candidate Night" if Izzy Collazo is not available on October 13th, 2015 at 6:30pm.

Adjournment

Next Meeting: Annual Meeting October 20, 2015.

Next Board Workshop November 12, 2015.