

**VISTA PARK VILLAS**  
**CONDOMINIUM ASSOCIATION**  
**ORGANIZATIONAL MEETING**  
**OF THE**  
**BOARD OF DIRECTORS**  
**July 24, 2018**

**\*\*\*M I N U T E S\*\*\***

The Organizational session meeting of the Board of Directors of Vista Park Villas Condominium Association was called to order at 5:30 p.m. Directors present were Lorena Rosas, Robin Clift, Linda Trettin and Jonny Sensenbaug. Clarence Mauhili arrived at 6:00 p.m. Danielle Mancini was also present representing HOA Services.

Guest owners in attendance - Rick Trettin, Dave Barry, Janet Campbell, Patrice Correy, Michael Janak and Jessica Sensenbaugh.

**OPEN FORUM** – Items discussed, owner violations, irrigation repairs needed, gate repair at 1117 Madera, an a/c architectural submission, refurb work regarding missing lights and screen door removals and parking lot number re-stenciling in some areas.

**ELECTION OF OFFICERS –**

President – Linda nominated Lorena Rosas, Lorena accepted nomination, Robin seconded the motion, all in favor, no opposed, motion carried.

Vice President – Linda nominated Robin Clift, Robin accepted nomination, Lorena seconded the motion, all in favor, no opposed, motion carried.

Treasurer – Robin nominated Linda Trettin, Linda accepted nomination, Lorena seconded the motion, all in favor, no opposed, motion carried.

Secretary – Clarence nominated Jonny Sensenbaugh, Jonny accepted nomination Robin seconded the motion, all in favor, no opposed, motion carried.

Director – Clarence agreed to hold the remaining open position on the Board. All were in favor, no opposed, motion carried.

**MINUTES** - The minutes of the regular session meetings held on April 23<sup>rd</sup> and May 22<sup>nd</sup>, 2018 were then reviewed. Linda made a motion to approve both months, Lorena seconded the motion, all in favor, no opposed, motion carried.

**FINANCIAL STATEMENT** - The April financials are still not correct but the errors will be taken care of on the May financials which we should be able to see at the August meeting. Linda stated that she has access to both bank accounts so she can see everything being done and she is pleased to announce that all the invoices are being paid and all auto pays are in place moving forward. She announced that the bank balance as of July 22<sup>nd</sup> in operating is \$86,601.45 and in Reserves \$156,770.65.

Delinquencies were then discussed. It was duly noted that owner #4 and #11 are making payments on their delinquency. Owner #8 is paid in full. Owner #7 was paid in escrow. Owner #12 needs to have a Pay or Lien letter sent as they are 3 months delinquent. Linda voted to sent to legal, Robin seconded the motion, all in favor, no opposed, motion carried.

**COMMITTEE REPORTS - Architectural** - 1124 Madera Lane is requesting approval to replace their a/c on the roof and their furnace. The Board inquired about permits even if it is just to replace what is there. Mr. Janak stated that he will check into this and if required will provide copies of the permits. Linda made a motion for a conditional approval provided that the permits, if needed, be given to the Association for their records, Robin seconded the motion, all in favor, no opposed, motion carried.

**Landscape** - Landscape Walk notes were duly noted. Linda stated that the Board needs to define personal planting areas more definitively so that owners have a better guideline of the designated areas they can use and keep up. When the revisions are made to the Rules and Regulations this should be included.

Clarence volunteered to become a member of the Landscape Committee.

**Maintenance** - Rick stated that he put the brakes on doing any more light replacements because of complaints of them being too bright. He told Mike to hold off for now.

**Parking** - Committee Chair, Janet Campbell stated that there have not been any parking issues since the June meeting but she has noticed that certain parking spaces have faded numbering that should be re-stenciled.

Janet stated that in speaking with Paula, she is no longer interested in being on the Parking or Security Committees.



**Security** - Although we have not had any serious issues with the pool, it was discovered that a few weeks ago we had some vagrants come directly onto our property from the street and set up sleeping quarters by the pool meeting room. It was suggested that we purchase a Private Property, No trespassing sign in red and white in the proper size with the proper code on it.

A discussion followed about having the sign in Spanish also or one sign in both English and Spanish. In an effort to move this along, Robin made a motion to have one sign made in English and a bid for one in Spanish if we decide later on that we should have one, Linda seconded the motion, all in favor, no opposed, motion carried. Danielle will order the sign.

Jonny stated that he would like to volunteer to join the security committee.

**MANAGEMENT REPORT** - All items were reviewed and duly noted. Linda made a motion to approve moving \$20,000.00 out of Operating and put into Reserves Account, then take \$10,000.00 out of the Contingency balance and split \$5000.00 each between Painting and Plumbing. Robin seconded the motion, all in favor, no opposed, motion carried.

Correspondence was then reviewed. Linda requested that the WEB site address be added to the Escrow Welcome letter so that new owners know about it. Letters about cable wires were also discussed and that the contractors need to be reminded that they must be removed when they refurb the building. Danielle asked about the cables around building 1217-1223 Mariposa Court Building. Clarence lives in that building and he will check on the wires and see if they can be run differently to be in compliance.

It was duly noted that the extra trash pick-up on Mariposa Court began at the end of May. Clarence expressed his feelings that the extra pick up was not necessary.

**UNFINISHED BUSINESS** - Clarence then made a motion to continue pool gate card suspensions for any owners still not in compliance with the Rules and/or delinquent, Robin seconded the motion, all in favor, no opposed, motion carried.

The Roof Inspection bid from Precision Home Maintenance was then reviewed. To clarify the bid includes one bag of trash per building. Linda made a motion to approve bid, Lorena seconded the motion, all in favor, no opposed, motion carried.

Linda explained to the new board members that this must be done on a regular basis per our CertainTeed warranty on the roofs.

LED Lighting – A fixture was found for a dusk to dawn with photo cell in lower wattage for \$160.00 per fixture including shipping. These fixtures last a long time. Clarence stated that he thinks that cost is really high and thinks we can find a LED fixture of a different type that only the bulb needs to be replaced if it goes out. Decision will be tabled so Clarence can look into different types of fixtures and report back at the August meeting.

**NEW BUSINESS** – Bemus bid to replant 2 totally bare areas at 1142 and 1119 Madera Lane reviewed. It was agreed that the area in front of 1119 needs the larger plants to survive. Lorena made a motion to approve the bid using the 15-gallon plants at 1119, Linda seconded the motion, all in favor, no opposed, motion carried.

The high priority tree trimming bid from Bemus was then reviewed. Clarence thinks it is too high and wants more bids. It was explained that other bids were gotten in the past and we still get the best deal from our landscapers. Robin made a motion to approve the Bemus bid to get this high priority trimming done asap, Lorena seconded the motion, all were in favor, except for Clarence who abstained from voting, motion carried.

No action will be taken on the final tree bid which is not a high priority. Clarence was asked to get additional bids for that tree bid and then bring them to the August meeting so a decision can be made at that time.

It was agreed that Amendments and Additions to the Rules and Regulations will take a lot of time and should be done at a duly held special meeting of the Board. At this time this will be tabled.

With no further regular business to discuss, the meeting was adjourned to executive session at 7:55 p.m. to discuss a member discipline matter and a legal issue.

*Approved:*

*Tommy SENSENBALGH*

*9-4-18*



June  
was Annual  
Meeting

Minutes not approved

# VISTA PARK VILLAS CONDOMINIUM ASSOCIATION

Board of Directors Meeting  
May 22, 2018

## \*\*\*MINUTES\*\*\*

A regular session meeting of the Vista Park Villas Board of Directors was called to order at 5:35 p.m. Directors present - Lorena Rosas, Linda Trettin and Janet Campbell. Robin Clift and Paula Dreyfuss were absent. Danielle Mancini was also present representing HOA Services.

Guest Owners Present were David Barry, Rick Trettin and Johnny Sensenbaugh.

**OPEN FORUM** - Dave inquired about the change in Management and Johnny was present to observe and present an architectural request to the Board. Rick reserved his comments for his maintenance committee report.

**MINUTES** - The minutes of the April 23, 2018 regular and executive session meetings were reviewed. The regular session minutes had several corrections so approval of them is not given at this time. The executive session minutes had one addition in paragraph six to add the words without notice after towing. Linda made a motion to approve the Executive Session Minutes with that one change, Lorena seconded the motion, all in favor, no opposed, motion carried.

**FINANCIAL REPORT** - The April, 2018 financial statement was reviewed. Linda pointed out several errors that would not allow her to accept them. She will speak with Property Advantage about making the corrections. Approval of the April financials will be tabled at this time.

Delinquency Report was then reviewed. After considering an owner request to waive fees added to his account for a very delinquent account that has now been paid in full, Lorena made a motion to deny the request, Janet seconded the motion, all were in favor, no opposed, motion carried. Linda stated this owner was given a courtesy call back in December but the account was never brought current at that time.

**COMMITTEE REPORTS - Architectural** - The Board reviewed Johnny Sensenbaugh's request to install some cinder blocks and plants at his front door. Janet made a motion to approve his request, Lorena seconded the motion, all in favor, no opposed, motion carried.

**Landscaping** - The May walk notes were duly noted. This walk was mainly to look at trees with an arborist from Bemus Landscape. He is going to prepare a report and prioritize what needs trimming, removing, can pose a danger and what seasons things should be done so that the Board can decide accordingly.



The Bemus bid for Lantana to fill in and complete the entire bank that runs along the greenbelt and ends at 1163, which also includes replanting by 1181 Madera was reviewed. Linda made a motion to approve this bid, Janet seconded the motion, all in favor, no opposed, motion carried. The next Bemus bid was for irrigation corrections/additions in this same area. Lorena made a motion to approve, Janet seconded the motion, all in favor, no opposed, motion carried.

**Maintenance** – Rick stated that the LED Lighting was ready to install but the poles still need to be marked with the configuration you want so that Mike can be shown exactly what is needed and there will be no room for error. It was agreed that to swap out the adaptors that were installed in error should not cost more than \$50.00 each. Danielle will inform Mike and ask him to get in touch with Rick, so he can show him exactly what needs to be done

**Parking** – Janet stated that they have a new man at Western Towing that has the late shift. She is gathering information for him so he knows what is expected. She is having a little trouble with the truck from 1213 Mariposa who sometimes uses the guest spaces and sometimes has a disability placard on it and sometimes not but they need to be told that they can not use guest parking unless they get an overnight permit. Danielle will write them a letter warning them that this is cause for immediate towing.

Janet also stated that the Rules and Regulations have to be amended to address POD's for moving and storage.

**MANAGEMENT REPORT** – Danielle reviewed her report and all items were duly noted. It was agreed that no fees will be waived on the owner still on a payment plan. It was also agreed that the 4<sup>th</sup> pick up date for the Mariposa dumpster site will be Tuesday.

**UNFINISHED BUSINESS** – Linda made a motion to suspend pool key cards for everyone who is delinquent and not in good standing with the Association, Janet seconded the motion, all in favor, no opposed, motion carried.

Precision Home Maintenance's LED lighting pricing was previously approved and earlier in the meeting \$50.00 was the agreed price for him to swap out the adaptors that were installed incorrectly.

**NEW BUSINESS** - It was agreed that we have a need for a security committee on-site to monitor the cameras for the pool. Warm weather is upon us and bad things start to happen with that pool gate. Janet and Paula both have volunteered to be on this committee.

The purchase of fire tablets for members of the Board that do not have one was discussed. Linda stated that they would cost about \$40.00 each and that for now, two should be enough. This would cut down on copy costs because everyone would receive their board packet via scan to the tablet and bring the tablet to the meeting instead of a

packet of papers. Everyone was in agreement for Linda to purchase two. It was also agreed that any board member given a tablet is responsible for it. If it is damaged, the first time the Association will repair/replace it but if it damaged a second time, the board member will be responsible for the cost to repair/replace it.

It was agreed that moving forward the meeting day will now be Tuesday and that for the next few regular session meetings, they will be held on the fourth Tuesday due to summer vacation plans.

The Annual Meeting will be held on Saturday, June 9<sup>th</sup> at 11am and if there is no quorum it will be adjourned to Tuesday, June 26<sup>th</sup> at 5:30 p.m. in the pool meeting room. The Organizational meeting will follow immediately after the annual meeting.

There is no executive business to discuss at this meeting so with no further regular business to discuss, the meeting was adjourned at 7:52 p.m.



**Vista Park Villas Homeowners Association  
Regular Session Board Meeting Minutes**

**Monday, April 23, 2018**

***Pool Meeting Room***

**ATTENDANCE:** Directors Present: Lorena Rosas, President  
Robin Clift, Vice President  
Linda Trettin, Treasurer  
Janet Campbell, Secretary

Directors Absent: Paula Dreyfuss, Director-at-Large

Representing Property Advantage: Michael Montgomery, Community Manager

**CALL TO ORDER:** The meeting was called to order at 5:35 p.m. by Michael Montgomery, Community Manager.

**HOMEOWNER FORUM:** Time was set aside for Owners in attendance to address the Board with concerns regarding the community. 2 Owners were present.

**EXECUTIVE SESSION DISCLOSURE:** The Board met in an executive session immediately following the regular session to discuss collections, minutes, and management contracts. The Board had an additional Executive meeting on April 28, 2018 to discuss legal and management issues.

**APPROVAL OF MINUTES:** The Board reviewed the regular session minutes from March 19, 2018.

Upon a motion duly made by Robin Clift, seconded by Janet Campbell and unanimously carried, the Board approved the March 19, 2018 regular session minutes.

**FINANCIAL REPORTS:** The Board reviewed the provided financials from March 2018. Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board approved the February and March Financials.

**COMMITTEE REPORTS:**

Architectural Committee:

None at this time.

Landscape Committee:

The Board reviewed a Bemus proposal for \$375.39 to repair a valve near 1112 Madera Lane. The proposal was unanimously approved.

Maintenance Committee:

The Board reviewed a proposal submitted by Mike's Precision for installation of exterior light fixtures. The proposal was accepted to convert two poles to LED lights fixtures. One pole in the grassy area between the entrance parking and the pole gate and the other pole near the sidewalk between the 1200 and 1208 buildings was identified for LED retrofit with three LED lights added per pole. Claytor Construction didn't resubmit a prior bid as requested.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and the proposal was

unanimously carried.

**Parking Committee:**

The Board discussed parking issues and the courtesy notice process.

**NEW BUSINESS:**

**LED Lights:**

The Board discussed the increase in price of the LED lights.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved to purchase the lights at up to \$175 per light.

**Large Item Pickup - Debbie:**

The Board reviewed Debbie O'Dell's proposal to remove bulky items from the dumpster areas at \$40 per trip.

Upon a motion duly made by Janet Campbell, seconded by Linda Trettin and unanimously carried, the Board approved Debbie O'Dell's proposal.

**Building Renovation:**

The Board discussed the proposal from Coastline Construction to renovate the buildings 1125 Madera Lane and 1210 Mariposa Court.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift, and unanimously carried, the Board approved the proposal from Coastline Construction.

**Building Renovation - Painting:**

The Board discussed proposals from Dynamix and HM Painting to paint the buildings at 1125 Madera Lane and 1210 Mariposa Court.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas, and unanimously carried, the Board approved the proposal from Dynamix Painting.

**Trash Pickup Days Increase:**

The Board discussed increasing the trash pickup for the dumpster on Mariposa Court by 1 day per week at the cost of \$91.00 more per month.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift, and unanimously carried, the Board approved the extra pickup day, with the additional day being Tuesday.

**DATE OF NEXT  
MEETING:**

The next regularly scheduled Board meeting will be held on Monday, May 21, 2018 following the Annual Meeting.

**ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 6:27 pm.



**Vista Park Villas Homeowners Association  
Regular Session Board Meeting Minutes**

**Monday, March 19, 2018**

***Pool Meeting Room***

**ATTENDANCE:** Directors Present: Lorena Rosas, President  
Robin Clift, Vice President  
Linda Trettin, Treasurer  
Paula Dreyfuss, Director-at-Large  
Janet Campbell, Secretary

Representing Property Advantage: Michael Montgomery, Community Manager

**CALL TO ORDER:** The meeting was called to order at 5:46 p.m. by Lorena Rosas, Board President.

**HOMEOWNER FORUM:** Time was set aside for Owners in attendance to address the Board with concerns regarding the community. 5 Owners were present.

**EXECUTIVE SESSION DISCLOSURE:** The Board met in an executive session immediately following the regular session to discuss collections, minutes and the management contract.

**APPROVAL OF MINUTES:** The Board reviewed the regular session minutes from February 28, 2018.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved the February 28, 2018 regular session minutes.

**FINANCIAL REPORTS:** The Board reviewed the provided financials from February 2018. Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board tabled the financials pending further investigation.

**COMMITTEE REPORTS:**

**Architectural Committee:**

None at this time.

**Landscape Committee:**

None at this time.

**Maintenance Committee:**

The Board reviewed proposal submitted by Claytor Construction for installation of exterior light fixtures and other miscellaneous contract work. Total cost not to exceed \$1,780.00.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board tabled this item to search for better pricing.

**Parking Committee:**

The Board discussed parking issues and the courtesy notice process.

**NEW BUSINESS:**      **LED Lights:**

The Board discussed the option of purchasing LED lights for the association after the price change from the previous meeting.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved the purchase of 6 LED lights at a cost of \$165 each and 1 tenon at a cost of \$79.00. Total cost not to exceed \$1069.00.

**Renovation Selection:**

The Board reviewed options for which units to renovate next.

Upon a motion duly made by Robin Clift, seconded by Janet Campbell and unanimously carried, the Board selected 1125 Madera Lane and 1210 Mariposa Avenue.

**Approval of Liens:**

The Board discussed the application of liens.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board approved to apply a lien to accounts 106600090, 106600130, 106600610.

**DATE OF NEXT  
MEETING:**

The next regularly scheduled Board meeting will be held on Monday, April 16, 2018 following the Annual Meeting.

**ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:04 p.m.

ATTEST: 

DATE: 4/23/18



**Vista Park Villas Homeowners Association  
Regular Session Board Meeting Minutes**

**Wednesday, February 28, 2018**

***Pool Meeting Room***

**ATTENDANCE:** Directors Present: Lorena Rosas, President  
Robin Clift, Vice President  
Linda Trettin, Treasurer

Directors Absent: Paula Dreyfuss, Director-at-Large  
Janet Campbell, Secretary

Representing Property Advantage: Michael Montgomery, Community Manager

**CALL TO ORDER:** The meeting was called to order at 5:33pm by Lorena Rosas, Board President.

**HOMEOWNER FORUM:** Time was set aside for Owners in attendance to address the Board with concerns regarding the community. 2 Homeowners were present.

**EXECUTIVE SESSION DISCLOSURE:** The Board met in an executive session immediately following the regular session to discuss collections, minutes and the management contract.

**APPROVAL OF MINUTES:** The Board reviewed the regular session minutes from November 13, 2017, January 18, 2018 & February 19, 2018.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved the November 13, 2017, January 18, 2018 & February 19, 2018 regular session minutes with corrections.

**FINANCIAL REPORTS:** None at this time.

**COMMITTEE REPORTS:** Architectural Committee:

None at this time.

Landscape Committee:

The Board reviewed several proposals submitted by Holmes Landscape.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board tabled the proposal from Bemus Landscape to replace the large agave plants with purple fountain grass at a cost not to exceed \$88.02.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board approved the proposal from Bemus Landscape to raise the irrigation box at a cost not to exceed \$130.00.

Upon a motion duly made by Lorena Rosas, seconded by Robin Clift and unanimously carried, the Board tabled the proposal from Bemus Landscape for the replacement of the battery operated controller in the island planter at the entrance and adjacent to 1102 Madera Lane at a cost not to exceed \$522.84.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board approved the proposal from Bemus Landscape to replace the gate valve by unit 91 adjacent to the water meter at a cost not to exceed \$823.00.

Upon a motion duly made by Linda Trettin, seconded by Robin Clift and unanimously carried, the Board approved the proposal from Bemus Landscape to repair the controllers per the 1st quarter inspection at a cost not to exceed \$823.00.

**Maintenance Committee:**

The Board reviewed proposals submitted by McKowski's, R&M Construction, and Centerpoint. The matter was tabled until further notice.

**Parking Committee:**

None at this time.

**NEW BUSINESS:**

**Coupon Books:**

The Board reviewed and discussed the matter of having coupon books for the association. The matter was tabled until further discussion.

**LED Lights:**

The Board discussed the option of purchasing LED lights for the association.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved the LED lights at a cost not to exceed \$651.99.

**Financial Audit Proposal:**

The Board reviewed proposals from Sonnenberg and Company and Beck and Company for audit and tax return services.

Upon a motion duly made by Linda Trettin, seconded by Lorena Rosas and unanimously carried, the Board approved the proposal from Sonnenberg and Company, CPAs for audit and tax return services at a cost not to exceed \$1,800.00.

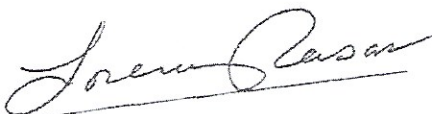
**DATE OF NEXT  
MEETING:**

The next regularly scheduled Board meeting will be held on Monday, March 19, 2018 following the Annual Meeting.

**ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:04 p.m.

ATTEST:



DATE:

3/19/18



**VISTA PARK VILLAS CONDOMINIUM ASSOCIATION**  
**GENERAL SESSION of the BOARD OF DIRECTORS MEETING**

January 18, 2018  
Held at Pool Meeting Room

**CALL TO ORDER:** The meeting was called to order at 5:32 pm

<b>BOARD MEMBERS PRESENT:</b>	Lorena Rosa	President	<b>Others Present</b>
	Janet Campbell	Secretary	Jared Tremonti—Management
	Linda Trettin	Treasurer	Four homeowners were present
	Robin Clift	Vice President	
	Paula Dreyfuss	Director-at-Large	

**ABSENT:**  
**OPEN FORUM:** Homeowner discussed a billing question regarding the Management change.

**MINUTES:** The October 17, 2017 General Session Minutes were not approved at this time due to changes requested by the Board.

**FINANCIALS:** The Board reviewed the provided Financials from September, October and November, 2017. The Board did not accept the provided Financials as they are waiting on a complete review from Management.

The Board discussed with Management several issues that they were concerned with regarding accounting procedures and processes.

**COMMITTEE REPORTS:** Architectural Committee:  
There were no updates at this time

Landscape Committee:  
The Board reviewed the punch list from Bemus Landscaping for the 1/10/18 Landscape Walk Thru.

Maintenance Committee:  
The Board tabled all maintenance proposals until the next Board Meeting.

**NEW BUSINESS:** Parking Committee:  
There were no updates at this time.  
2018 Reserve Study Proposal: The Board reviewed a Level III proposal for the 2018 Reserve Study from Intraspex for \$525.00.

The Board informed Management that they will not require a reserve study analyst as they will review their previous Level I study.

File Storage: The Board discussed its options for storing its files.

Upon a motion duly made, seconded, and unanimously carried, the Board approved having Property Advantage store the Association's older documents at a rate of \$0.32 per box by contracting Corodata.

RV Lot: The Board discussed the status of the RV Lot.

Vendor Discussion: The Board discussed its various vendors and their performance.

Fire Equipment Inspection: The Board discussed the Fire Equipment Inspection performed by 24 Hour Fire Protection along with their proposal for repairs to the equipment totaling \$1,763.16.

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Upon a motion duly made, seconded, and unanimously carried, the Board approved the suggested repairs on the Fire Equipment Inspection for \$1,763.16.

COMPLIANCE REPORT  
ADJOURNMENT

The Board reviewed the Compliance Report and discussed the next actions.  
There being no further business, the meeting was adjourned at 7:28 pm.

APPROVED

\_\_\_\_\_  
Janet Campbell, Secretary

\_\_\_\_\_  
Date

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**VISTA PARK VILLAS CONDOMINIUM ASSOCIATION**  
**GENERAL SESSION of the BOARD OF DIRECTORS MEETING**

November 13, 2017  
Held at Pool Meeting Room

**CALL TO ORDER:** The meeting was called to order at 5:30 pm

<b>BOARD MEMBERS PRESENT:</b>	Lorena Rosa	President	<b>Others Present</b>
	Janet Campbell	Secretary	Jared Tremonti—Management
	Linda Trettin	Treasurer	One homeowner was present
	Robin Clift	Vice President	
	Paula Dreyfuss	Director-at-Large	

**ABSENT:**

**OPEN FORUM:** Homeowner discussed a billing question regarding the Management change.

**MINUTES:** Upon a motion duly made, seconded and unanimously carried, the Board approved the October 17, 2017 minutes.

**FINANCIALS:** The September and October Financials were reviewed by the Board but not accepted as the Board is awaiting a review by Property Advantage.

**COMMITTEE REPORTS:** Architectural Committee:

1. 1223 Mariposa Court – Window removal.  
Upon a motion duly made, seconded, and unanimously carried, the Board denied the application as submitted. They requested that the owner provide further specifications for the windows requested to be installed.
2. 1166 Madera Lane – Security Door.  
Upon a motion duly made, seconded, and unanimously carried, the Board denied the application. The examples used did not make it clear whether the door would be inside or outside of the frame.

Landscape Committee:

1. Appointment – Paula Dreyfuss  
Upon a motion duly made, seconded, and unanimously carried, the Board appointed Paula Dreyfuss to the Landscape Committee.

Maintenance Committee:

1. Light Installation:  
Upon a motion duly made, seconded, and unanimously carried, the Board approved the installation of lights on the poles near the 1181 dumpster and the 1181-1189 building pool-side sidewalk for a cost not to exceed \$150.00 per light.
2. Linda Trettin updated the Board on upcoming projects.

Parking Committee:

There were no updates at this time.

**NEW BUSINESS:**

Plumbing Proposal: The Board instructed having letters sent to the homeowners regarding instructing them to have their fixtures repaired/replaced. Upon a motion duly made, seconded, and unanimously carried, the Board approved a proposal from Hanna Plumbing to replace the pressure regulators and a service call for a total of \$626.00.

Tree Trimming: Upon a motion duly made, seconded, and unanimously carried, the Board approved a proposal from Bemus Landscaping to trim three recommended trees in the community included stump grinding. The total cost for the proposal was \$1,570.00.



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Fire Extinguishers: Upon a motion duly made, seconded, and unanimously carried, the Board approved a proposal from 24 Hour Fire Protection to inspect and service 24 fire extinguishers and 3 fire hydrants at a total cost of \$378.00.

Rodent Control: The Board discussed various methods for helping to control the rodent population.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:45 pm.

APPROVED

\_\_\_\_\_  
Janet Campbell, Secretary

\_\_\_\_\_  
Date

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**VISTA PARK VILLAS  
CONDOMINIUM ASSOCIATION, INC.  
GENERAL SESSION MEETING MINUTES  
OCTOBER 17, 2017**

The meeting of the Board of Directors for the Vista Park Villas Condominium Association was held on October 17, 2017 at the meeting room at the Association's pool.

**Board Members Present:** President Lorena Rosa<sup>S</sup>, Vice President Robin Clift, Secretary Janet Campbell, Treasurer Linda Trettin, and Director at Large Paula Dreyfuss

**Agent in Attendance:** Silva Tetroashvili from MGR Property Management

**Call to Order:**

The meeting was called to order at 5:32 p.m.

**Homeowner Open Forum:**

2 Homeowners present: David Barry and Jessica Sensenbaugh.

The following concerns were addressed:

- 1) Would like community events planned for families with children.
- 2) Issue with a resident not picking after their 2 dogs.
- 3) Community website.

**Approval of Minutes:**

- a. The minutes from the September 19 2017 General Session Meeting were reviewed. Paula made a motion to approve with corrections. Linda seconded. Motion carried unanimously.
- b. The minutes from September 19, 2017 Executive session were reviewed. Paula made a motion to approve. Janet seconded. Motion carried unanimously.

**Financial Statement:**

*Adjusted* The Board reviewed the financial statement for the month ending September 30, 2017. Operating \$45,246.33; Reserves \$595,791.54. Linda made a motion to table it for new management company's review. Paula seconded. Motion carried unanimously.  
*150,000.25*

Delinquency report: Lien/Collections requires board approval.

**Committee Reports:**

- a) Architectural: 1166 Madera, Security screen door. Paula will check on it and provide approval via email.
- b) Landscape: No notes provided from October walkthrough. 1132 Trimmed palm trees.
- c) Maintenance: Janet will remove the bent sign on gate. Issues with shingles at units: 1210 second story, 1121, 1127. Janet will check to confirm.
- d) Parking: No issues.

**Old Business:**

- a) Vote to suspend pool gate cards: Board asked on status of suspension and a fine not on account 1182. Manager will check account.
- b) Meeting Room door estimate: Replace with metal frame. Board will get bids.

**New Business:**

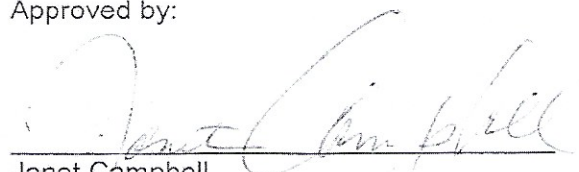
- a) Board Officer Assignment: Janet requested to step down as ARC Chair. Motion made, seconded and unanimously passed to accept Janet's resignation as ARC Chair and appoint Paula as ARC Chair.
- b) Change of Meeting Date discussion: The Board discussed changing Board meeting day to Mondays. All agreed and will confirm with new management company.
- c) Fire Extinguisher Maintenance: The Board reviewed proposal by Miramar in the amount \$228.00. Motion to table it and have management find out when was the last inspection done.
- d) Common Area Concerns: Board discussed the event planning brought up in open forum. Paula made a motion to nominate Owner Jessica Sensenbaugh as Social Committee Chair. Robin seconded, motion passed. Lorena will be the Board Liaison.

**Adjournment:**

There being no further business to discuss, the general session meeting of the Board of Directors was adjourned at 6:44 p.m.

Submitted by: Silva Tetroashvili, MGR Property Management.

Approved by:



Janet Campbell  
Secretary for the Board of Directors for the  
Vista Park Villas Condominium Association, Inc.