

# **VISTA PARK VILLAS**

## **CONDOMINIUM ASSOCIATION**

### **BOARD OF DIRECTORS MEETING**

#### **October 20, 2015**

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

The regular session meeting of the Board of Directors of Vista Park Villas Condominium Association was called to order at 5:40 p.m. Directors present were Robin Clift, Linda Trettin and Jerry Beasley. Janet Campbell and Frank Stellas were absent. Danielle Mancini was also present representing Transcontinental Management, Inc.

Guest owners in attendance were Dave Barry, Rick Trettin, Lorena Rosas and Lynne Fiedler. Owner Ron Kunkel stopped by to drop off a letter from his tenants to explain to the Board what took place and why that resulted in the SWAT team being in the community.

#### **HOMEOWNER OPEN FORUM THEN TOOK PLACE WITH ALL PRESENT.**

Except for Lynne Fiedler all other owners present were there to listen. Lynne was present to complain about the violation letter she received about her tenants. She asked that from now on please notify her right away when a violation is seen and in the future if a letter is to be sent relate to one violation at a time. She also wants to make sure that none of her personal information is published as is referred to in the July minutes. The Board explained that if the July minutes state that they will be changed as the Board has no intention to publish anyone's personal information.

**MINUTES** – The minutes of the August 1 2015 meeting were then reviewed. Linda made a motion to approve the minutes, Jerry seconded the motion, all in favor, no opposed, motion carried. Linda stated that she thought when delinquencies are discussed, parcel numbers are required. This will be looked into this for future reference.

**FINANCIAL REPORT** – The August and September, 2015 financial statements were reviewed. Linda stated that the reserves show that we have at little over \$175,000.00 in reserves but take note that this amount includes the remaining funds for the turf rebate money which will be paid to Bemus this coming month in full, so really we have about \$150,000.00 in reserves. We have no new delinquencies and anyone over a month delinquent have been liened.

Linda then made a motion to accept the financial report, Robin seconded the motion, all in favor, no opposed, motion carried.

**COMMITTEE REPORTS: Architectural** – No new submissions at this time.

**Landscape** – Landscape notes are duly noted. Linda stated that by the end of this year Bemus will be asked to rebid the Association's maintenance contract with them. All plantings should be well established by then and we should be able to see a reduction in the monthly cost. Linda also noted the amount of irrigation repairs we seem to have each month. Rick reviewed these extra charges and suggested we ask Bemus why they are replacing parts with brass rather than plastic which is less expensive. The bid to refurbish the front entrance in everyone's opinion is too high. This will be tabled for now.

**Maintenance** – Rick stated that there are 3 main water shut off's on the property. One is by 1140, one is by 1194 and one is right next to the meeting room by the pool. In case of emergency we need owners to know where these shut offs are. We need volunteers for this. Most likely Janet, Glenda, Dave and Jane will be on board to help out. Tenant at 1127, Guy also volunteered to be called if the water needs to be shut off.

**Parking** – Nothing to report at this time.

**MANAGEMENT REPORT** – Danielle then reviewed her management report. All items were duly noted. It was agreed to send a second letter to those who have not returned the resident/tenant form and/or a copy of their lease if they rent. This letter will state that if they fail to cooperate there will be a hearing and you will be fined and/or have your pool key card suspended. Jerry made a motion to have Danielle send out the second set of letters, Robin seconded the motion, all in favor, no opposed, motion carried.

Nothing came of the letter sent to the past delinquent owner, Mr. Miller. Linda volunteered to research and then do a debtor's inquiry on this past owner. Jerry and Robin were in agreement.

Linda made a motion to move \$20,000.00 from operating to the painting reserve per Danielle's suggestion, Jerry seconded the motion, all in favor, no opposed, motion carried.

**UNFINISHED BUSINESS** – Follow up on Resident/Tenant info and leases were discussed during Danielle's management report.

Robin made a motion to continue pool gate card suspensions for any owners still delinquent in their monthly dues, Jerry seconded the motion, all in favor, no opposed, motion carried.

Linda stated the she has posted the Crime Free Lease Addendum on the web site for those owners who chose to use this. It allows you to break the lease with unsavory tenants but it can also be used as a screening tool when interviewing new tenants. Anyone that may have any criminal record would surely not want to sign this addendum which should send up a red flag to a landlord.

The settlement agreement with owner #0034 has been violated. The tree in the patio was to be removed over a month ago and owner was supposed to be on auto pay by the end of August which still hasn't happened. The Board agreed to give the owner one more week to do both things. If after one week these items are not done per the settlement agreement, the Association will follow through with filing a Breach of Settlement in Superior Court. Robin made a motion to do this, Linda seconded the motion, all in favor, no opposed, motion carried.

**NEW BUSINESS** – The bids from Dynamixs Paint and Coastline Construction to do the next 8-plex building were reviewed. Linda stated that she would like both contracts to be amended to say that they will not use subs and also that they will get any necessary required permits.

If both contracts are put together, the total expense is \$33,550.00. This figure might be less if we do not replace all the light fixtures and Rick can talk to Grant at Coastline about a cheaper way to approach the screening under the eaves. Robin made a motion to approve both bids not to exceed \$33,550.00, Jerry seconded the motion, all in favor, no opposed, motion carried.

It was agreed that we will seek bids from other pool companies to do our monthly maintenance. Robin then made a motion to approve the pool filter tear down bid for \$196.90, Jerry seconded the motion, all in favor, no opposed, motion carried.

With no further business to discuss, the meeting was adjourned at 7:30 p.m.