

**VISTA PARK VILLAS**  
**CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**November 27, 2018**

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

The Board of Directors meeting of Vista Park Villas Condominium Association was called to order at 5:38 p.m. Directors present were Lorena Rosas, Linda Trettin, Robin Clift and Jonny Sensenbaugh. Clarence Mauhili was absent. Danielle Mancini was also present representing HOA Services.

Guest owners in attendance - Rick Trettin and Patrice Corey. Dave Barry arrived very late in the meeting and stayed for a short time.

**OPEN FORUM** – Trash enclosure design, rebuilding and painting was discussed. Dave had a shingle issue to report and the smoke alarm at 1193 is beeping continuously. Danielle will address both issues.

**MINUTES** – The minutes of the regular session and executive session meetings held on October 16, 2018 were then reviewed. Robin made a motion to approve both sets of meeting minutes with the correction of the spelling of Jonny's last name on the regular session minutes, Linda seconded the motion, all in favor, no opposed, motion carried.

**FINANCIAL REPORT** – The October, 2018 financial statements were reviewed. Linda reported that as of October 31st, the operating balance was \$38,928.41 and reserve balance \$166,109.00. She also mentioned that janitorial is running way over budget due to all the special pickups Debbie has had to make.

Linda believes that even with doing the paving work, if we do not have any major plumbing issues, we could get bids to do the next two buildings that hopefully can be done within this budget cycle. Once all major issues are out of the way, possibly as soon as 2020 we can start putting reserve funds in CD's and tiering them to start getting some interest on the money. Linda also stated that on major reserve expenses, she would like a paper check written with two signatures and that before the check is given to the vendor, the work is checked by two board members on-site. All agreed this to be a good idea.



Delinquencies were then discussed. Linda stated that legal was going to send the one large delinquency to the title company to schedule the foreclosure sale. Due to our not having the delinquency list for November and not having a meeting in December, Robin made a motion to send any account to legal that are past due two months or more for a Pay or Lien letter, Linda seconded the motion, all in favor, no opposed, motion carried.

Linda then made a motion to approve the financial report from October, 2018, Robin seconded the motion, all in favor, no opposed, motion carried.

**COMMITTEE REPORTS – Architectural** – No new submissions.

**Landscape** – It was duly noted that we have not received the walk-through notes from Bemus from the November walk, nor the tree treatment recommendations or the bid for the additional trees mentioned on that walk which was to include the large branch that had fallen from the tree near 1118 Madera so that it would be much less expensive than the \$200.00 originally quoted just to remove one large branch.

Linda is still not sure what trimming was already done on the recommended list that Bemus put together and what still needs to be done. Danielle will ask that Chris, the arborist, attend our December walk to clarify the tree trimming and removals.

**Maintenance** – Committee Chair, Rick Trettin stated that he is still working on locking the gate on Arcadia. It has been difficult to set up a camera in that area because someone is always around and we need to first find out who it is that installed their own lock and cut off the fire department lock before we just put another fire department lock, at a cost of \$130.00+, back on it. Once we find out, Rick stated that he has fabricated a mounting for the new Knox lock that will be tamper proof.

**Parking** – Committee Chair, Janet Campbell was not present. No report at this time.

**Security** – Committee Chair, Janet Campbell was not present. No report at this time.

**Rules and Regulations** – Still a work in progress, no report at this time.

**MANAGEMENT REPORT** – All items were reviewed and duly noted. It was agreed that a possible camera at least by the 1146 dumpster enclosure may be something to think about since we can get power to it. As stated before, the budget for Janitorial is over budget due to so many extra trips to the dump to discard large items left at the enclosures. Linda reviewed all the different choices of cameras and what can work best at the enclosure. We can put the purchase and installation of a camera on the agenda for the next meeting to vote on.



**UNFINISHED BUSINESS** – Linda 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 updated parking lot map was reviewed. Lorena pointed out the only change needed is to reverse space 1121 with 1119. Danielle will make that change in readiness for the paving work that will be done in January, 2019.

LED-Lighting – Linda stated that selections of LED lighting is getting better. You can get lower wattages if what we are using now is too bright. Everyone agreed the lighting is fine as it is, just may need some minor adjusting. Presently we are using 150 watts in the parking areas and within the project 100-watt lights. We have two 150 watts in stock and one 100 watts in stock. Jonny made a motion to purchase two more 100-watt lights and four 150-watt lights, Robin seconded the motion, all in favor, no opposed, motion carried.

**NEW BUSINESS** – The legal opinion letter on who is responsible for certain vents was duly noted. Danielle will send out a notice to owners.

The Bemus bid for tree trimming, removals and treatment of trees that are not healthy was not received so therefore tabled until January, 2019.

The bids for the trash enclosures and the repair of the section of wrought iron fencing along Arcadia were also not received so therefore tabled until January, 2019.

With no meeting in December, the next meeting will be held on Tuesday, January 15, 2019 at 5:30 p.m.

With no further regular business to discuss, the meeting was adjourned to executive session at 6:55 p.m. to discuss a legal matter.