



Vista Point Owner's Association

Board of Directors Meeting

June 9 – 12:00 pm

- ❖ Call meeting to order: The following member were in attendance: Karen Adams, Jeffrey Bergeron, Kathy Chisholm, Mike Connelly, and Ken Sauerberg who was a few minutes late. Renate Fleisch and Sue Todd were homeowners in attendance e. Jennifer McAtamney was also present and taking meeting minutes.
- ❖ Approval of Minutes:
 - /M/S/P: Karen/Jeffrey: 2-0/2 abstain because they were not present.
- ❖ Report of Officers: None
- ❖ Report of Committees:
 - Work Day/Landscape Committee: Here is a recap of yesterdays pre-cleanup day walk thru.

Vista Point Sign Area

- Weed and Trim existing plants and shrubs
- Plant Perennials (Karen will provide)
- Mulch (Ken to provide mulch)

Culvert on Path

- Remove some of the existing rock (Ken will mark area with spray paint)
- Lay a fabric barrier (Ken to provide)
- Fill with Rock

New Trees on Path

- Circle with Rock
- Fill with Mulch

We are contacting Peter Joyce for permission to remove rock from lot at 27 Sheppard and store mulch on lot at 130 Rachel, Karen will contact P and A Trees for delivery of mulch hopefully to be stored at 130 Rachel.

Projects that can be completed before clean-up day.

- Start bringing rocks to culvert area from 27 Sheppard
- Rock new trees
- Prune existing trees along path and in common areas
- Weed trees that already have rocks/mulch
- Stake pine trees with fertilizer

Fall Project – Plant Daffodil Bulbs at sign area

Possible Benches for that park area at the Y in the path – During the walk through an area was identified where the new fire was created to also add benches in this area. The board was asked to look into this possibility. We have \$1000 in our reserve budget for landscape improvement the board could allocate some of these funds for benches/seats in this area. The Board was unanimously in favor of pursuing this. Karen will do some looking and provide pictures of possible alternatives to the board for a decision.

- Finance:



- Review and accept actual to budget statement: The statement was reviewed in detail with the board. Our dues collections are on track and thus far we have stayed within budget for both snow removal and shoveling. This was very fortunate given the amounts of snow fall we had. We also discussed the budget in terms of landscaping and given the pricing we saw for start up and shut down of systems from other vendors our landscaping budget should be increased dramatically next year.
 - ◆ M/S/P: Ken/Jeffrey Pass 5-0
- ❖ Unfinished Business:
 - Architectural Review Board Committee: 1st Draft of the Design Document please review and send comments to Jennifer. Once received comments will be incorporated and then we will post it on the website for use this summer. Following a summer of testing we will make any necessary adjustments and formally adopt it. Karen is going to send her comments to Jen who will then incorporate and send the final doc to Ken for his review. Once completed we will distribute it to the neighborhood and post it on the website.
 - The landscape work that was funded by the bond from WSG will be continuing. Spruce Trees and the small aspens already on site will be planted shortly. The remaining larger aspens have been delayed because the digging people cannot access them due to snow and mud. These may be delayed until fall unless they can find a new source with similar pricing.
- ❖ New Business
 - Appointment/election of officers for 2011 – 2012 term
 - Ken Sauerberg: President
 - Karen Adams: Vice President
 - Mike Connelly: Treasurer
 - Kathy Chisholm: Secretary
 - Member at Large: Jeffrey Bergeron
 - Association Hot Issues:
 - Management Report: Snow plowing and shoveling report – the season worked with with the current team. Even in April when we had ended shoveling early we did not hear from any neighbors during the copious snow we had this spring. We will continue with that schedule again next year based in how well things worked out. We also worked with Ken on RFP for landscaping this season. We met with 5 contractors on the project three chose to bid. Zen 4 You was chosed again this season. The other bids were more than double his bid and there was a lot of concern about brining a new person up to speed with the common area systems which have grown substantially with all of the new plantings. While the board was concerned about the complaints from last year they are committed to making sure that they do the proper job here in the neighborhood. Other project that are underway are gutters on the town homes, and inking the agreements for homeowners who have common area



systems linked into their irrigation systems. Mike Connelly has offered to help with this agreement. Our other project has been reaching out to the different entities who might be interested in participating in our summer garage sale. We currently have Wellington and now Little Red on board for this project. We have also reached out to French Creek and Gibson Heights. The board is willing to match other contributions up to \$50 for a join ad to promote the event. We will also put it on Craig's list and do what we can to promote it with the BRC's calendar and local tv if we can get free coverage.

Board of Directors Issues & Topics

- Schedule a walk though to look at landscaping for spring. Walk through with Landscape committee was on Tuesday, June 7th. We also need to schedule a walk though to look at maintenance needs for the neighborhood. June 17th is the tentative date for this. Time will be arranged as we get closer to the date.
- Report from Mike Connelly regarding questions that were raised at our AGM regarding our governing documents. To address the questions we have three options:. Send questions to directly to our attorney, the Board can review and send their written opinion to all homeowners, or the third option would be to send letter to Mark that is really specific and have him answer yes or no to the inquires. The board discussed this at length and is going to have Mike draft a letter with the specific questions and distribute it to the board. Once the letter is approved by the board it will be sent to Mark for his opinion. Mike also asked Sue Todd to send him her specific questions in writing so they could be included.
- Work Day – plans and discussions for our June 18th work day. We are going to work on the sign entrance area, continue rocking and mulching trees in the way down the river and rock the detention pond in the Y of the common area.

➤ Policy Decisions:

- Implement neighbor review of landscape plans prior to board submission – this was discussed in great detail many points were raise in favor as well as opposed to the idea. Since Paul and Karen were unable to make this meeting the board made the decision to table this discussion until all were assembled to discuss it.
 - At our meeting Karen presented the plan and the board discussed it at length. One important thought came out was that this gives a vehicle for neighbors who are impacted to provide input into the project. The board would like to add a extra piece to the application that acknowledgement that the plans were shared. Any input should be sent directly to the board of directors.

❖ Public Comment Session:

- Renate Fleisch was surprised that he came in so low after last year when he had mentioned that he had not made money on the neighborhood last year. She also noted that one areas works and one does not.



- The board asked that Darryl make appointment to come out and meet with the neighbors to address their questions and concerns.
- Sue Todd also is unhappy with her timer. It is not the same as last year and she was not provided directions for it.
- ❖ Final Board Comments:
 - Mike asked Sue to send him her questions in a written form so he can take them directly and put them into the letter for Mark Richmond.
 - Ken wanted to discuss – Budget for landscape costs needs to go up because of the additional trees, and additional irrigation that are now included in the common areas.
- ❖ Adjournment: 3:27 PM
 - M/S/P: *Jeffrey/Karen 5-0*



Meeting Minutes for the Board Meeting

February 11, 2011

12:00 pm

- ❖ *Call meeting to order: Meeting was called to order at 12:07 pm. The following members were in attendance: Ken Sauerberg, Kathy Chisholm & Jeffrey Bergeron. Paul is in the hospital and the board sending their best wishes to him. Karen is unable to attend and she requested that we skype her in but we were unable to connect with her at this time. The meeting will proceed with the quorum of 3.*
- ❖ *Public Comment Session: None*
- ❖ *Approval of Minutes:*
 - */M/S/P: Ken/Jeffrey Pass – 3-0*
- ❖ *Report of Officers: None*
- ❖ *Report of Committees:*
 - *Work Day/Landscape Committee: no report*
 - *Finance:*
 - *Review and accept actual to budget statement: Accept*
 - ◆ *M/S/P: Jeffrey/Kathy Pass 3-0*
- ❖ *Unfinished Business:*
 - *Collection Policy: Put in rules: Collection policy that an owners is responsible for any and all assessments that they hold the deed for. Simply stated: The Association is entitled to collect assessments for real property held by an individual regardless of the address and status of the property closing.*
 - *Architectural Review Board Committee: 1st Draft of the Design Document please review and send comments to Jennifer. Once received comments will be incorporated and then we will post it on the website for use this summer. Following a summer of testing we will make any necessary adjustments and formally adopt it. Tabled waiting for comments.*
 - *Jen and Ken will also get together to discuss the landscaping bids and put together a new RFP that reflects our new policy for irrigation as well as the work that was done last summer.*
 - *The work from last summer will be completed once things melt – which could take a while.*
 - *Jennifer should work with Mark Richmond to handle irrigation issues where we have been hooked into a homeowner. We have identified all of those properties now and can do this. Homeowners will be reimbursed for water expenses when they exceed their normal water bill for a single family home.*
- ❖ *New Business*
- *Association Hot Issues:*



- *Management Report: There were a number of items of business that have been addressed since our last board meeting. End of year mailing went out smoothly and even without sending out coupons we only had two requests for booklets – both of those were fulfilled. This saved the association approximately around \$180 in additional mailing and printing costs. We also have looked at solar/led options for the sign. The technology is not quite there and we are also hampered by the dark sky policies. We will continue to visit this as led/solar combinations are evolving rapidly. We also looked at solar Christmas lights which could be used seasonally – but they were all sold out when we investigated this in early December. The request to build a skating rink was also a highlight since the last report. This required quite a bit of research on how to handle this special request and how we as an HOA could protect the association and neighbors interests. The outcome ended well with the conditional approval for this season with additional conditions to handle any issues that could arise. Plans for two new houses were also approved one on Reiling Road and one on Sheppard Circle. We hope to see some work on this come spring. Work on the 2011 budget has begun. We are also working closely with our snow contractors and the town streets department on what is shaping up to be a record breaking winter. We have secured permission to use the drainage areas for snow storage as well as permission from the lot owner on Rachel Lane to store snow there is needed.*
- *Board of Directors Issues & Topics*
 - *Schedule a walk though to look at landscaping for spring. – table until spring*
- *Policy Decisions:*
 - *Implement neighbor review of plans prior to board submission – this was discussed in great detail many points were raise in favor as well as opposed to the idea. Since Paul and Karen were unable to make this meeting the board made the decision to table this discussion until all were assembled to discuss it.*
 - *Review operating budget for 2011 – discuss possible reserve projects for this upcoming season. Jeffrey presented the budget which was worked in with the help of Sue Todd and Jennifer. Members thought it looked good and also wanted to add gutters to the reserve budget for 2011 as well as move out the crusher projects on the paths to 2012. We will be assessing these each year to determine when we will complete this work.*
- ❖ *Final Board Comments: Great meeting – thank you to Ken for hosting.*
- ❖ *Adjournment: 1:58 pm – M/S/P: Ken. Kathy Passed 3-0*