



Vista Point Owner's Association  
Board of Director's Meeting Minutes  
August 7<sup>th</sup>, 2009 – 4:00  
52 Rachel Lane

- ❖ Call meeting to order: The meeting was called to order at: 4:10 pm. The following members attended Ken Sauerberg, Kathy Chisholm, Karen Adams, Paul Cusmano & Jennifer McAtamney.
- ❖ Statement of compliance with procedures for notice of meeting or waiver of notice
- ❖ Public Comment Session:
- ❖ Approval of Minutes: Changed the year to 2009 the real year...
- ❖ With that change Karen Motioned to approve, Ken seconded. All approved
- ❖ Report of Officers: No reports
- ❖ Report of Committees:
  - Finance
    - Review and accept actual to budget statement: Ken moved to accept, Karen seconded and All approved.
    - We are \$3600 ahead of budget. Many expenses are coming in under what we have budgeted.
    - Checks to sign:
      - Association Expenses from Jennifer:
      - Zen4 You: \$434.00
      - RC Painting: \$119.69
    - Automated payments:
      - Waste Management - \$123
      - Timberline Disposal - \$1249.00
      - Community First Association Management - \$1850.00
- ❖ Unfinished Business:
  - Approval of AGM meeting minutes for distribution: They will review and approve.
  - WSG
    - The lot has been cleaned up, trees are being pruned and irrigation is being repaired.
    - Tree Count is in from Jenn Cram.
    - Punch list for path has been delivered by Scott Reid.
    - Engineering is going to review the detention ponds.
  - Architectural Review Board Committee: 1<sup>st</sup> Draft of the Design Document please for review and send comments to Jennifer
  - Board approval of AGM minutes for distribution
- ❖ New Business
  - Association Hot Issues:
    - Work Day Recap: The day was hugely successful. We collected \$300 in donations. Once again we should set the date early and let people know. We are setting the date for June 12<sup>th</sup>, 2010. We will decide how to handle donations for our work day.
    - Management Report:



- Painting for Town Homes: Completed Rob picked up stain for the decks and that will be completed by homeowners.
- Storage Project: Have 3 bids. - Go with Mathew and do it.
- Work around the neighborhood: Jeff Nichols of Residential Services will be doing some small projects around the neighborhood including a solar lights at signs and removing old signs.
- Violations in the neighborhood: Jennifer reviewed the issues in the neighborhood with the Board of Directors.
- Jen's vacation plans: Jennifer will be gone August 17 – 20th, and everyone is ok with that.
- Hank Scott – Garage siding alternative – The board approves the plain one that can be stained one to match the house. We need to make sure that it is stained prior to CO.
- Review Royce/Landis Proposal and prepare a response:
  - Karen moved and Paul seconded all approved: Dues & fines need to be paid in full before we can have any additional conversation.
- Budget Decisions:
  - 2010 Budget – We should be looking at starting 2010 budget work for our next meeting
    - This will include snow removal bids. Any comments or suggestions as to the level of service we want to offer for this coming season. Let's use the same people again. Make sure that the width of the stairs and a path right up to the front door.
- Policy Decisions:
  - Rules and Regulations: Adoption of rules: rules of 2007 were not adopted or signed and our 1 page rule doc is now awaiting a possible adjustment. When we complete these we will officially adopt them and distribute to the membership and post them on the website. These will include new rules regarding trailers as well as anything regarding parking on paved or unpaved surfaces.
    - We like the idea of limiting non-related people renting when the owner is not in residence.
    - We really like how we have modified our rules – for 72 hours of storage with rec toys. We want this reflected in our large rules and regulations. We want this to also address items in backs of trucks the same way. Items covered with tarps are exempt from this rule.
    - We are going to review this document and get back to Jennifer with comments on any of the other rules.
  - Decide on dates for board meetings and AGM.
    - November 5<sup>th</sup> is our next board meeting
    - Karen will email some optional dates for January for a board meeting and AGM.
- ❖ Final Board Comments: Pocket parks are looking great.
- ❖ Adjournment: 6:15 pm.



*Vista Point Owner's Association  
Board of Director's Meeting Minutes  
April 6<sup>th</sup>, 2009 – 4:00  
90 Sheppard Circle*

- ❖ *Call meeting to order: the meeting was called to order at 4:09 pm The following members were present: Ken Sauerberg, Kathy Chisholm, Karen Adams, Dan Gendron and Jennifer McAtamney the Association Administrator.*
- ❖ *Statement of compliance with procedures for notice of meeting or waiver of notice - completed*
- ❖ *Public Comment Session: None*
- ❖ *Approval of Minutes: Approved*
- ❖ *Report of Officers: None*
- ❖ *Report of Committees:*
  - *Finance*

*P&L Statement: Looking at our expenses over last year we are doing better on our expenses. This is due to reduce Management fee and no additional snow removals.*

*Checks to sign:*

    - *Association Expenses from Jennifer: \$88.70*
    - *All Phase - \$1600.00*
    - *Visor Construction \$625.00*

*Automated payments:*

    - *Waste Management - \$120*
    - *Timberline Disposal - \$1249.00*
    - *Xcel Energy – rebill – \$30.40*
    - *Community First Association Management - \$1850.00*
- ❖ *Unfinished Business:*
  - *WSG: Not much to report due to winter conditions. A CD with our walk through letter has also been delivered to Jenn Cram. It looks that WSG are going to build on the last two remaining lots. Dan also heard that there is a contract on Barson's house. Ken said that Mike said that we need to count the trees to see if they have met their obligation. Jen will follow up with Jenn Cram wants to happen in regards to trees. If needed we will have each homeowner do a survey of their own yards. Trees that were initially planted, trees that have dies, and trees that you have added.*
  - *Architectural Review Board Committee: The committee has met. Jennifer will present the first draft of our design standards when she has them completed.*
  - *Adopt 1 page Rules & guidelines for neighborhood. Jennifer has not received any additional comments on this document. Please review and send comments to be incorporated. Motion to adopt with an addition of rules to allow for trucks and RV's to be parked in a drive way for up to 72 hours with no generator running between 10 pm & 7 am. Kathy Chisholm, Seconded by Karen Adams and all were in favor of adopting the new one page.*
  - *Adopt Delinquent Dues policy: Motion to adopt: Ken Sauerberg motioned to adopt, Karen Adams seconded and all were in favor of adopting.*
- ❖ *New Business*
  - *Association Hot Issues:*



- *Adoption of rules: rules of 2007 do not seem to have been adopted or signed. We need to update these and can add this at this time. The y will need to be distributed to neighbors and will be sent out with our AGM mailing. Jen will send those around and then we will adopt.*
  - *Equipment and Recreational Vehicles in Trucks: It is permissible in Vista Point to park a trailer with recreation vehicles or RV for up to 72 hours at a time during a given month. No self contained generators may be used between 10 pm & 7 am. This rule is not intended to enable neighbors to store trailers or other recreation vehicles outside permanently. It is intended to enable people to enjoy their toys and have them conveniently accessible during weekends or visits. Please do not abuse this rule or it will be revoked.*
  - *Discussion on how Association Administrator & Board communicate. Conflicts of Interest, lines of communication etc. – We need board members communication to come through the management for the association (whether this is Jen or someone else). We also want everyone to be beyond reproach in terms of preferential treatment. We do need to strive to make sure that these communications are as courteous and smooth as possible.*
  - *Management Report: 146 Rachel Lane re: Missing trash can. This was delivered in November and Jennifer brought it up to the house so they did not receive a ticket. We do not know what happened to it and another one was delivered by Timberline at no charge.*
  - *Painting for Town Homes: I will send out a matrix with the bid for a vote.*
    - *Landscaping for Summer Season – I have 2 contractors who are interested in bidding.*
    - *Clean up Date is set for: June 20<sup>th</sup> 2009 from 9 – 12 pm follow by a neighborhood party.*
    - *Let's get bids 2 more bids for the storage lockers. Mike Grindall, Mathew from the town homes. Kathy will ask Mathew and Jen will get into contact with them.*
- *Budget Decisions:*
  - *2009 Budget – Adopt 2009 Budget – this will then be ratified at the May 16<sup>th</sup> Meeting – Next year we will move winter contingency to the regular budget. Motion to adopt: Karen Adams, Seconded by Ken Sauerberg. All in favor of adoption.*
  - *Update on Reserve Findings: Kathy and Jen researched back to 2007. We were able to reconstruct this and came out within a few dollars of the current totals. These amounts are reflected in our reserve budget. Jennifer will move this money from our Bank of the West account into the two separate reserve accounts.*

*Policy Decisions:*

- ❖ *Final Board Comments: None*
- ❖ *Adjournment: Adjourned at 5:31 pm.*