



Vista Point Owner's Association
Board of Directors Meeting Minutes
December 10, 2015

- ❖ Call meeting to order:
- ❖ Approval of Minutes from September 24, 2015
M/S/P:
- ❖ Report of Officers:
- ❖ Report of Committees:
 - Landscape Committee:
 - Finance: Account Balances Nov 30, 2015
 - Operating: 16,141.30
 - Common Area Reserves: 14,255.59
 - Town Home Reserves: 11,154.36
- ❖ Unfinished Business:
 - ◆ Records & Rules – Please see attached.
 - We updated to 72 hours per our conversation and indeed we can go and take care of weeds prior to 30 days. We just need to notice the neighbor properly and hold the hearing prior to enforcing it so we should be able to do it in a week or two.
 - ◆ Please see the attached. Once we formally adopt we will send out along with yearend coupon mailing.
 - Association Hot Issues:
 - ◆ 34 Sheppard Circle: Jen has reached out to Laurie Best to find out if there is any additional info.
 - ◆ Transition for Jennifer after June 2015
 - Bliss Management has been chosen as our new management company. Jen & Carol have started working together familiarizing her with our contractors and standards. We will continue to work together to make this a smooth transition.
 - Bank Accounts will need to be updated after the 15th.
 - Question regarding purchasing a HOA laptop
 - Contract for new management company
 - ◆ Eunify: We need to schedule training for the Board. The data conversion is completed, there was a new bug found last week and we will need to do an update to address that. Jen will work with Chris to take care of this. We also need to reload the violation info because we switched to a single HOA portal and this did not come over with the conversion.
 - ◆ Reserve study –
 - Andria & Jennifer still have this on their list to do.
 - ◆ ASAP Contract for 2016-2017 – See attached.
 - ◆ Snow removal to date:
 - Any issues?
 - ◆ Irrigation along the river – 2016 steps
- ❖ Policy Decisions:
 - ◆ Irrigation blow out policy for neighbor who are providing water.
 - Determine policy for reimbursement for outside vendors where neighbors are providing irrigation to common areas.



- ❖ Public Comment Session:
- ❖ Final Board Comments:
- ❖ Motion to Adjourn:



Vista Point Owner's Association
Board of Directors Meeting Agenda
September 24, 2015 4:00 pm

- ❖ *Call meeting to order: The meeting was called to order at 4:16 pm. Jeffrey Bergeron, Andria Barberi & Renate were here in person, Karen Adam's called in via phone. Jennifer McAtamney was also present.*
- ❖ *Approval of Minutes from June 2015*
M/S/P: Karen/Renate 4-0
- ❖ *Report of Officers:*
 - *Appoint a new president with Mike's resignation*
 - *Jeffrey has offered to serve in this role. You will elect officers again in the spring.*
- ❖ *Report of Committees:*
 - *Landscape Committee: None*
 - *Finance: None*
- ❖ *Unfinished Business:*
 - ◆ *Records & Rules – Please see the attached from Mark Richmond's office. They took the scope of work and updated and amended the appropriate documents. Please review and prepare comments so we can prepare a plan to adopt and disseminate to neighborhood*
 - *Jennifer updated recreational equipment to 72 hours and will call Mark about the weed policy to see if we can enforce quicker than 30 days.*
 - *Association Hot Issues:*
 - ◆ *34 Sheppard Circle*
 - *Update: Jennifer received a foreclosure notice from the county for this property. The town has been informed. Our liens are in place and we will likely only collect the super priority lien of 6 months of dues. We will just have to wait for this to run its course.*
 - *Update: Attorney Jesse Aschenberg contacted the Summit County Treasurer's office and has cured the foreclosure and it was withdrawn prior to the sale date. Jennifer has contacted Jesse Aschenberg to ask if he has current contact info for Ms Feldman. Please advise on next steps.*
 - *We need to continue to follow up on this as Jen transitions.*
 - ◆ *Transition for Jennifer October 2015.*
 - *We have received 3 proposals for association management. I have uploaded those from Bliss & Patriot and will send Alpine Edge when I receive it later this week. We sent out RFP's to Blue River, Ford Hill, Gates Management and Resort Managers. They declined to bid. Please prepare to discuss and determine next steps in this process.*
 - *We need to move this forward. We need to interview the prospects. Ken will organize the meetings and Jeffrey & Andria will attend. Renate will unfortunately be out of town.*
 - ◆ *We have 2 years left in our plowing contract and we should lock our irrigation and landscape contract with ASAP through 2018.*
 - *Jennifer will contact Jason regarding plowing and shoveling with regards to our desires to have shoveling occur early by 10 am. And plowing to occur to allow time for the TH owners to leave for work 9:00 am. Please let me know of any other general requests. Do single family homes first.*



- *Irrigation – do you want to lock in Dave Fielder for the next two years? Note: Blow outs will occur in the next week or so, there will also be an opportunity to aerate. Jen will be sending out a note earlier this week to neighbors regarding this opportunity. Jen will - lock him in for the next two years.*
 - ◆ *Reserve study – We are looking at about \$1500 – \$2000 to perform study from a third party vendor. There are also free software suites you can download to perform your own study. Including one at: <http://azreserveanalysts.com/resources/free-reserve-study-software/>*
 - *Jen & Andria will do this together by the end of October.*
 - ◆ *Irrigation issues along the river: The board has authorized Mindy Armstrong to do the work to divide off the zone that is on the river so this can be programmed properly and make sure those trees receive enough water. Jennifer has contacted Mindy and she is on board to complete this task.*
 - ◆ *Eunify: The conversion of data is complete, we are migrating to Quickbooks online so ensure serves syncing and data.*
- ❖ *Policy Decisions:*
 - ❖ *Public Comment Session:*
 - ❖ *Final Board Comments: Where does Renate find the bylaw amendment...*
 - ❖ *Motion to Adjourn: 5:04 pm 9/24/2015*