

**The Vistas Homeowners Association**

**MEETING MINUTES**

BUD BEASLEY ELEMENTARY SCHOOL  
April 22, 2010 - 6:30 P.M.

**Board Members Present**

David Gurr  
William Wagner  
Margaret Powell - Absent  
Dave Stefan  
Tim Leighton

**Staff Present**

Stacie Ciesynski, Community Administrator  
G' Richmond, CAM  
Chris Burton, Compliance

**I Call to Order**

David Gurr called the meeting to order at 6:45 p.m.  
Introduction of Board members; Margaret Powell was absent. It was stated for the record the meeting is being recorded.  
New Board members were introduced, Tim Leighton and Dave Stefan.

**II Membership Forum**

Homeowners present were given the opportunity to ask questions and make comments pertaining to items on the agenda.

**III Council Representative –**

- A. Mike Carrigan was unable to attend.
- B. Jon Ericson, City of Sparks Transportation Manager did not attend.
- C. Chris Cobb, City of Sparks – Stacie explained that the detention pond between Vista Mountain and Goodwin had erosion issues which are undermining the sidewalk and fence on the Goodwin side of the pond. The City will be repairing the area; work is scheduled to begin May 10, 2010.

**IV Approval of MINUTES**

**Motion:** Dave Stefan made a motion to approve the January 28, 2010 general meeting minutes; William Wagner seconded, motion carried unanimously.

**V Financial Report**

**A. Treasurer's Report**

- 1. Financial Report – January, February, March 2010 unaudited financial statements.  
Mary LeMay gave the unaudited financial report as follows:

Total Cash Assets	\$276,905.47
Architectural Deposits	\$ 5,824.82
Reserve Funds	\$179,738.52
Other Assets	\$ 18,469.16
Total Assets	\$480,937.97
Total Liabilities	\$109,479.31
Total Capital	\$371,458.66
Liabilities & Capital	\$480,937.97

**Motion:** William Wagner made a motion to approve the unaudited 2010 first quarter financial report; Dave Stefan seconded, motion carried unanimously.  
Financial statements were reviewed in accordance with NRS 116.31083 subject to the year end audit.

**B.** Stacie reported that the audit had been conducted and that an allowance for bad debt was included on the financial statements, which was calculated at 2.5% of annual assessments. Currently the association has not experienced any bad debt to date and the item was strictly precautionary. Overall the association's financial statements were found to be in conformity with generally accepted accounting principles.

**Motion:** Dave Stefan made a motion to approve the 12/31/09 Audited Financial Statements prepared by Gene Clawson, CPA; William Wagner seconded, motion carried unanimously.

**C. Motion:** Dave Stefan made a motion to approve the 2009 1120-H tax return; William Wagner seconded, motion carried unanimously.

## **VI Reports**

**A.** Landscape Report – National Landscape has been out on the parkway checking water, trimming bushes, cleaning up the leaves, raking bark up the hillside and cleaning out drainage areas.

A homeowner asked that the landscape crew make sure they cone their trucks when they are parked on Los Altos.

**B.** Maintenance Committee – William Wagner reported that repairs to the pathway have been completed and it has been sealed. The lights that were out on Los Altos have been repaired and are now working. Stacie reminded the homeowners to call with the pole number if they see any lights that are not working on Los Altos. Problem lights in the residential neighborhoods should be reported to Nevada Energy.

Dave explained that the wrought iron fence issue is still pending. Margaret is trying to schedule an appointment with Wayne Seidel, Public Works Director, to discuss.

## **VII Correspondence**

Barbara Gonzales sent an email indicating she will not be able to paint the base of the clustered mail boxes in The Vistas. The association will pay for all supplies if anyone is willing to volunteer.

## **VIII Compliance Report**

**A.** Chris reported that for the 1<sup>st</sup> quarter of 2010 there were 443 compliance issues. Of the 443, 11 homeowners were sent hearing notices; 9 were corrected and 2 went to hearings and one was fined. Garbage cans and trailers being left out are still the largest percentage of violations.

The homeowners were reminded of the garage sale on Saturday, April 24<sup>th</sup> from 8:30 a.m. to 4:00 p.m. A two-day ad was placed in the Reno Gazette Journal and notice has been placed on Craig's List. All the street names in The Vistas were listed in the ads.

Front yard landscaping changes and exterior paint colors require approval before the work is started. The Architectural Control Committee meets the second Thursday of every month.

## **IX Old Business**

**A.** The Nevada Fire Safe Council - Stacie reported that Rodd Rummel was still in the permit process for archeological clearance and that the best time to do cheat-grass abatement is in the fall.

**B.** Stacie reviewed the changes to the Fine & Construction Penalty Policy & Procedures.

**Motion:** William Wagner made a motion to approve the changes to the Fine & Construction Penalty Policy & Procedures; Dave Stefan seconded, motion carried unanimously.

**X New Business**

- A.** Fence repairs to the detention pond between Goodwin and Vista Mountain will be done as part of the erosion repairs to be done by the City of Sparks.
- B.** Stacie explained that the current property management system was over 7 years old and not serviced by Yardi anymore. When a new computer is purchased the operating software will not support the old version of Yardi, therefore a quote was received from Yardi to upgrade the software to their Genesis program. Stacie also previewed and received a quote from Tops Software. Both software packages were discussed and it was determined additional research is needed before a program can be chosen.  
**Motion:** Dave Stefan made a motion to approve up to \$6,000 to purchase property management software with not more than \$840.00 in annual maintenance fees for a program that best suits the needs of the office staff; Tim Leighton seconded, motion carried unanimously.

**XI Membership Forum**

Homeowners present were given the opportunity to ask questions and make comments.

A homeowner asked what she should do about getting the lane striping fixed between Vista and Los Altos since Jon Ericson did not attend the meeting. Another homeowner suggested she take her concerns to a City Council Meeting.

**NEXT MEETING SCHEDULES** - Meetings are normally held the fourth Thursday of every third month.  
(July 22, 2010, October 28, 2010)

**XII Adjournment**

**Motion:** Dave Stefan motioned there being no further business the meeting was adjourned; Tim Leighton seconded, motion carried unanimously.

Respectfully Submitted,

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Stacie Ciesynski

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Secretary, Board of Directors