

# The Vistas Homeowners Association

## MEETING MINUTES

BUD BEASLEY ELEMENTARY SCHOOL

January 28, 2016 – 6:00 P.M.

### Board Members Present

Dave Stefan  
Jim Gaba - Absent  
Scott Stromberg  
Briana Foroszowski  
William Wagner

### Staff Present

Stacie Ciesynski, Community Administrator  
Shannon Christie, Compliance Officer

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#### **I. Call to Order**

Dave Stefan called the meeting to order at 6:02 p.m.

Introduction of Board members: Dave Stefan, Scott Stromberg, William Wagner and Briana Foroszowski were present. Jim Gaba was absent. Four Board members were present so a quorum was established.

The meeting was recorded as required by NRS 116.

Items on the agenda were taken out of order. Dave Stefan moved to item B under New Business so Margaret Powell could present information before she had to leave for another appointment.

#### **II. Membership Forum**

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

#### **III. Approval of Minutes**

**A. Motion:** Scott Stromberg made a motion to approve the November 12, 2015 general meeting minutes as written; Briana Foroszowski seconded, motion carried unanimously.

**B. Motion:** Scott Stromberg made a motion to approve the November 12, 2015 budget ratification minutes as written; Briana Foroszowski seconded, motion carried unanimously.

#### **IV. Financial Report**

**A. Financial Report** –The unaudited financial report for October, November and December 2015 was received as presented by William Wagner. **Motion:** Scott Stromberg made a motion to approve the unaudited financial report as presented by William Wagner; Briana Foroszowski seconded, motion carried unanimously.

**B. Motion:** Scott Stromberg made a motion to approve filing 1120-H tax return for 2015; William Wagner seconded, motion carried unanimously.

#### **V. Reports**

**A. Landscape/Maintenance Report** – Staff presented the written report provided by the Groundskeeper. Twice a week inspection to clean up small and large debris, empty doggie stations and trash containers, and clearing snow on the pathway is being done. The crew has started trimming and cutting back the shrubs from Vista Blvd. to Santa Barbara on Los Altos and will continue up the parkway into February. Visible tire tracks on the turf in two different areas were reported. Damage will not be known until the irrigation is turned on. Pre-emergent application and inspection of the common area will be scheduled in the next few weeks. All findings will be reported to the Association. Jose Mendoza will be available at the April meeting for homeowners to ask questions. The current contract requires the Groundskeeper to be on the parkway two days a week from November to February.

Items on the agenda were taken out of order – Dave Stefan moved to Compliance report.

- 1. Motion:** Scott Stromberg made a motion to move a portion of the additional water savings amount from 2015 to irrigation upgrades; Briana Foroszowski seconded, motion carried unanimously.

**Motion:** Scott Stromberg made a motion to move the remaining balance, +-10,000, to parkway improvements, which includes turf reduction for additional water savings for the future; Briana Foroszowsky seconded, motion carried unanimously.

Staff explained that water use on the parkway for 2015 was down substantially, which left a surplus from the amount budgeted for the year. Water expense has been reduced for the 2016 budget.

Items on the agenda were taken out of order – Dave Stefan moved back to item F to finish New Business.

## **VI. Correspondence**

No correspondence

## **VII. Compliance Report**

Shannon Christie reported that for the 4<sup>th</sup> quarter there were 361 compliance issues. 207 contacts were made, 55 received a courtesy notification and 2 homeowners received an invitation to come to a hearing. For 2015 there were 1,510 violations. 242 were garbage cans, 236 boats, RV's and trailers, 666 landscape issues, 49 oil stains, and 317 miscellaneous issues.

Architectural Control Committee 4<sup>th</sup> quarter requests were as follows: 13 landscape requests, 33 paint requests, 11 solar panels, 6 shed requests and 13 improvement requests. For 2015 there were 36 landscape requests, 109 paint requests, 19 solar panels, 20 shed requests, and 23 improvement requests.

Stacie Ciesynski reported on the new quarterly billing procedures. To date, about 21% of the homeowners have paid annually, 14% have paid semi-annually, and 55% paid quarterly. Currently about 10% of homeowners are delinquent.

## **VIII. Old Business**

- A.** Staff reported on the status of case #CV15-00167. The matter has been relatively inactive. The attorney appointed by the insurance company will continue to evaluate any new documentation produced by the parties and assess its impact on the Association's defense.
- B.** Staff reported on the status of case #CV14-00952. No activity, the Bank has yet to file an Opposition and the Motion is still pending.
- C.** At the last meeting the Board discussed workers compensation coverage for office staff and questioned what the cost would be to cover volunteers. Association insurance agent, Ron Wright, initially thought it would be relatively inexpensive, but it actually turns out to be about \$100 per month or \$1,200 per year to cover volunteers. All vendors that work for the Association are required to have their own workers compensation insurance coverage.  
**Motion:** Scott Stromberg made a motion to set the existing coverage at \$1,927.00 and waive the volunteer coverage of approximately \$1,200; William Wagner seconded, motion carried unanimously.

## **IX. New Business**

- A. Motion:** Scott Stromberg made a motion to hold the annual garage sale on May 21, 2016; Briana Foroszowsky seconded, motion carried unanimously.
- B.** Dave Stefan explained that this item will need to be tabled to the next meeting to allow the Board to examine if chickens fall under the "household pets" parameters of the CC&Rs. Margaret Powell felt that the manner and care or maintenance of chickens and bees, if allowed, should be left to the City of Sparks and the Board should only be concerned about the visual, what the structures (coop) look like. Margaret was asked to explain to those in attendance how the City zoning map came about. She explained that the Vistas were initially approved under a special use permit. The City did not have any planned unit development zoning at that time. The special use permit is what governs The Vistas. In subsequent phases the City had adopted Planned Unit Development zoning so the newer houses have that zoning classifications that, under the new Urban Agriculture ordinance, would not allow chickens and bees. The older or first areas in The Vistas, as shown on the map, the City applied the zoning that was available at that time and these sections would be allowed to have chickens and bees based on zoning. For the Association to rezone all of that property each property would have to go through a rezoning request before the planning commission and City Council and have legal descriptions drawn up. All the property owners would have to sign off to get a different zoning classification for the area. It's an expensive and difficult process. The issue for the Board is: what is a household pet and what is not?

The Board asked those present what they thought. Various comments were made and some concerns were expressed over chickens attracting unwanted animals like coyotes. Another issue is who would have jurisdiction if a chicken gets out? Is it the Department of Wildlife or Animal Control?

Items taken out of order on the agenda – Dave Stefan moved back to the membership forum at the beginning of the agenda.

- C. Asphalt Protectors reviewed the asphalt pathway on Los Altos and recommended 8 patches where tree roots need to be removed and 80 feet of overlay where the pathway is starting to blister. Asphalt Protectors recommended patches, overlay, and sealing for a total cost of \$6,400.00.

**Motion:** Scott Stromberg made a motion to accept the proposal from Asphalt Protectors and payment should come from the Reserve account; Briana Foroszowsky seconded, motion carried unanimously.

- D. **Motion:** Scott Stromberg made a motion to approve the Unanimous Written Consent; Briana Foroszowski seconded, motion carried unanimously.

Dave Stefan explained the long process related to getting a short sale approved for the property at 5090 Vista Heights by December 31, 2015.

- E. Most software vendors, including Yardi, are going to a cloud based system and at some point in the future will no longer be supporting the stand alone software, Yardi Genesis, the Association currently uses. Yardi has contacted the Association to promote their cloud based software, Yardi Genesis2. The Association currently pays about \$600.00 annually for upgrades to the software and a few hours of technical support. Yardi Genesis2 is substantially more, yet provides added features to allow homeowners access to their statement, pay online and access compliance and other governing documents online among other things.

**Motion:** Scott Stromberg made a motion to set aside \$20,000 from water savings (Utility expense) to be used for Yardi2 upgrade or something better or cheaper, if possible; Briana Foroszowsky seconded, motion carried unanimously.

Items taken out of order – Dave Stefan moved to item 1 under Reports section of the agenda.

- F. Staff is looking at an easier more cost effective way to produce payroll for Association employees.

**Motion:** Scott Stromberg made a motion to approve the opening of a checking account and or payroll account through United Federal Credit Union to provide direct deposit for employees; William Wagner seconded, motion carried unanimously.

## X. Membership Forum

- A homeowner forewarned the Board that he is planning on going to a City of Sparks Council meeting to address the excessive speeding on Los Altos and the lack of attention to it by the police department. He expressed his frustration and welcomed anyone who wanted to join him at the meeting. He is interested in knowing how many citations have been given on Los Altos in the last three months and he wants to see an improvement, by having extra patrol, in the next three months. If Sparks Police are unable to add extra patrols he is willing to call another agency. The Sheriff's Office and Highway Patrol both have jurisdiction.

Dave Stefan explained that the Association has tried to get this issue addressed. Currently, the Association is trying to work with the City to look at areas where flashing lights for crosswalks should be installed. Staff has left messages for John Martini with the City of Sparks and MJ Cloud, the Washoe County School District Safe Routes to School Coordinator, and has not heard back. The Principal at Bud Beasley will also be contacted.

- A homeowner who had a drainage problem in the common area behind his home was there to publicly thank the Board for their response to his concerns.

**NEXT MEETING SCHEDULES** – Meeting dates: April 28, 2016, July 21, 2016, and September 22, 2106 at 6:00 p.m. at Bud Beasley Elementary School. Annual meeting scheduled for July 21, 2016 at 6:30 p.m. Budget Ratification Meeting is scheduled for 10:00 a.m. on November 10, 2016 at the Association office and a quarterly meeting will follow.

## XI. Adjournment

**Motion:** Being no further business Scott Stromberg motioned to adjourn the meeting; William Wagner seconded, motion carried unanimously.

Respectfully submitted,

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Stacie Ciesynski

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Jim Gaba, Secretary