

The Vistas Homeowners Association

MEETING MINUTES

BUD BEASLEY ELEMENTARY SCHOOL

April 28, 2011 - 6:00 P.M.

Board Members Present

Margaret Powell
David Gurr
William Wagner
Dave Stefan (entered meeting 6:43 p.m.)
Tim Leighton

Staff Present

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

I Call to Order

Margaret Powell called the meeting to order at 6:10 p.m.
Introduction of Board members; Margaret stated Dave Stefan would be late for the meeting. Four Board members were present so a quorum was established. It was stated for the record the meeting is being recorded.

II Membership Forum

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

III Council Representative – Mike Carrigan

Mike Carrigan was unable to attend.

IV Approval of MINUTES

Motion: William Wagner made a motion to approve the January 27, 2011 general meeting minutes as written; Tim Leighton seconded, motion carried unanimously.

V Financial Report

- A. Financial Report –Mary LeMay gave the report for January, February, and March 2011 unaudited financial statements.
Motion: David Gurr made a motion to approve the unaudited financial report for January, February, and March 2011; William Wagner seconded, motion carried unanimously.
Financial statements were reviewed in accordance with NRS 116.31083 subject to the yearend audit.
- B. Stacie explained the 2010 audit had been conducted but the audited Financial Statements have not been completed. They should be done soon and will be listed on the July meeting agenda. Anyone interested in reviewing the Financial Statements can do so by contacting the association office.

VI Reports

- A. Landscape/Maintenance Report – National Landscape has been out on the parkway cleaning up and starting the irrigation.

VII Correspondence

VIII Compliance Report

- A. Chris reported that for the 1st quarter of 2011 there were 425 compliance issues. There were 97 compliance notifications and 8 hearing notices sent. Of the 9 hearing notices, all violations were corrected and no fines were levied. Currently letters are being sent out for weeds in yards and along fence lines.

A homeowner asked if the letters requiring homeowners to paint have been sent. Chris replied that they have.

IX Old Business

- A. Asphalt Walkway Maintenance Proposal – Margaret asked that this item be deferred until Dave Stefan arrives.

(Dave Stefan arrived at 6:43 p.m. and the discussion on walkway maintenance was held after new business was completed)

Margaret gave an overview of the walkway maintenance estimates that were received from Asphalt Protectors. Dave Stefan explained that one estimate (#8018) was to remove and replace a portion of asphalt by the business complex where roots are a problem. The second estimate (#8037) is for the construction of a retaining wall by the pathway at Los Altos and Canyon Parkway and 5,199 sq. ft. of skin patch overlay for 12 rough areas that are flaking.

Motion: Dave Stefan made a motion to scrap the first 3 items of estimate #8037 that pertains to the retaining wall by Canyon Parkway and Los Altos; David Gurr seconded, motion carried unanimously. The Board had a discussion over what is a capital improvement item versus what is a maintenance item and when additional bids should be obtained. The timing and nature of the work being proposed in the current bid make it difficult to get comparative bids from other companies.

David Gurr disclosed that he knows this company and has worked with them.

Margaret stated after listening to all the discussion and knowing that the asphalt work needs to be done now she made the following motion.

Motion: Margaret Powell made a motion to approve both proposals with Asphalt Protectors at an amount of \$12,588.50 with \$2,450.45 coming from the reserve account and the remainder being over budget in the walkway maintenance category with the stipulation that next year we try to get more than one proposal; Dave Stefan seconded, motion carried with Margaret, Dave, William and David voting in favor and Tim Leighton voting against.

Tim Leighton commented that he felt the project needed to be done but when you are spending someone else's money you need to justify that you are getting the best deal for the project and show that you evaluated the work and got the best bids and chose a specific company for a specific reason.

- B. Margaret asked that the section that starts “Now, therefore,” the second to last sentence, that the word “rear” be removed due to the fact that RTC may wrap the sound wall around the corner of a few lots extending up the side lot lines. The new language will read “The sound wall shall be a continuous wall along the lot lines of the Affected Properties ...”. **Motion:** Margaret Powell made a motion to adopt the resolution as outlined and changed; William Wagner seconded, motion carried unanimously.

X New Business

- A. **Motion:** Margaret Powell made a motion to accept the modified Rules and Regulations; Tim Leighton seconded, motion carried unanimously.

- B. The current Three Bids When Practical Resolution was discussed. **Motion:** David Gurr made a motion to delete the section at the top that states “This Policy Resolution affects all Open-Space/Common Area within The Vistas Homeowners Association” and raise the limit from \$2,000.00 to \$5,000.00; Tim Leighton seconded, motion carried unanimously.

(This item was readdressed after the discussion/action under old business section A – asphalt walkway maintenance)

Motion: Dave Stefan made a motion that the new resolution would read “Now, therefore, be it resolved that, the Board of Directors for The Vistas Homeowners Association when spending \$5,000.00 or more must obtain three bids when practicable”; motion died for lack of second.

Motion: Margaret Powell made a motion to withdraw the previous motion for the resolution so that it will be clear in the minutes what was done; William Wagner seconded, no vote was taken.

Motion: Dave Stefan made a motion that we amend the amendment identified as the Policy Resolution for Capital Items and is amended by stating “Now, therefore, be it resolved that, the Board of Directors for The Vistas Homeowners Association must obtain three bids when practicable for all

items costing \$5,000.00 or more.” The sentence stating “This Policy Resolution, affects all Open-Space/Common Area within The Vistas Homeowners Association”, the Capital Items at the top of the page, and the last sentence “Three bids will be obtained for Capital Items over \$2,000.00 with a life expectancy of at least 3 years, this resolution is adopted on this date 7-26 2007” will be removed; Margaret Powell seconded, motion carried unanimously.

- C. Andy Echeita with the City of Sparks explained the project and identified the companies that were asked to bid. The City of Sparks will have an inspector on site to insure all work is completed. Four sealed bids were opened and reviewed. Area 1 and Alternate Area 2 were identified for the homeowners present. David Gurr disclosed that he knows all the contractors and has worked on jobs with all of them. **Motion:** Margaret Powell made a motion to accept the bid from Mike’s Trenching to do the Swale Drainage re-establishment for both Area 1 and Area 2 for a total of \$18,402.29; William Wagner seconded, Dave Stefan abstained, motion carried.

(Dave Stefan arrived at 6:43 p.m. during the discussion on the Drainage Swale Maintenance.)

XI Membership Forum

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

- Barbara Gonzales asked about the status of the trees on Vista Heights. Stacie explained that according to National Landscape there was a water issue last year but that issue had been resolved. Stacie will follow-up with National again.

Barbara also asked if maintenance of lots applies to parcels owned by the association or are they exempt. She specifically asked about the white top growing in the lot on Palo Alto. Stacie explained that she inspected the property earlier in the day and that National Landscape had cut the white top back and was scheduled to spray the area tomorrow weather and wind permitting. Dave Stefan explained that the association has consulted the professionals for the treatment of white top in that area and other areas in the association and we are trying to do what the experts tell us.

Barbara’s last question related to the vacant lots on Vista Terrace and was concerned about wind erosion eating away at the cut on the lot next to her and thought it fell under maintenance of lots in the CC&R’s. Conversation ensued over whether this is a neighbor-to-neighbor issue or an association issue.

- Ardena Perry inquired about the blooming trees on the parkway and felt that they are not thriving.
- Johnny Lau asked if the association can do anything about weeds in people’s backyards and complained the seeds are coming into his yard. Margaret explained that the backyard is a really hard area to regulate because it can’t be seen from the street and you have to be invited on the property to do an inspection.

NEXT MEETING SCHEDULES - Meetings dates: July 28, 2011, September 29, 2011 and Budget ratification meeting November 16, 2011 in the association office.

XII Adjournment

Motion: Being no further business Tim Leighton made a motion to adjourn the meeting at 7:58 p.m.; William Wagner seconded, motion carried unanimously.

Respectfully Submitted,

Stacie Ciesynski

Secretary, Board of Directors