

The Vistas Homeowners Association

MEETING MINUTES

BUD BEASLEY ELEMENTARY SCHOOL

September 24, 2015 – 6:00 P.M.

Board Members Present

Dave Stefan
Jim Gaba
Scott Stromberg
Briana Foroszowski

Staff Present

Stacie Ciesynski, Community Administrator
Shannon Christie, Compliance Officer

I. Call to Order

Dave Stefan called the meeting to order at 6:00 p.m. It was explained that Larry Kleinworth had unexpectedly passed away and that Dave Stefan would be resigning as Vice President and has agreed to fill the vacancy of President.

Introduction of Board members: Dave Stefan, Scott Stromberg, Jim Gaba and Briana Foroszowski were present. Dave informed those present that Bill Wagner has agreed to come back on the Board and fill the vacancy left by Larry. Bill is currently serving as the Treasurer so it seemed appropriate to invite him back on the Board. Four Board members were present so a quorum was established.

The meeting was recorded as required by NRS 116.

II. Membership Forum

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

- Tim Reynolds at 1976 Canyon Ridge provided pictures and information to the Board about the drainage area behind his home and the need for maintenance. Dave explained that the Board will be discussing this topic later on the agenda
- A homeowner explained the ongoing problem she is having with her neighbor next door. Dave said he would meet with the homeowner to see what can be done, if anything, to resolve her issues.

III. Council Representative – Charlene Bybee

Councilwoman Bybee was not present.

IV. Approval of Minutes

- A. Dave Stefan asked for any concerns, or corrections to the July 16, 2015 meeting minutes. Not hearing any, the minutes stand and are approved.

V. Financial Report

- A. Financial Report –The unaudited financial report for July and August 2015 was received as presented by William Wagner.

VI. Reports

- A. Landscape/Maintenance Report – Dave explained that he and Jim Gaba met with the Groundskeeper about a week ago and discussed several of their concerns. The Groundskeeper has proposed putting Israel, a supervisor, on the parkway on a daily basis during peak time. There will also be two other Groundskeeper employees on the parkway under Israel’s supervision. This should help eliminate some of the issues. Dave felt that after the meeting with The Groundskeeper, the Association will see some changes for the best going forward. The Groundskeeper has asked for an increase in their contract for 2016 since they neglected to include any increase when their contract was extended for two years.

A homeowner commented that he has lived in The Vistas for over 20 years and has never seen the landscape company behind his home to clean for defensible space. The homeowner cleans the area behind his home on a regular basis.

A request was made for the landscapers to trim the plants blocking visibility as you turn left on Canyon Terrace.

VII. Correspondence

No correspondence

VIII. Compliance Report

Shannon reported that for July and August there were 269 compliance issues. 88% were contacted, 35% were checked back on, 25% received first courtesy notification and 8 homeowners received hearing letters.

Shannon presented information on Architectural Control Committee requests and also had copies available to homeowners on how to prepare your car for winter and what type of emergency items you should have on hand to prepare for the cold weather. There was also a pumpkin bar recipe for those interested.

IX. Old Business

A. The Association's cyber liability exposure is limited to its online payment system, Paylease. Paylease has added the Association as an additional insured and has indicated that the Association would be covered under their policy and their insurance coverage would incur the cost of notifying each homeowner if a breach occurred. Stacie explained that Paylease does not collect sensitive personal information like social security numbers or dates of birth.

Motion: Jim Gaba made a motion that Paylease has given the Association the information needed to insure that we are secure and that additional cyber liability insurance is not needed; Scott Stromberg seconded, motion carried unanimously.

B. Stacie reported on the status of case #CV15-00167. The Association's attorney's office is compiling information to respond to the bank's requests for information.

C. Stacie reported on the status of case #CV14-00952. The Bank has yet to file an Opposition and the Motion is still pending.

X. New Business

A. This item will be tabled. Legal counsel is reviewing the employee handbook.

B. Sealed bids were received from Ron Wright with Menath Insurance. Bids were opened from Sirius Insurance Company and Community Association Underwriters (CAU). Stacie read out loud the two page summary proposal of Insurance prepared by Ron Wright with Mike Menath Insurance, Inc.

Motion: Scott Stromberg made a motion to stay with CAU at a yearly cost of \$12,874.00 and add Employment Practices Liability insurance of \$1 million with a \$5,000 deductible for \$935.00 a year; Jim Gaba seconded, motion carried unanimously.

C. Bids for the drainage work were not received. Due to the importance of maintaining the drainage areas and the potential for a lot of moisture this winter, as soon as the bids are received the Board will be moving forward to have the needed work performed. This will ensure the protection of the homeowner's property that back up to open space.

A question was asked if this would be happening soon. Jim explained that it has been difficult to get contractors out due to the volume of work they have, but they are working on it. All contractors that do work for the Association have to have the proper licensing and insurance.

D. Motion: Scott Stromberg made a motion to approve the 2016 Reserve Study Financial Update by Resource 1, a certified reserve study specialist; Jim Gaba seconded, motion carried unanimously.

E. A small increase in assessments for 2016 will be necessary. Assessments will go from \$276.00 semi-annually to \$290.00. This is an increase of a little over \$1.16 per month. If there are additional funds that have not been expensed at the end of the year, this money could be returned to each homeowner to help offset this increase. Dave reviewed the expense items in the budget that will increase for 2016. Assessments have remained the same for the last 8 years.

Motion: Jim Gaba made a motion to approve the 2016 proposed Reserve and Operating Budgets; Briana Foroszowski seconded, motion carried unanimously.

- F. The legislature recently made changes to the NRS statute that defines the requirements when Associations go to bid. Based on this state statute the Association bid resolution policy is no longer necessary.

Motion: Scott Stromberg made a motion to dissolve the Association 3 bids when Practicable Resolution and adopt NRS 116.31086; Jim Gaba seconded, motion carried unanimously.

- G. The changes to the existing Shed Resolution give greater definition to the term vinyl for clarification purposes.

Motion: Scott Stromberg made a motion to approve the revisions to the Shed Resolution and add to the Resolution the wording “minimum double pitched” before 3 and 12 roof; Briana Foroszowski seconded, motion carried unanimously.

- H. Dave reviewed the current breakdown of project fund money. The money allocated for electronic speed signs was discussed. More information about these signs and the meeting with the City of Sparks will be given by Margaret Powell at the next Board of Directors meeting. Homeowners shared their personal experiences with cars speeding on Los Altos.

Motion: Scott Stromberg made a motion to approve the reallocation of project fund money and move grounds/bark, turf reduction and bulletin boards money to parkway improvements; Jim Gaba seconded, motion carried unanimously.

- I. Barbara Gonzales presented information on tumble weeds, including pictures, to the Board for their consideration. She included information on the proposed changes to the waste management agreement with the City in 2016 and felt the tumble weed problem was Association wide. Barbara concluded with a recommendation that during high wind events the Association landscape company aid in the cleanup of tumble weeds along with the Association providing the means for disposal. If income cannot be found in the budget, Barbara proposed that assessments would probably need to be raised with the funds earmarked for trash hauling.

Motion: Scott Stromberg made a motion to disapprove the request; Jim Gaba seconded the motion with a comment that he doesn't believe this Association wants to get into the trash removal business, motion carried unanimously.

The homeowners present agreed with the motion of the Board.

XI. Membership Forum

- A homeowner would like to see grass removed for a wider pathway on Los Altos. She would like less grass for watering and a concrete sidewalk.

NEXT MEETING SCHEDULES – Meeting dates: November 12, 2015. Budget Ratification Meeting is scheduled for 10:00 a.m. on November 12, 2015 at the Association office.

XII. Adjournment

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

Respectfully submitted,

Stacie Ciesynski

Jim Gaba, Secretary