

The Vistas Homeowners Association

QUARTERLY MEETING MINUTES
BUD BEASLEY ELEMENTARY SCHOOL
October 23, 2008 - 6:30 P.M.

Board Members Present

Dave Stefan - Absent
Mary LeMay
Dave Sexton
Larry Kleinworth - Absent
Jim Baldwin

Staff Present

Stacie Ciesynski, Office Manager
G' Richmond, CAM - Absent
Chris Burton

I Call to Order

Dave Sexton called the meeting to order at 6:32 p.m.

Introduction of Board members and staff, Dave Stefan, Larry Kleinworth and G' Richmond was absent. For the record it was stated the meeting would be recorded.

II Membership Forum

- A homeowner complained about the weeds growing in the association's lot on Palo Alto. Stacie will follow-up with Dave Stefan who had been dealing with the issue previously.
- Homeowner asked about the weeds on Southview Drive by the stairway and said there was a water problem near one of the trees. National Landscape will be contacted to take care of the problems.
- A question was asked when the dead pine tree on Orinda would be cut down. National Landscape will be removing the tree. Another homeowner asked if the tree could be replaced. Dave Sexton said that the Board would look at replacing the tree.
- Homeowner asked if the landscapers could cut the branches on the trees that are growing over the pathway. It was explained that now is not the time to trim trees but would be trimmed at the appropriate time.
- A question was asked about the policy for trees in the front yard. It was explained that the CC&R's required the builder put two trees in the front yard. If trees are removed or the landscaping is changed, approval must be received from the Architectural Control Committee.
- A homeowner suggested the creation of a committee to try to deal with the issues pertaining to each village in the association. Neighborhood and vacation watch program, help to encourage homeowner membership with the Nevada Fire Safe Council were a few of the suggestions for this committee. A committee charter will need to be established with a specific purpose and responsibility. A list was circulated to see who would be interested in serving as possible committee members. Dave Sexton suggested that we could also put the information in the newsletter.

III Council Representative – Mike Carrigan was not present at the meeting.

IV Approval of MINUTES

Motion: Mary LeMay made a motion to approve the July 24, 2008 meeting minutes; Jim Baldwin seconded, motion carried unanimously.

V Financial Report

A. Treasurer's Report

1. Financial Report – July, August, and September 2008

Mary LeMay gave the unaudited financial report as follows:

Total Cash Assets	\$255,682.82
Architectural Deposits	\$ 6,033.72
Reserve Funds	\$125,345.25
Accounts Receivable	\$ 24,393.04
Total Assets	\$411,454.83
Total Liabilities	\$108,208.50
Total Capital	\$303,246.33
Liabilities & Capital	\$411,454.83

Motion: Dave Sexton made a motion to approve the July, August, and September 2008 unaudited quarterly financial report; Jim Baldwin seconded, motion carried unanimously.

VI Reports

Landscape Report

- A. Motion:** Jim Baldwin made a motion to approve the bid of \$5,000 to import planting soil and plant 100 shrubs on Vista Terrace Lane; Dave Sexton seconded, motion carried unanimously.
- B. Motion:** Mary LeMay made a motion to table additional bark/rock on the parkway for further review; Jim Baldwin seconded, motion carried unanimously.
- C. Motion:** Jim Baldwin made a motion to approve the bid of \$3,980 to remove existing turf on the small island at Los Altos Parkway by Goodwin and replace with 30 shrubs, weed barrier and rock; Mary LeMay seconded, motion carried unanimously.
- D. Motion:** Mary LeMay made a motion to approve the bid of \$1,900 to rock the small center islands on Spring Vista, south side of Canyon Run and Canyon View as well as the area on the north side of Los Altos between Spring Vista and Canyon View; Jim Baldwin seconded, motion carried unanimously.

VII Correspondence

A. Owner Requests-Letters to the Board of Directors

1. The Board discussed the homeowner email requesting that political signs follow the same guidelines as For Sale signs in the CC&R's which require the sign be placed on its own post and cannot be higher than 42 inches from the ground. The Board directed staff to enforce political signs with the same requirements as For Sale signs in the manner of presentation and placement.

VIII Compliance Report

- A.** Chris reported that for the period from July through September there was 460 compliance letters sent, 85 hearings were scheduled, 29 were put on the executive agenda and 19 homeowners were fined. 70% of all letters were lawn/yard maintenance related issues, other violations were garbage can, trailers, boats, oil stains, etc.

IX Old Business

X New Business

- A.** The Board explained the purpose of The Nevada Fire Safety Council and encouraged homeowners to become members. The success of the program depends on the success of getting the community involved. **Motion:** Jim Baldwin made a motion to approve board membership in The Nevada Fire Safety Council; Mary LeMay seconded, motion carried unanimously.
- B. Motion:** Jim Baldwin made a motion to award the audit of association financial statements for 3 years to Gene Clawson, CPA in the amount of \$3,500.00 per year; Mary LeMay seconded, motion carried unanimously.

- C. Dave Sexton disclosed a conflict of interest since his son's company bid on painting the light poles, he abstained from the discussion and vote.
Motion: Mary LeMay made a motion to transfer up to \$7,505 from the reserve fund to paint the light poles. The award of the contract will occur at a later date based upon the selection and agreement of three (3) Board members (excluding Dave Sexton); Jim Baldwin seconded, motion carried unanimously.
- D. **Motion:** Mary LeMay made a motion to accept the bid for the Reserve Study to be conducted by Resource 1, a licensed reserve study specialist as required by NRS 116, in the amount of \$2,995. The reserve study will be conducted in 2009 to take effect Jan. 2010; Dave Sexton seconded, motion carried unanimously.
- E. **Motion:** Mary LeMay made a motion to approve the office lease for new suite #124 for a two year period; Dave Sexton seconded, motion carried unanimously.
- F. **Motion:** Mary LeMay made a motion to review the cost benefit to having workers compensation coverage for Board members and volunteers; Jim Baldwin seconded, motion carried unanimously.
- G. **Motion:** Jim Baldwin made a motion to approve the 2009 operating budget; Mary LeMay seconded, motion carried unanimously.
Motion: Mary LeMay made a motion to approve the 2009 reserve budget; Jim Baldwin seconded, motion carried unanimously
- H. **Motion:** Mary LeMay made a motion to review repairing the Vista Ridge sign and make appearance enhancing changes to The Vistas entrance sign; Jim Baldwin seconded, motion carried unanimously

NEXT MEETING SCHEDULES-Meetings are normally held the fourth Thursday of every third month. (January 22, 2009, April 23, 2009, July 23, 2009, and October 22, 2009)

XI Adjournment

Being no further business, Dave Sexton adjourned the meeting.

Respectfully Submitted,

Stacie Ciesynski

Secretary, Board of Directors

The Homeowners have a right to have a copy of the minutes or a summary of the minutes of the following distributed upon request if the homeowner pays the association the cost of making the distribution. (NRS 116.3108 Section 3 Additional copies of the Agenda may be obtained at 1281 Terminal Way, Suite 217 Reno, Nevada 89502