



Board of Directors Meeting – January 27, 2022
Via Webex Platform - GENERAL SESSION MINUTES

BOARD MEMBERS PRESENT: Sarah Nelson, President; Joe Affinati, Vice President; Matt Wood, Treasurer; Sheryl Forte, Secretary; Gayle Lopez, Director; Theodore Dann, Director and Ellen Hong, Director

GUEST: Hanna Delosantos, AAA Landscape and Gayle Mateer, Vistoso Preserve

FIRST SERVICE RESIDENTIAL: Barbara Daoust, General Manager; Trenais Bryant, Assistant Community Manager and Anthony Martin, Project Administration Manager

I. CALL TO ORDER - The meeting was called to order by President Sarah Nelson at 5:30 PM.

II. ADOPT AGENDA

A motion was made by Matt Wood to approve the agenda as amended, seconded by Ted Dann. Topic of "Rompsen Request for Variance Parcel 219-19-1910 was added after adopt the agenda, item A. Site Office Locations & Costs was removed under X. Old Business and under Consent Agenda IV, to indicate there are items A through D. Motion passed unanimously.

III. ROMPSEN REQUEST FOR VARIANCE, PARCEL 219-19-1910

The Town of Oro Valley, the perspective new buyer of the 6 acres and the Rompsen Group approached the association requesting a variance. Currently the parcel has a land use classification of "General Commercial Use" as per the association's governing documents. The variance request is to allow for residential development of the parcel.

Sarah Nelson moved that the Board issue the proposed letter to Rompsen and grant the enclosed variance with respect to the 6 acres know as Parcel 219-19-1910. However, this variance will be contingent upon Rompsen selling the property to the purchaser who was previously disclosed to the Association. Motion was seconded by Sheryl Forte. Motion was unanimously approved.

IV. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS

A motion was made by Matt Wood and seconded by Joe Affinati to approve the December 9, 2021, meeting minutes as presented. Motion passed unanimously.

V. CONSENT AGENDA ITEMS

- A. Ratify the approval of Executive Session Minutes: December 8, 2021, December 15, 2021, and January 12, 2022.
- B. Ratify the approval of the Compliance Committee Results/Fines for January 2022 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for December 2021 & January 2022- Recommendations were presented at the Executive Session.
- D. Ratify the Board Decision on the Variance Requests – Recommendations were presented at the Executive Session.

A motion was made by Joe Affinati, seconded by Sheryl Forte to approve the consent agenda items A-D. Motion unanimously passed.

VI. REPORTS

- A. **Town of Oro Valley Representative** – No report
- B. **Management Report** – Management reported on the following topics:
 - RVB Street Lights - Chris Monrad from Monrad Engineering has prepared his findings and recommendations. Management suggested to have a separate meeting on this topic within the next few weeks.
 - Parks & Recreational Equipment - Third Degree Recreation has finished the installation of the playground equipment at Monticello Park and the replacement bridge for the Sunset Ridge Park.
 - Vistoso Crossing - Staff has been conversing with Richmond American on the final steps of the transition of the neighborhood prior to the Town of Oro Valley releasing the final bond.
 - Wildlife Fencing Project - AAA Landscape, VCA Representatives and Cheryl Huelle from the TOV met to go over the plans and to address the removal of plants that were identified. TOV will ensure to (1) mark the work area with stakes, (2) review the backflow, meter, and water fountain location, (3) review the 2 locations with TEP at Scenic Overlook PI to determine the best source for power and (4) notify the HOA of the construction schedule.
- C. **Financial Report of the Association** – Board Treasurer Matt Wood reviewed the financial report.
 - He reported that there was \$120,000 in surplus, the association did spend a considerable amount on legal fees in 2021 and the association had difficulty getting capital reserve projects going.
A motion was made by Sheryl Forte and seconded by Joe Affinati to accept the November and December 2021 financial reports. Motion passed unanimously.
- D. **Landscape Report** – Hanna Delosantos from AAA Landscape reported:
 - Turf is in good condition and crew is continuing view fence clearing.
- E. **Preserve Vistoso Update** – Gayle Mateer thanked the board for approving the variance. She reported that pledges have been collected and are in escrow. The board had their elections, and the officers will remain the same.
- F. **Project Administration & Proposals** – Anthony Martin from FirstService Residential reported on the following projects.
 - **Bridal Veil Erosion Project** – Two engineering proposals from Copper State and Bogardus Engineering were reviewed and discuss by the board.
A motion to approve the proposal submitted by Bogardus Engineering was made by Gayle Lopez and seconded by Matt Wood. Motion was approved unanimously.
 - **Greenway Channel** – Anthony Martin reported that the project is expected to start February 7, 2022. Venture West has agreed to let the association use part of their property as a staging area. John Spiker at TOV has been notified about the project.

VII. COMMITTEE REPORTS

- A. **Architectural and Landscape Review Committee** – Sheryl Forte reported that the Committee met to review and discuss two homeowner requests. The committee has completed their review and changes to the guidelines and plant list. They will be presented to the Governing Documents Committee for review.
- B. **Communication Committee** – Dan Sturmon reported the release date of February 4, 2022, for the newsletter. Most Articles are focused on the upcoming election and soliciting volunteers for committees.
Compliance Committee – Joe Affinati announced there has been a significant reduction in violations from the last year. The committee will be meeting with the parking inspection firm to review the contract.
- C. **Finance Committee** – Matt Wood reported the committee met on January 18 and approved recommending one of the landscaping proposals.
- D. **Governing Documents Committee** – The board discussed the following points in relationship to amending the CC&Rs. The committee was seeking approval and board support to move forward on this project.

APPROVED

- The board discussed the written consent process rather than using the traditional vote method to get membership approval.
A motion was made by Gayle Lopez and seconded by Matt Wood to approve the written consent process. Motion was unanimously approved.
- Discussion ensued on changing the 75% amendment requirement to a simple majority.
A motion was made by Gayle Lopez and seconded by Matt Wood to have members change the 75% threshold to a simple majority. Motion passed with five votes in favor and two opposing votes casted by Ted Dann and Joe Affinati.
- The board discussed the utilization of hiring an outside resource, PR, or HOA consultant to develop a scope of work.
A motion not to engage a PR consultant to develop a scope of work for \$2,500 - \$3,000 was made by Gayle Lopez and seconded by Joe Affinati. Motion carried with six votes in favor and one abstention casted by Sarah Nelson.
- The committee requested approval to the board to use the revised slide presentation to meet with sub-association to start getting the word out to the members about this upcoming project.
A motion was made by Matt Wood and seconded by Gayle Lopez for the committee to start meeting with sub-associations using the updated slide presentation. Motion was unanimously approved.

E. Nominating Committee – Candidate orientation occurred on January 24, 2022. Sarah Nelson announced the board candidate slate for 2022.

Single Family Homes Candidates:

Joseph Affinati (incumbent)
Doug East
Sheryl Forte (incumbent)
Jeff Hebb
David Light
Mark Owens
Gregory Spake
Barbara Stough
Dan Sturmon

Other Than Single Family Candidates:

Carl Buchwald
Theodore Dann (incumbent)

Commercial Candidate:

Kandavel Shanmugam

A motion was made by Matt Wood and seconded by Gayle Lopez to accept the list of candidates for 2022. Motion was approved unanimously.

On February 22, 2022, there will be a zoom meeting to meet and greet the candidates. At the February 24, 2022, the board will be appointing the Nomination Committee to serve for the 2023 election. On February 25, 2022, voting will be open.

F. Parks & Landscape Committee – Susan Wood reported the committee has been reviewing proposals to address tree pruning and removal. Also, discussion ensued on the Wildlife Fence Project and removal of common area shrubs for this project.

VIII. COVID 19 – The status remains the same concerning the CDC rating for Pima County.

IX. HOMEOWNER FORUM

Homeowner from 1129 W Montelupo Dr. discussed pool equipment noise from her neighbor's yard. Board President Sarah Nelson requested to have staff contact the homeowner to inform her of the process of filing a complaint.

APPROVED

X. OLD BUSINESS

A. Landscaping Proposals

A motion was made to appoint Matt Wood and Joe Affinati to meet and discuss the maintenance service contract for 2200-2024 with AAA Landscape and to report back to the board at the next meeting. Motion was unanimously approved.

XI. NEW BUSINESS

A. Collection Services

The board reviewed and discussed the proposals submitted from the Brown Law Group and Maxwell & Morgan.

A motion was made by Joe Affinati and seconded by Ted Dann to approve the proposal submitted by The Brown Law Group. Motion carries with six votes in favor and one opposing vote casted by Gayle Lopez.

B. Vistoso Crossing Backflow

A motion was made by Sheryl Forte and seconded by Matt Wood authorizing FirstService Residential to turn on the backflow within the Vistoso Crossing neighborhood. Motion was unanimously approved.

C. Spring Yard Sale

A motion was made by Matt Wood and seconded by Sheryl Forte to approve the spring yard sale for April 9, 2022. Motion carried unanimously.

D. Formation of Pickleball Task Force

Discussion ensued about the need to have membership approval (two thirds vote) to change the current use of the common area as per section 12.5 of the CC&Rs. It was stated that the association has never spend money on construction amenities.


Members were given an opportunity to state their views on the subject.

A motion was made to create a small committee and survey with no cost to the association and not to be intrusive. Motion fails with three votes in favor and four opposing votes casted by Joe Affinati, Sheryl Forte, Ellen Hong and Sarah Nelson.

XII. REVIEW OF CORRESPONDENCE – The board reviewed homeowner correspondence.

XIII. NEXT MEETING DATE – February 24, 2022 – 5:30 p.m. via zoom.

XIV. ADJOURNMENT – *A motion to adjourn the meeting was made at 8:54p.m. Motion carried unanimously.*



Vistoso Community Association Secretary

2-25-2022
Date