



**Board of Directors Meeting – February 16, 2022**  
**Via Webex Platform - GENERAL SESSION MINUTES**

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

**GUEST:** Christian Monrad from Monrad Engineering and David Cummard from the Mahoney Group

**FIRST SERVICE RESIDENTIAL:** Barbara Daoust, General Manager

**I. CALL TO ORDER** - The meeting was called to order by President Joe Affinati at 5:30 PM.

**II. ADOPT AGENDA**

*A motion was made by Matt Wood to approve agenda as amended, seconded by Sheryl Forte. "Commercial Candidate Position" was added to the agenda. Motion passed unanimously.*

Joe Affinati announced that Sarah Nelson recently resigned from the board and thanked both Sarah and John Nelson for their years of service to the community.

**III. STREET LIGHTING**

Chris Monrad from Monrad Engineering, Inc. provided a report on the recent repairs and recommendations on the Rancho Vistoso Blvd. street lighting.

- The recent outages were directly related to circuit breakers being turned off at two metered street lighting boxes. Once they were turned back on power was restored to most of the street lighting.
- Other areas had shorts as result of rodent damage and moisture infiltration. Additional troubleshooting is needed to resolve the outage near Saguaro Arm Trail.
- Several pull boxes were found to be packed with dirt due to the rodent activity.
- Roughly 17 existing induction lamp fixtures are still nonfunctional, and it is suggested to have these lamps replaced with LED fixtures. The replacement lamps will provide better glare control and energy efficiency. Also, the cabling for these lamps should also be replaced from the pull boxes to the lamp and cleaning out of the pull boxes.

The board requested a proposal from Monrad Engineering to accomplish this scope of work.

**IV. INSURANCE RENEWAL**

David Cummard from The Mahoney Group reviewed the current coverages and renewal quote presented by Cincinnati Insurance. The premium increase is \$3,439. Mr. Cummard agreed to review coverages offered through the management agreement with the association's policy after the renewal.

**V. BOARD VACANCY**

The board discussed the board vacancy.

*A motion was made by Matt Wood, seconded by Sheryl Forte to include the board vacancy which is for a one year term in the 2022 annual meeting election process for a single-family voting classification. The third highest vote receiver will fill this position in the single-family category. Motion was approved unanimously.*

APPROVED

**VI. COMMERCIAL CANDIDATE POSTION**

It was reported that the commercial candidate withdrew his name from running and the board will be making an appointment to this position soon after the annual meeting. An announcement will go out to the members informing them of these changes.

Note: Gayle Lopez left the meeting at 6:47pm.

**VII. AAA LANDSCAPE MAINTENANCE CONTRACT**

Joe Affinanti and Matt Wood discussed their meeting with AAA Landscape leaders regarding their proposal. It was pointed out the added value, additional crew members to serve the community, and the contract increase was related to minimum wage increase and additional staff.

***A motion was made by Matt Wood and seconded by Sheryl Forte to approve the AAA Landscape contract. Motion was unanimously approved.***

**VIII. LANDSCAPE PROPOSALS**

- A. Removal 11 Trees & Prune 5 Trees along RVB Horizon Wall - \$9,300
- B. Lantern Tree Removal - \$4,030
- C. Meadview Tree Removals - \$3,180

The board reviewed and discussed the above three proposals as presented by AAA Landscape. Both the Parks & Landscape and Finance Committees reviewed and is recommending to the board the approval of all three proposals.

***A motion was made by Ted Dann and seconded by Matt Wood to approve the three landscaping proposals (A through C) as submitted by AAA Landscape. Motion passed unanimously.***

- IX. NEXT MEETING DATE** – February 22, 2022 – Meet & Greet the Candidates at 5:30 p.m. via zoom.  
February 24, 2022- General Session Board Meeting at 5:30 p.m. via zoom.

- X. ADJOURNMENT** – ***A motion to adjourn the meeting was made at 6:58p.m. Motion carried unanimously.***



Vistoso Community Association Secretary

2-25-2022  
Date