



Board of Directors Meeting – April 28, 2022
Via Webex Platform - GENERAL SESSION MINUTES

BOARD MEMBERS PRESENT: Gayle Lopez, President; Matt Wood, Vice President; David Light, Treasurer; Dan Sturmon, Secretary; Joe Affinati, Director; Carl Buchwald, Director and Robert Feltes, Director

GUEST: Hanna Delosantos, AAA Landscape

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

I. CALL TO ORDER - The meeting was called to order by Gayle Lopez at 5:30 p.m.

II. ADOPT AGENDA

One topic was added to the agenda under New Business, D. Old Office Electronic Equipment and the topic Wildlife Ridge Park Request was moved up on the agenda under “Homeowner Forum” for discussion.

A motion was made by Matt Wood to approve the agenda as amended, seconded by Dan Sturmon. Motion passed unanimously.

III. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS

A motion was made by Dan Sturmon and seconded by Carl Buchwald to approve the February 24, 2022, March 24, 2022, with one amendment, April 1, 2022, and April 11, 2022, meeting minutes.

In the March 24, 2022, minutes the vote for the Treasurer’s appointment was changed to “The motion was approved with six votes in favor and one opposing vote casted by Joe Affinati”.

The motion was approved unanimously.

IV. CONSENT AGENDA ITEMS

- A. Ratify the Approval of Executive Session Minutes: February 23, 2022, March 23, 2022, and April 11, 2022
- B. Ratify the Approval of the Compliance Committee Results/Fines for April 2022 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for April 2022- Recommendations were presented at the Executive Session.

A motion was made by Matt Wood, seconded by Dan Sturmon to approve the consent agenda items A-C. The motion carried with 5 votes in favor and two votes casted by David Light and Robert Feltes approving Items B and C and the April 11, 2022, minutes and abstaining from the February 23, 2022, and March 23, 2022, meeting minutes.

V. HOMEOWNER FORUM

- Homeowner of 1235 W Varese Way expressed concern about parking patrol contractor touring her neighborhood in recent weeks.
- Family of 2389 E Vistoso Village Place made a plead for consideration to install a basketball court at Big Wash Park.

VI. Wildlife Ridge Park Request

The board reviewed and discussed Painted Sky Elementary School request to reserve the ramada at Wildlife Ridge Park for their 5th grade celebration on May 19 from 8:00am until 12:00pm. Both the association insurance broker and attorney advised that the board should request a certificate of insurance naming VCA as an additional insured prior to the event taking place.

A motion was made by Carl Buchwald and seconded by Matt Wood to consider the request by the school. The motion was amended by Carl Buchwald and seconded by Matt Wood to approve the reservation request made by Painted Sky Elementary school with the stipulation that a certificate of insurance naming Vistoso Community Association as an additional insured is received two days prior to the event and all trash is removed from the park that does not fit in the receptacles. Motion was approved unanimously.

VII. REPORTS

A. **Management Report** – Management reported on the following topics:

- **RVB Street Lights** - At the February 24, 2022, meeting, the board requested Chris Monrad from Monrad Engineering for a proposal to address the current non-functional street fixtures along with replacing the existing wiring, cleaning out and upgrading the wiring within the respective poles and clean out the pull boxes of dirt and debris from rodent infestation. The proposal will include bid preparation to develop a computer model for a demonstration project to assess the best fit for improving lighting along RVB and to assist during the bidding and construction phases of the project. The board will be reviewing and considering Mr. Monrad's proposal at the May 4 open meeting.
- **Capital Projects** - Proposals have been solicited for the following projects:
 - Painting- metal surfaces, light poles, tennis court fences at Hohokam Park; fence & rails at Eagle Summit monument; Bell Tower; wall & rails at Vistoso Highland and Stone Village
 - Basketball court refurbishment at Sunset Ridge Park
 - Playground shades at Wildlife Ridge, Torreno, Hohokam and Sunset Ridge Parks
 - Playground Surface Replacement at Hohokam and Wildlife Parks
 - Furniture Replacement at Big Wash Park, Lost Coyote Trail behind Horizons & Vistoso Heights, Lost Coyote Trail behind Mesquite Crest & Reflections, Wildlife Ridge Park, Sunset Ridge Park, Woodshade TrailThe board will be reviewing and discussing the bids at the May 4 meeting at 5:30pm.
- **Wildlife Fencing Project** - At the annual meeting Paul Keesler, Public Works Director/Town Engineer announced that the Town of Oro Valley (TOV) had to rebid the General Contracting portion of the project out. The association is waiting on a start date for the project and will provide notice once we receive confirmation from TOV.
- **Committee Volunteers** - At tonight's meeting the board will be appointing committee members to the ALRC, Compliance, Communications, Finance, Governing Documents and Park & Landscaping.
- **Onsite Office** - The committee has narrowed down the search to two possible locations. They will be sharing their findings later this evening.
- **Moore Loop Road Park** - Representatives of the board, Park & Landscape Committee and management met with Mattamy to discuss the drainage issue that encompasses the playground and the grass area adjacent to the playgrounds. Mattamy has presented a drainage plan to address these areas to the Town of Oro Valley. Once the design is approved, they will begin to remediate the problem.
- **Erosion Projects**
 - The Greenway Channel located at N. Vistoso Park Road has been completed.
 - AAA Landscape has commenced with the repairs to the drainage area located at Sunset Ridge Park the week of April 11, 2022.
 - Engineer Tracy Bogardus is currently compiling the hydrologic data for the Bridal Veil site. He has reached out to the soils engineer for investigation and set up a meeting with the Town of Oro Valley for input. Project Manager Anthony Martin will provide an update on the progress of this project later in the meeting.

APPROVED

- The board will be reviewing a proposal for the project management portion of the 27 Mile erosion project at this meeting.
- **Community Event** - Come join us on Saturday, April 30 from 9:00am-12:00pm to meet the board members, AAA Landscape Oro Valley Police and Golder Ranch Fire Department. Wow Wow Lemonade will be providing refreshments. VCA staff will be available to assist you in setting up E-statements and Click Pay. The event will be held at Vistoso Community Association Office located at 945 W Vistoso Highlands Drive.
 - B. **Financial Report of the Association** – Board Treasurer David Light provided a written report on the March 2022 Financial Statements.
A motion was made by Gayle Lopez and seconded by Dan Sturmon to accept the March 2022 financial reports. Motion passed unanimously.
Management will follow up with RBC Wealth Management on the requested reports.
 - 1. **Separate Siena from Master Association Reserve Study**
The board discussed excluding Siena from the Master Association Reserve Study for 2023. David Light provided a written summary on this topic.
A motion was made to approve separating Siena from the Master Association Reserve Study and not having a 2023 update for Siena. Motion failed with two in favor and five opposing votes casted by Matt Wood, Dan Sturmon, Joe Affinati, Carl Buchwald, and Robert Feltes.
 - C. **Landscape Report** – Hanna Delosantos from AAA Landscape reported on the following topics:
 - Weekly seasonal turf irrigation adjustment to accommodate winter rye until turf transitions
 - Drip irrigation seasonal schedule adjusted
 - Replacement of 6 valves at Vistoso Crossing due to system being inactive
 - Completed two irrigation main line repairs
 - Dormant turf being prepared to come out of dormancy
 - Preemergent has been completed for the community
 - Post emergent is now in full swing.
 - Mesquite Crest wall clearance along WAPE Trail has been completed.
 - D. **Project Administration & Proposals** – Anthony Martin from FirstService Residential reported on the following projects:
 - **Greenway Channel** has been completed.
 - **Valley Vista Turnover** – Waiting on Town of Oro Valley approval to have Pulte commence with the repairs.
 - **Altera Turnover** - Mattamy revised the drainage plan after the meeting with Association representatives on March 2. They are waiting for Town approval on the design.
As for the park handrail, the town did confirm that there is no requirement for a rail in this area. The project manager will get a cost for installing a handrail in this location.
 - **Sunset Park Erosion Project** – The final inspection is scheduled next week.
 - **Bridal Veil Erosion Project** – The engineer, Tracy Bogardus is compiling the hydrologic data for the location and will be meeting the soil engineer on site.

VIII. COMMITTEE REPORTS

Committee Chairs provided written reports prior to the meeting and copies are distributed to the board and members for review.

- A. **Architectural and Landscape Review Committee** – It was suggested that the association take a proactive role with builders that are still developing sections of the community.
- B. **Communication Committee** – No questions
- C. **Compliance Committee** – No questions
- D. **Finance Committee** – No report
- E. **Nominating Committee** – No report
- F. **Governing Documents Committee** – No questions

APPROVED

G. Parks & Landscape Committee – No questions

IX. OLD BUSINESS

A. Cyber Insurance Coverage

The board reviewed and discussed the need and cost of the cyber insurance coverage included in the association's policy. The consensus of the board was to have the coverage included.

B. VCA Office Space

The board discussed the office locations at 1171 E Rancho Vistoso Blvd. and 12475 N Rancho Vistoso Blvd. Director Robert Feltes announced he will be recusing himself from discussion and voting on this topic since he has a relationship of employment with one of the owners of the properties being considered.

A motion was made by Matt Wood and seconded by Carl Buchwald to authorize Matt Wood, Carl Buchwald, and the General Manager to enter negotiations with the two landlords and bring the results back to the board for consideration. Motion carried with six votes in favor.

X. NEW BUSINESS

A. Committee Charters

The board reviewed and discussed the Committee Charters.

A motion was made by Matt Wood and seconded by Dan Sturmon to approve the revised charter as presented.

The motion was amended by Matt Wood and seconded by Dan Sturmon to change the revised language to "it is desirable that the committee will be comprised of an odd number...". Motion passed unanimously.

B. Appointment of Committee Members

A motion to approve the appointment of the committee members for the ALRC, Communications, Compliance, Governing Documents, Parks & Landscape Committees was made by Matt Wood and seconded by Dan Sturmon. Motion was unanimously approved.

C. Old Office Electronic Equipment

Vice President Matt Wood and Jim Dobbin inspected the old electronic equipment in the VCA office and determined it has no value and should be disposed of properly.

A motion was made by Matt Wood and seconded by Dan Sturmon to authorize the disposal of the old office equipment in a proper manner. Motion passed unanimously.

XI. REVIEW OF CORRESPONDENCE – The board reviewed and discussed the homeowner correspondence received.

A. Siena Flag Request – The board reviewed the homeowner's request, and no action was taken since there was no further support for the project.

B. CC&R Amendment Change Suggestion – No action needed.

XII. NEXT MEETING DATE – The next open session meeting is scheduled for Wednesday, May 4, 2022, at 5:30p.m. via zoom.

XIII. ADJOURNMENT – ***Motion made by Dan Sturmon, seconded by Matt Wood to adjourn the meeting at 7:12p.m. Motion carried unanimously.***


Vistoso Community Association Secretary


Date