



**Board of Directors Meeting – May 25, 2023**  
**Via Webex Platform - GENERAL SESSION MINUTES**

**BOARD MEMBERS PRESENT:** Dan Sturmon, Vice President; Ted Dann, Treasurer; Randy Kohout, Secretary; Joe Affinati, Director; and Sonia Suri, Director

**Absent:** Matt Wood, President; and Robert Feltes, Director

**GUESTS:** Jeff Hatfield from 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 Dan Sturmon at 5:30 PM.
- II. **ROLL CALL AND ADOPT AGENDA**  
*A motion was made by Dan Sturmon and seconded by Randy Kohout to approve the agenda as presented. Motion was approved unanimously.*
- III. **ORO VALLEY POLICE CHIEF KARA RILEY**  
Chief Riely reviewed operations and the respond times to calls with the VCA members. She indicated that an individual was apprehended recently for the graffiti vandalism occurring in Oro Valley, Marana, and greater Tucson area. She explained the trespass consent agreement that allows the police to patrol and make arrests on private property. The Vistoso Community Association is participating in this program. Also mentioned that the police volunteer unit is operational and does check residences homes while they are away for extended time periods.
- IV. **REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS**  
*A motion was made by Ted Dann and seconded by Dan Sturmon to approve the April 27, 2023, meeting minutes as presented. Motion was approved unanimously.*
- V. **CONSENT AGENDA ITEMS**
  - A. Ratify the Approval of Executive Session Minutes: April 26, 2023
  - B. Ratify the Approval of the Compliance Committee Results/Fines for May 2023 – Results were presented at the Executive Session.
  - C. Ratify the Approval of Fee Waivers for May 2023- Recommendations were presented at the Executive Session.*A motion was made by Randy Kohout, seconded by Ted Dann to approve the consent agenda items A-C. The motion passed unanimously.*
- VI. **HOMEOWNER FORUM**  
Homeowner from Stone Village addressed the board on the proposed 132-unit apartment development on the 6.06 – acres located on the old Vistoso golf course property. Concerns expressed were safety, traffic and compatibility with the existing neighborhood. A request was made for the VCA board to research this and to contact the Town of Oro Valley and the Nature Preserve on this project.  
Dan Sturmon announced that if members have further comments on this subject to send an email to [AskVCA@ranchovistosohoa.com](mailto:AskVCA@ranchovistosohoa.com).

## VII. REPORTS

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

- **RVB Street Lights** - The board is in the process of evaluating the twelve new fixtures installed along Rancho Vistoso Boulevard. A separate meeting will be scheduled with Chris Monrad from Monrad Engineering to discuss the pilot project.
- **Shade Sails** - The shade sails for Big Wash Park have arrived and is expected to be installed by the end of May.
- **Hohokam Park** - The spring rider at Hohokam Park is under repair. Third Degree Recreation has ordered the new spring for the equipment and will install upon delivery.
- **Wildlife Fencing Project** - Members of the Parks & Landscape Committee, VCA Staff along with AAA Landscape met with The Town of Oro Valley (TOV) Engineer Cheryl Huelle to confirm the location of the new electrical lines. The TOV has still a few outstanding items left to address.  
AAA Landscape will be providing a proposal to re-landscape the entryways for both Big Wash Overlook Place and Scenic Overlook Place.
- **VCA New Office Signage** - The signage has been installed on the front door and the marquee. Territorial Signs is in the process of fabricating the design for the building.  
The Vistoso Highlands monument sign located on the corner of RVB and Vistoso Highlands Dr. has been vandalized. Territorial Signs has been asked to fabricate the two letters that are missing from the sign.
- **Capital Projects**
  - Irrigation** – Management met with the Town of Oro Valley staff to clarify the scope of the project. The RFP has been developed and bids are currently being solicited.
  - Painting** – Facelift Painting has been selected for the painting projects slated for this year which includes the following reserve components: #510- Common area metal fence in Vistoso Heights, #710 retention basin perimeter fence in Overlook, #2014 – Siena entry walls and gates and #1320 - Metal rails along Vistoso Highlands Dr. Tentative start date of the project is June 11, 2023.
  - Asphalt Projects** – The asphalt projects for Hohokam Park, Big Wash Park, Wildlife Park, Woodshade Trail and Eagle Summit path has been completed.
- **Erosion Projects**
  - Big View Ct. Channel** – AAA Landscape has removed the additional vegetation from the drainage channel to allow the engineers to inspect and evaluate the additional erosion west of the original failure that has been identified. WLB has provided a proposal for the redesign plan which the board will be discussing on May 25.
- **27 Mile** – At the last board meeting a sub-committee was appointed to inspect the trailhead slope with the engineer to address the grade. The group on May 10, 2023, met with John Wise from WLB, FirstService Residential Project Administrative Manager Anthony Martin and Barbara Daoust, General Manager. Based on their findings, WLB has been authorized to proceed to redesign the entryway to the trailhead.  
The association attorney is drawing up the contract for this project for Rockridge Construction to sign.
- Bridal Veil** – VCA Engineer Tracy Bogardus, FirstService representatives, TOV Engineer John Spiker, will be meeting on May 30, 2023, at 9:00am with the board to discuss the best solution to resolve the drainage repair in this location.
- **VCA Facilities** - The tennis court locks at Hohokam Park, restroom lock at Wildlife Ridge Park, and the pedestrian gate at Siena have been repaired.  
At the April 27 meeting, the board approved entering into agreement with OVPD to permit police officers to patrol and arrest individuals at our community facilities. The appropriate signage has been ordered.
- **E-Statement Promotion** - With the E-Statement promotion that concluded on April 30, 2023, the association has doubled the number of members utilizing this program. We have 20% of accounts signed up for E-Statements. The three winners have been notified and have been announced in the newsletter.
- **VCA MAPS** - The revised Vistoso Community maps are now available on the association's website at [www.ranchovistosohoa.com](http://www.ranchovistosohoa.com).
- **Guidelines** - The revised Architectural & Landscaping Review Committee Guidelines can also be found on the website at [www.ranchovistosohoa.com](http://www.ranchovistosohoa.com).

## APPROVED

- B. Financial Report of the Association** – Board Treasurer Ted Dann provided the April 2023 financial report.
- The Operating Fund balance as of April 30, 2023, is \$1,095,329. This is sufficient to meet current and foreseen cash needs.
  - The Reserve Fund balance is \$3,483,187.
  - The liquidity of the association is strong to meet the association needs.
  - The account receivable balance is \$221,835.
  - Total income for the month of April is \$175,913 which is \$25,710 under budget because of lower revenues from late fees, residential and commercial assessments.
  - Total expenses for April are \$188,099 which is \$37,950 under budget. YTD actual expenses is \$771,753 which is \$119,337 under budget.
  - Monthly contribution of \$79,167 was made to the reserve fund making the YTD contribution at \$316,667.
  - A total of \$30,762 was spend out of the reserve fund in April which makes a total of \$75,302 YTD.
  - Siena's operating fund balance year to date is \$14,288 and the reserve fund year to date is \$212,687.
- A motion was made by Randy Kohout and seconded by Joe Affinati to accept the April 2023 financial and treasurer reports. Motion was approved unanimously.***
- C. Landscape Report** – Hanna Delosantos from AAA Landscape provided a written report which was included in the board packet and posted on the website.
- Jeff Hatfield discussed the sustainable water practices taken by AAA Landscape such as using natural methods for trimming and refraining on overseeding sections of the community annually.
- D. Project Administration & Proposals** - Anthony Martin, Project Coordinator provided a project update written report to the board and copy was posted on the website.
- 1. Additional Engineer Costs for N Big View Ct. Erosion Project** – The board reviewed the additional costs (\$2,500) from WLB to revise the plan to address the additional erosion in the channel that has been identified.
- A motion was made by Joe Affinati and seconded by Randy Kohout to approve the additional costs to update the plan to address the additional erosion identified at the N Big View Ct. channel. Motion passed unanimously.***

## 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** – No questions
- B. Communication Committee** – No questions
- C. Compliance Committee** – No questions
- D. Finance Committee** – No questions
- E. Nominating Committee** – No report currently
- F. Governing Documents Committee** - No questions
- G. Parks & Landscape Committee** – No questions

## IX. OLD BUSINESS

No old business discussed.

## X. NEW BUSINESS

- A. Exterior Modification for a New Harbor Freight at 13005 N Oracle Rd.**

***A motion was made by Joe Affinati and seconded by Randy Kohout to accept the ALRC recommendation to approve the exterior modification for the new Harbor Freight at 13005 N Oracle Rd. with the stipulation that the signage on the monument marquee is modified to remove the blue border and replace with a neutral desert tone color or any color listed on the VCA master paint palette. Motion was unanimously approved.***



APPROVED

**B. Golf Casitas Paint Palette**

*A motion was made by Ted Dann and seconded by Joe Affinati to accept the ALRC recommendations to approve the new paint colors for the Golf Casitas II exterior. Motion passed unanimously.*

**X. Next Meeting** – The next General Session Meeting is scheduled for Thursday, June 28, 2023, at 5:30 P.M.

**XI. ADJOURNMENT** – *A motion was made by Joe Affinati and seconded by Ted Dann to adjourn the meeting at 6:23 P.M.*

  
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Vistoso Community Association Secretary

  
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Date