



Finance Committee Meeting Minutes

Tuesday, June 20, 2023

Via Zoom Platform or In Person at 1117 E Rancho Vistoso Blvd., Suite 103,
Oro Valley, AZ 85755

Committee Members Present: Ted Dann (Treasurer/Chair), Linda Corsey, Joan Sauer, Paige Shockley, and Barbara Stough

First Service Residential Staff: Barbara Daoust, and Kimberly Breland

- I. **Call to Order:** The meeting was called to order at 3:00 PM.
- II. **Chair's Opening Remarks**
Ted Dann mentioned that the association is in a strong financial position. Committee members present agreed.
- III. **Agenda**
One topic was added under VII. New Business, D. Siena Entryway Landscaping Proposal.
A motion was made by Barbara Stough and seconded by Joan Sauer to approve the agenda as amended. Motion was approved unanimously.
- IV. **Review the Minutes from May 16, 2023**
A motion was made by Paige Shockley and seconded by Barbara Stough to approve the May 16, 2023, minutes as presented. Motion unanimously passed.
- V. **Review of May 2023 Financials**
The committee reviewed and discussed the Treasurer's report and the May financial reports.
 - The VCA Operating Fund balance as of May 31, 2023, is \$803,728. This is sufficient to cover current and foreseen cash needs of the association.
 - The Reserve Fund balance is \$3,550,927.
 - The liquidity of the association is very strong to meet the association needs.
 - The account receivable balance is \$192,871 and account payable balance is \$534,566 which is made up of prepaid assessments and unclaimed property and security deposits which may revert to VCA.
 - Total income for the month of May is \$164,107 which is \$28,291 under budget because of lower revenues from residential and commercial assessments.
 - Total expenses for May are \$196,986 which is \$11,888 under budget for the month and year to date \$119,337 under budget.
 - The monthly contribution of \$79,167 was made to the reserve fund. Total year to date contribution is \$395,835.
 - A total of \$16,809 was spend out of the reserve fund in May with a total of \$92,111 year to date.
 - Siena's operating fund balance year to date is \$10,030 and the reserve fund year to date is \$215,257.
 - It was suggested to remove the parathesis around the dollar figures in the Treasurer's Report and to separate the Morgan Stanley Reserve Funds on the Balance Sheet.**A motion was made by Joan Sauer and seconded by Ted Dann to accept the 2023 May Financial Report and the amended Treasurer's Report. Motion was unanimously approved.**

VI. Old Business

A. Capital Reserve Tracking Tool

General Manager reviewed the reserve projects with the committee.

B. Carpenter Hazlewood Collection Accounts

The board has decided to close out the remaining collection accounts with Carpenter Hazlewood and to transfer them to Halk, Oetinger, and Brown.

C. Reserve Study

DJ Vlaming from Association Reserves has spent two days inspection the property and has met with Ted Dan and Matt Wood to discuss the process. The report is expected sometime in July.

VII. New Business

A. Mark to Market and Unrealized/Realized Gains Accounting in the Reserve Fund

The committee acknowledge that the Stanley Morgan report provides a lot of information. It was agreed upon that the financials will be reconcile to the Stanley Morgan reports monthly. It was requested that the June financial balance sheet corresponds with the Stanley Morgan report.

B. Commercial Assessments

Owners of commercial parcels that have been identified with net acreage variances by the association auditors have been notified and additional documentation has been requested.

C. Budget Schedule

Staff will begin to work on the draft budget as soon as the template is released. The committee will review and make recommendation to the board. The board will adopt the budget at their October meeting.

D. Siena Entryway Landscaping Proposal

The committee reviewed the \$1,846.50 proposal from AAA Landscape to replace plantings in the front entrance of Siena. This project will be expensed out of the operating fund. The Parks & Landscape Committee is recommending to the board approval.

A motion was made by Ted Dann and seconded by Joan Sauer to approve the Siena landscaping proposal for the front entryway. Motion was unanimously approved.

VIII. Adjournment

Next meeting is tentatively scheduled for Tuesday, July 18, 2023, at 3:00pm.

The meeting adjourned at 4:00 PM.