



Finance Committee Meeting Minutes

Tuesday, August 22, 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), Joan Sauer, Paige Shockley, Barbara Stough and Linda Corsey

First Service Residential Staff: Barbara Daoust, Kim Breland and Colin Rinne

I. **Call to Order:** The meeting was called to order at 3:00 PM.

II. **Chair's Opening Remarks**

No comments.

III. **Agenda**

One topic was added to New Business, D. Landscape Proposal for Entryways for Big Wash Overlook and Scenic Overlook.

A motion was made by Paige Shockley and seconded by Joan Sauer to approve the amended agenda as presented. Motion was approved unanimously.

IV. **Review the Minutes from July 18, 2023**

A motion was made by Joan Sauer and seconded by Barbara Stough to approve the July 18, 2023, minutes as presented. Motion unanimously passed.

V. **Review of July 2023 Financials**

The committee reviewed and discussed the Treasurer's report and the July financial reports.

- The VCA Operating Fund balance as of July 31, 2023, is \$958,525. This is sufficient to cover current and foreseen cash needs of the association.
- The Reserve Fund balance is \$3,593,041.
- The liquidity of the association is very strong to meet the association needs.
- The account receivable balance is \$221,401.20 and account payable balance is \$795,762.26 which is made up of prepaid assessments and unclaimed property and security deposits which may revert to VCA.
- Total income for the month of July is \$174,323 which is \$27,300 under budget because of lower revenues from residential and commercial assessments.
- Total expenses for July are \$211,337 which is \$8,012 under budget for the month and year to date \$153,350 under budget.
- The monthly contribution of \$79,167 was made to the reserve fund. Total year to date contribution is \$554,167.
- A total of \$16,560 was spent out of the reserve fund in July with a total of \$123,943 year to date.
- Reserve Investments managed by Morgan Stanley as of July 31:

Cash and Equivalents	\$ 564,815
ETFs and CEFs	\$ 7,384
Municipal Bonds	\$ 38,962
Corporate Fixed Income	\$ 230,921
Government Securities	\$1,167,995
Certificates of Deposit	\$1,372,980
Mutal Funds	\$ 46,793
Total	\$3,429,849

- Siena's operating fund balance year to date is \$16,437 and the reserve fund year to date is \$218,778.
- As for the Morgan Stanley Report, to request Patrick Renzi for return on the investments.

A motion was made by Ted Dann and seconded by Joan Sauer to accept the 2023 July Financial Report and the Treasurer's Report. Motion was unanimously approved.

VI. Old Business

A. Capital Reserve Tracking Tool

It was noted that the project tracking tool does reconcile to the July financial report.

B. Carpenter Hazlewood Collection Accounts

All collection accounts that were with Carpenter Hazlewood have been transferred to Halk, Oetinger, and Brown.

C. Reserve Study

The report has been received from Association Reserves and will be forward to the board and the committee for review.

D. Commercial Assessments

This topic is under review by the association's attorney and is anticipated to be resolved by the time the 2023 audit is conducted.

E. Budget Schedule

The Finance Committee will be reviewing the VCA 2024 draft budget at the September 19 meeting. There will be a budget workshop with the board in early October.

F. Unclaimed Property/Security Deposits

Joan Sauer will provide worksheets on her findings which will be shared with the association attorney.

VII. New Business

A. Audits

The board will be considering engagement letters for the 2021, 2022, and 2023 audits submitted by Butler Hansen at the August 31 general session meetings.

B. Treasury Note Maturity 7/31/23

Morgan Stanley is waiting on direction from the association on the amount of funds to keep liquid for the 27 Mile Erosion Project.

C. 2024 Draft Siena Budget

The committee reviewed the draft 2024 budget for Siena which reflects a \$15.00 per quarter increase or \$60 annually. No changes were suggested.

A motion was made by Linda Corsey and seconded by Paige Shockley to recommend to the board approval of the 2024 budget as presented. The motion was approved unanimously.

D. Entryway Landscape Proposal for Big Wash Overlook and Scenic Overlook

A motion was made by Joan Sauer and seconded by Linda Corsey to recommend board approval of the AAA Landscape proposal for the entryway at Big Wash Overlook and Scenic Overlook.

VIII. Adjournment

Next meeting is tentatively scheduled for Tuesday, September 19, 2023, at 3:00pm.

A motion was made by Linda Corsey and seconded by Joan Sauer to adjourn the meeting at 3:43pm.