



**Board of Directors Meeting – October 26, 2023**  
**Via Webex Platform - GENERAL SESSION MINUTES**

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

**GUESTS:** Hanna Delosantos from AAA Landscape

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

**I. BOARD PRESIDENT ANNOUNCEMENT AND REMARKS**

The meeting was called to order by Board President Matt Wood at 5:30 PM.

**II. ROLL CALL AND ADOPT AGENDA**

Two topics were added under VIII. Old Business, A. Decorating Common Areas and B. Bridal Veil Fencing

***A motion was made by Matt Wood and seconded by Dan Sturmon to approve the agenda as amended. The motion was approved unanimously.***

**III. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS**

One change was made to the September 28, 2023, minutes to remove Randy Kohout name under XII. Adjournment.

***A motion was made by Dan Sturmon and seconded by Matt Wood to approve the September 28, 2023, amended, and October 9, 2023, meeting minutes as presented. The motion was approved unanimously.***

**IV. CONSENT AGENDA ITEMS**

- A. Ratify the Approval of Executive Session Minutes: September 27, 2023
- B. Ratify the Approval of the Compliance Committee Results/Fines for October 2023 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for October 2023- Recommendations were presented at the Executive Session.
- D. Ratify the Variance Recommendations for October 2023

***A motion was made by Matt Wood, seconded by Randy Kohout to approve the consent agenda items A-D. The motion passed unanimously.***

**V. HOMEOWNER FORUM**

No comments

**VI. REPORTS**

- A. **Management Report** – Written Management report was presented and posted on the association's website.

- **RVB Street Lights** - The board on September 20 met with Chris Monrad from Monrad Engineering to discuss the conditions of the current lights and recommendations and estimates for either replacing or removing the existing fixtures and poles. Mr. Monrad's report can be found on the association website at <https://ranchovistosohoa.com>.

Today's cost estimate to replace the existing fixtures would be about \$635,000 and the removal & abandonment costs would be \$250,000. The board has decided to survey the members for feedback on this important subject. The Communication Committee has been tasked to work on this project.

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- **Entryway Monuments** - The Parks & Landscape Committee has met with AAA Landscape and BrightView to finalize the design to refurbish the entrance monuments located on RVB & Tangerine Rd and RVB & Oracle Rd. All Terrain Creations has been eliminated from the project since they have been nonresponsive. Detail bids are to be submitted by November 2, 2023, for review.
- **Capital Projects** - Irrigation – RFPs were sent out to repair approximately 2,100 linear feet of irrigation line along Innovation Drive between Rancho Vistoso Blvd. & Tangerine Rd. and about 2,300 linear feet on Desert Fairway Dr. between La Canada Dr. and Hidden Springs Dr. Once the proposals are received copies will be presented to the board for review and consideration.  
2024 Projects- A review and inspection of the site for capital projects slated for 2024 was completed. The board will be reviewing project coordination proposals for asphalt, concrete repairs, and tennis court repairs.
- **Erosion Projects** - Big View Ct. Channel – WLB has submitted a proposal to complete the final design plans for the drainage channel at Big View Ct. The board will be reviewing the proposal this evening.  
27 Mile – Bids from Total Maintenance Erosion Control and AAA Landscape were received to clear out the vegetation in part of the drainage channel for this project. The board will be reviewing and considering the proposals this evening.  
Bridal Veil – The Bridal Veil design plans is expected the week of October 23, 2023, from Bogardus Engineering.
- **Builder Transitions** - The bond for the west side of Moore Loop Road near the Valley Vista neighborhood still has not been released by the Town of Oro Valley. The town has required Pulte to address the curb strip in this area. Pulte did contract directly with AAA Landscape to address this area.  
Pulte is required to complete a list of landscaping items in Valley Vista before the Town of Oro Valley will release the bond for this project.  
Mattamy Homes has contracted with AAA Landscape to replace some trees and clean up the sod area at Moore Loop Park. They will also extend the railing along the sidewalk near the playground area. The Town of Oro Valley is holding the bond for this project.
- **Reserve Study** - The updated copy of the reserve study for 2024 is now on the association website.  
<https://ranchovistosohoa.com/yourvca/finance-and-reserves/>
- **2024 Budget** - The Board met with the Finance Committee to review the 2024 draft budgets for VCA and Siena. The proposed Siena budget reflects a \$15.00 per quarter increase and the VCA budget reflects a \$8.00 per quarter increase budget. The 2024 budgets will be discussed and adopted by the board at tonight's meeting.
- **E-Statement Promotion** - For the months of October, November and December 2023 VCA will be holding a drawing for members that are participating in the E-Statement program. Three lucky winners will receive a \$100 gift card. For more information on how to sign up for E-Statements please go to the association's website <https://ranchovistosohoa.com> or contact the office either at [askvca@ranchovistosohoa.com](mailto:askvca@ranchovistosohoa.com) or call 520-354-2729.
- **Community Events** - The Fall Yard Sale was held on Saturday, October 14 from 7:00 AM until 2:00 PM. The Fall Festival was scheduled on Saturday, October 21, 2023, from 8:00 AM until 11:00 AM at Moore Loop Park. Police, Fire, AAA Landscape, VCA Board members, and FSR management team will be present. Beverages and snacks will be provided. There will be prizes for the best Halloween costumes. This event is sponsored by AAA Landscape.  
B. Financial Report of the Association – Board Treasurer Ted Dann provided a written report that can be found on the association website and provided an overview of the cash position of the association as of September 28, 2023.
- The Operating Fund balance as of September 30, 2023, is \$ \$583,921. This is sufficient to meet current and foreseen cash needs.
- The Reserve Fund balance is \$ \$3,751,845.
- The liquidity of the association is strong to meet ongoing association needs.
- The account receivable balance is \$180,443.



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- Total income for the month of September is \$168,043 which is \$24,355 under budget due to lower revenues from residential assessment income, late fees, and commercial assessments.
- Total expenses for September are \$218,801 which is \$595 over budget. YTD actual expenses are \$1,841,933 which is \$130,271 under budget.
- Monthly contribution of \$79,167 was made to the reserve fund making the YTD contribution at \$712,500.
- A total of \$750 was spent out of the reserve fund in September which makes a total of \$126,818 YTD.
- Reserve Investments managed by Morgan Stanley as of September 30:
  - Cash and Equivalents \$ 201,394
  - Savings & Time Deposits \$ 355,105
  - ETFs and CEFs \$ 21,021
  - Municipal Bonds \$ 39,233
  - Corporate Fixed Income \$ 202,811
  - Government Securities \$1,131,575
  - Certificates of Deposit \$1,380,417
  - Mutual Funds \$ 99,903
  - Total \$3,431,459

- Siena's operating fund balance year to date is \$6,874 and the reserve fund year to date balance is \$224,876.  
***A motion was made by Matt Wood and seconded by Dan Sturmon to accept the September 2023 Treasurer and 2023 September Financial Reports. The motion was approved unanimously.***

**C. Landscape Report** – Hanna Delosantos from AAA Landscape reported on the following items:

- Trees at Hohokam Park have been structurally trimmed.
- Overseeding of turf areas has been completed as of October 19<sup>th</sup>.
- The north section of Moore Loop Park under Mattamy Homes control has been addressed.
- Responded to an emergency call to address a large Palo Verde Tree that split and was over the common area wall touching the balcony of home located in the Torreno neighborhood.
- Post-emergent has been completed.

**D. Project Administration & Proposals** - Anthony Martin, Project Coordinator provided a project update which the written report is posted on the association's website.

**1. 27 Mile Vegetation Removal Proposals** – Anthony Martin presented the two proposals from AAA Landscape and Total Maintenance Erosion Control to removal vegetation from the 27 Mile drainage channel.

***A motion was made by Matt Wood and seconded by Randy Kohout to accept the \$11,300 Proposal from AAA Landscape. The motion passed unanimously.***

**2. N. Big View Ct. Engineer Proposal**

The board reviewed and discussed the proposal from WLB to provide the final design plans to address the repairs to the drainage channel located in this neighborhood.

***A motion was made by Randy Kohout and seconded by Dan Sturmon to approve the WLB proposal for \$2,750 to provide the final design plans for the N. Big View Ct. drainage channel.***

## VIII. COMMITTEE REPORTS

Committee Chairs provide 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 questions
- F. Governing Documents Committee** - No questions
- G. Parks & Landscape Committee** – No questions

## IX. OLD BUSINESS

### A. Decorating of Common Areas

Discussion ensued on permitting individuals to decorate the common areas and monuments. The following points were made.

- Liability issues
- Damage to the common area
- Discrimination and Fair Housing issues
- Utilization of staff time
- Suggest residents decorate their front yards instead.
- Legal counsel advises not to allow it.

***A motion was made by Matt Wood and seconded by Dan Sturmon not to allow homeowners or residents to decorate the VCA common areas and monuments. The motion was unanimously approved.***

The board requested an opinion from the association's attorney if the policy can include Sub-Association's monuments.

### B. Bridal Veil Fencing

***A motion was made by Matt Wood and seconded by Joe Affinati to rescind the motion made at the May 30, 2023 board meeting regarding the Bridal Veil fence and to approve the purchase of the existing American Fence with no requirements of insurance since the fence is already installed. Motion passed unanimously.***

## X. NEW BUSINESS

### A. 2024 VCA Budget Adoption

The board reviewed and discussed the proposed VCA 2024 Budget which reflects an increase in assessments from \$87 to \$95 per quarter. The following points were made.

- Members did not understand the drainage project's scope of work.
- Reserve components have increased 15% to 20%.
- Construction and labor costs have increased dramatically.
- The association did not realize that they were responsible for drainage areas.

***A motion was made by Ted Dann and seconded by Matt Wood to approve the 2024 Budget and assessment increase of \$8.00 per quarter. Motion was unanimously approved.***

### B. 2024 Siena Budget Adoption

The board reviewed and discussed the proposed Siena 2024 Budget which reflects an increase in assessments from \$195 to \$210 per quarter.

***A motion was made by Matt Wood and seconded by Dan Sturmon to approve the 2024 Siena Budget and assessment increase of \$15 per quarter. Motion passed unanimously.***

### C. Reserve Study Proposal

The board discussed the reserve study options presented by Association Reserves.

***A motion was made by Matt Wood and Randy Kohout to accept Option C, the Loyalty Update Plan at \$3,130 per year for three years as presented by the Association Reserves. Motion was unanimously approved.***

### D. Pooper Scooper Contract

The board reviewed the Pooper Scooper contract.

***A motion was made by Matt Wood and seconded by Randy Kohout to approve the Pooper Scooper contract effective November 1, 2023, at an annual cost of \$22,891.08. Motion passed unanimously.***

### E. Streetlighting Survey

***A motion was made by Matt Wood and seconded by Randy Kohout to table this topic. Motion was unanimously approved.***

### F. Stone Village Paint Palette

The ALRC recommends to the board approval of the new palette. It reduces the total body color to 8 with four trim color options for their community of 32 homes.

***A motion was made by Matt Wood and seconded by Randy Kohout to approve the new color palette for Stone Village. Motion passed unanimously.***



APPROVED

**G. Center Pointe Flag**

ALRC recommended with the following stipulations: "Flagpole shall be installed at a maximum height of 20' above

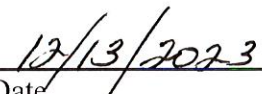
grade. Installation shall meet industry standards and shall be mounted 3' in-depth and secured with a PVC sleeve and concrete. The Flagpole shall meet Town of Oro Valley ordinances, and all permits required for installation shall be obtained before any work can commence. The project shall meet Arizona Bluestake requirements and not interfere with existing utility easements. The flagpole, flag, and flagpole light fixture shall always be maintained in good condition and not show signs of wear. The flag used shall not exceed 4'x6' with consideration of all available noise reduction measures.

***A motion was made by Dan Sturmon and second by Matt wood to approve the flag for Center Pointe with stipulations recommended by the ALRC. Moton was unanimously approved.***

**XI. Next Meeting** – The next General Session Meeting is scheduled for Thursday, December 7, 2023, at 5:30 P.M.

**XII. ADJOURNMENT** – ***A motion was made by Matt Wood and seconded by Dan Sturmon to adjourn the meeting at 7:04 P.M.***

  
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Vistoso Community Association Secretary

  
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Date