

APPROVED



Board of Directors Meeting – June 27, 2024
Via Webex Platform - GENERAL SESSION MINUTES

BOARD MEMBERS PRESENT: Matt Wood, President; Robert Feltes, Vice President; Joe Affinati, Treasurer; Kathleen Hernandez, Secretary; Ryan Hall, Director; and Craig Golden, Director

ABSENT: Barbara Stough, Director

GUESTS: Anthony Martin, AZ Project Solutions; Jeff Hatfield, Ruben Arrieto, and Anthony Munzo from AAA Landscape

FIRSTSERVICE RESIDENTIAL: Barbara Daoust, General Manager; and Timothy Holt, Assistant Community 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

One topic was deleted from the agenda under V. Consent Agenda, F. Ratify Appeal Decision.

A motion was made by Matt Wood and seconded by Rob Feltes to approve the agenda as amended. The motion was approved unanimously.

III. BOARD APPOINTMENT

A motion was made by Matt Wood and seconded by Kathleen Hernandez to appoint Craig Golden to the board to fill the vacancy for other than single family category until the 2025 annual meeting. The motion passed unanimously.

IV. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS

A motion was made by Matt Wood and seconded by Joe Affinati to approve the May 30, 2024, meeting minutes as presented. The motion was approved unanimously.

V. CONSENT AGENDA ITEMS

- A. Ratify the Approval of Executive Session Minutes: April 24, and May 13, 2024
- B. Ratify the Approval of the Compliance Committee Results/Fines for June 2024 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for June 2024- Recommendations were presented at the Executive Session.
- D. Ratify Decision of Variance Request
- E. Ratify the Approval of Reclassifying Unclaimed Property

A motion was made by Matt Wood, seconded by Joe Affinati to approve the consent agenda items A-E. The motion passed unanimously.

VI. HOMEOWNER FORUM

No comments made.

VII. REPORTS

- A. **Management Report** – Written Management report was presented and posted on the association’s website.
 - **Rancho Vistoso Blvd. Streetlights** - The VCA owned streetlights were shut off along RVB in March. The board is exploring options for the removal and disposal of the poles. Anthony Martin from AZ Project Solutions will be discussing costs for pulling the copper from the system at the June 27th board meeting. Hard wire and solar

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lighting proposals are being sought at the neighborhood monuments for Las Colinas, Sunset Ridge and Vistoso Highlands that were tied into the streetlighting system.

- **Entryway Monuments** - Materials for the RVB & Tangerine Monument Project have been ordered. A pre-construction meeting was held on June 12. The project's focus is to reduce water consumption. Granite and boulders will be installed in the turf area along with low voltage lighting and plantings. Territorial Sign Company has completed refreshing the monument signs at RVB & Oracle, RVB & Tangerine, and RVB & Vistoso Highlands.

- **Capital Projects**

Irrigation – The irrigation repairs along Innovation Park Dr. and Desert Fairway have been completed by AAA Landscape. This project included a repair to approximately 2,100 linear feet of irrigation line along Innovation Park Dr and about 2,300 linear feet on the north side of Desert Fairway Dr between Toucan Dr. and W Sand Rake Dr. Total cost of project: \$80,292.84

Granite Replenish Project – This project is about 80% completed. Hohokam Park has been signed off and punch lists have been developed for Sunset Ridge, Wildlife Ridge Parks and Woodshade Trail. Total cost of project: \$662,377.00. The following locations were included in this project.

- Common areas bordering Innovation Park Drive between Rancho Vistoso Blvd & Tangerine
- Common areas bordering the perimeters of Bella Vista, St Andrews Ph1 & Ph2
- Eastern corner of Innovation and Rancho Vistoso Blvd
- Common areas tracts at Horizons & Vistoso Heights
- Common area tracts bordering streets (W Moore Rd, Rancho Vistoso Blvd, Arrowsmith, and Woodburne Ave) throughout neighborhood 7
- Wildlife Ridge Park
- Hohokam Park
- Sunset Ridge Park
- Woodshade Trail – Sunset Ridge Park to Rancho Vistoso Blvd
- Big Wash Park

Concrete Repairs - Bids will be reviewed and considered by the board at the June 27 meeting for common areas throughout the community and two areas within Siena.

Tennis Court Resurface Project – Received signed contract from APEX and waiting for a scheduled date from the contractor. New nets for both courts and windscreens for the east and west side of the court are on order.

Playground Equipment – Wood chips for the playgrounds at Hohokam, Somerset and Sunset Ridge Park will be refreshed. Three playground panels will also be replaced at Hohokam Park.

- **Drainage Projects**

- Big View Ct. Channel – Two proposals have been received. WLB will provide additional details to bidders to assist in getting proposals to meet the scope and requirements of the project.
- 27 Mile – WLB has completed the design changes to the plans at the Town of Oro Valley's request. They will be presented to the Town for final review and approval.
- Bridal Veil – Bogardus Engineering is expected to have the revisions to the Town of Oro Valley for review by the end of June.

- **Builder Transitions**

- The Town of Oro Valley still holds the Pulte bond for the west side of Moore Loop Road. Pulte has begun to work on the drainage area along Moore Loop Rd and inside Valley Vista neighborhood.
- The agreement between Mattamy and the association for turnover of the Moore Loop Park has been executed.

B. Financial Report of the Association – Board Treasurer Joe Affinati 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 May 31, 2024.

- The Operating Fund balance as of May 31, 2024, is \$548,781. This is adequate to meet current and foreseen cash needs.
- The Reserve Fund balance is \$4,413,001.
- The liquidity of the association is strong to meet ongoing association needs.

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- The account receivable balance is \$133,766.
- Total income for the month of May is \$204,180 which is \$2,605 over budget.
- Total expenses for May are \$207,189 which is \$27,632 under budget.
- A monthly contribution of \$66,667 was made to the reserve fund.
- Reserve Investments managed by Morgan Stanley as of May 31:
 - Cash and Equivalents \$ 19,095.78
 - Savings & Time Deposits \$ 433,645.65
 - ETFs and CEFs \$ 802,092.82
 - Municipal Bonds \$ -----
 - Corporate Fixed Income \$ -----
 - Government Securities \$ 505,397.05
 - Certificates of Deposit \$ 1,576,723.54
 - Mutal Funds \$ 226,542.77
 - Net Unsettled Purchases/Sales \$ -----
 - Total \$ 3,563,497.61
- Siena's operating fund balance year to date is \$2,915 and the reserve fund year to date balance is \$248,503.
A motion was made by Mat Wood and seconded by Kathleen Hernandez to accept the May 2024 Treasurer and Financial Reports. The motion was approved unanimously.

C. Landscape Report – Anthony Munzo from AAA Landscape reported on the following items:

- Turf areas have been fertilized to complete the transition and irrigation has been adjusted to summer water schedule.
- Post emergent is being sprayed daily on common areas to control weeds.
- Crews are focused on trimming trees and ensuring sidewalks and roadways are clear of low-hanging branches and preparing for the monsoon season.

D. Project Administration & Proposals - Anthony Martin, Project Coordinator provided a project update report which has been posted on the community website.

1. Concrete Proposals

The board reviewed three bids to repair concrete in common areas from BST Concrete (\$34,396.41), Concrete Done with Love (\$17,650), and Dunkan Concrete (\$35,600).

A motion was made by Matt Wood and seconded by Rob Feltes to approve the proposal from Concrete Done with Love at a cost of \$17,650. The motion was amended by Matt Wood and seconded by Rob Feltes with the stipulation that the contractor agreed to register in VIVE. The motion was unanimously approved.

VII. 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 report
- F. Governing Documents Committee - No questions
- G. Parks & Landscape Committee – No questions

VIII. OLD BUSINESS

A. Streetlights

Anthony Martin from AZ Project Solution presented the estimate (\$96,500) for labor and material to pull the copper from the streetlight wiring system.

A motion was made by Matt Wood and seconded by Rob Feltes to develop the RFP and to send to qualify contractors for the removal and disposal of the streetlight poles for the project to begin the fourth quarter of

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2024 and into the first quarter of 2025. The motion passed unanimously.

IX. NEW BUSINESS

A. Approval of Revised Plant Listing

A motion was made by Matt Wood and seconded by Joe Affinati to approve the revised Basic Landscaping Guidelines and Plant Lists. The motion was unanimously approved.

B. 2023 Audit

A motion was made by Matt Wood and seconded by Joe Affinati to approve the 2023 audit report as presented by Butler Hansen. The motion passed unanimously.

C. Vistoso Highlands I – Lot 29 New Build

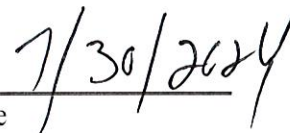
A motion was made by Matt Wood and seconded by Joe Affinati to accept the ALRC recommendation to approve the design plans for Vistoso Highlands Lot 29 with the stipulation that hardscape, landscape, exterior lighting plans and confirmation on the location of the AC units be submitted for review to the ALRC. Motion was unanimously approved.

X. Next Meeting – The next meeting is tentatively scheduled for Thursday, July 25, 2024, at 5:30 P.M.

XI. ADJOURNMENT – *A motion was made by Matt Wood and seconded by Rob Feltes to adjourn the meeting at 6:03 P.M. Motion carried.*



Vistoso Community Association Secretary



Date