



Board of Directors Meeting – September 26, 2024
Via Webex Platform - GENERAL SESSION MINUTES

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

Absent: Kathleen Hernandez, Secretary

GUESTS: Anthony Martin, AZ Project Solutions; Anthony Munzo and Ruben Arrieta 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

A motion was made by Matt Wood and seconded by Barbara Stough to approve the agenda as presented. The motion was approved unanimously.

III. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS

A motion was made by Matt Wood and seconded by Barbara Stough to approve the August 29, 2024, meeting minutes as presented. The motion was approved unanimously.

IV. CONSENT AGENDA ITEMS

- A. Ratify the Approval of Executive Session Minutes: August 28, 2024
- B. Ratify the Approval of the Compliance Committee Results/Fines for September 2024 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for September 2024- Recommendations were presented at the Executive Session.
- D. Ratify the Decision of Variance Request

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

V. HOMEOWNER FORUM

No comments made.

VI. REPORTS

- A. **Management Report** – Written Management report was presented and posted on the association’s website.
- **Rancho Vistoso Blvd. Streetlights** - The board will be reviewing proposals for the removal and disposal of the VCA streetlights at the September 26 meeting.
Staff has solicited bids for the monuments for Las Colinas, Sunset Ridge and Vistoso Highlands monuments that were tied into the streetlighting system.
A conveyance agreement for the two streetlights along RVB near Honeybee Park has been drafted for the Town of Oro Valley consideration.
- **Entryway Monuments** - Final inspection of this project has been scheduled for the week of September 16. The primary focus of this project was to reduce water consumption. The association will be saving approximately 600,000 gallons of water annually. The project included new low lighting, irrigation, plantings and installation of granite and boulders for the east and west monuments at RVB and Tangerine.

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➤ **Capital Projects**

- Granite Replenish Project – This project is completed. Approximately 6,078 tons of granite has been installed throughout the community.
- Concrete Repairs – Common area concrete repairs and replacement have been completed.
- Tennis Court Resurface Project – APEX has completed their portion of the project. Third Degree Recreation has ordered new net post mechanisms to customize the existing posts. New windscreens and bench shades have been ordered and will be installed when they arrive.
- Playground Equipment – Wood chips for the playgrounds at Hohokam, Somerset and Sunset Ridge Parks have been installed. Three playground panels for Hohokam Park are expected to arrive in October and will be installed upon arrival.

➤ **Drainage Projects**

- Big View Ct. Channel – The association engineer and management will be meeting with the contractors to review the design plans and clarify the scope of work since there has been a great difference among estimates received.
- 27 Mile – Bids have been solicited on the scale back scope of work. Association engineer and management will meet with contractors to clarify the details of the project.
- Bridal Veil – The revised designs have been accepted by the Town of Oro Valley.

➤ **Builder Transitions** - The Pulte Group will be addressing the roadways in the Valley Vista neighborhood. This project begins the week of September 23. Information has been emailed to members on road closures, traffic control plans, and schedules for each area. Questions on this project should be directed to the Town of Oro Valley or the Pulte Group.

➤ **Reserve Study Report** - The updated copy of the reserve report has been posted to the website at www.ranchovistosohoa.com under the "Your VCA" tab. The study completed by Association Reserves indicates that as of January 1, 2025, the VCA reserves are 72.4% funded.

➤ **Architectural & Landscaping Guidelines** - Recently the board approved detailed language on the replacement and maintenance of mailboxes. This section is below for your reference. The updates version of the guidelines and architectural review form can be found on the association's website at www.ranchovistosohoa.com under the "Resident Info" tab.

Mailboxes: Residential mailboxes shall be maintained by the homeowner, box, post and flag shall be kept in good condition, consistent with the neighborhood standard of style and color. Black mailboxes must be replaced with a black mailbox. Repainting an existing black mailbox must use flat or matted black paint. Mailboxes in neighborhoods that are other than black shall be replaced with a similar style, color and finish. Any changes to the mailbox and /or post requires submittal of ALC form.

- **2025 Budget**- The Finance Committee has reviewed the proposed 2025 budget and will be meeting with the board on Monday, October 7 to discuss the details. Adoption of the budget is scheduled for the October 24, 2024, board meeting.
- **Fall Events** - The fall yard sale is scheduled for Saturday, October 19, from 7:00am until 2:00pm. This event will be advertised, and signage will be placed in the community as per the Town of Oro Valley permitting requirements. The fall event will be held at Hohokam Park from 8:00am until 11:00am on Saturday, October 26. AAA Landscape will be sponsoring this community event.
- **E-Statement Promotion** – All members that elected to receive E-Statements will be entered into a drawing for the months of November and December to 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 or call 520-354-2729.

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 August 31, 2024.

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- The Operating Fund balance as of August 31, 2024, is \$529,303. This is adequate to meet current and foreseen cash needs.
- The Reserve Fund balance is \$4,066,680.
- The liquidity of the association is strong to meet ongoing association needs.
- The account receivable balance is \$191,437.
- Total income for the month of August is \$209,323 which is \$7,748 over budget.
- Total expenses for August are \$193,132 which is \$25,342 under budget.
- A monthly contribution of \$66,667 was made to the reserve fund.
- Reserve Investments managed by Morgan Stanley as of August 31:
 - Cash and Equivalents \$ 4,330.41
 - Savings & Time Deposits \$ 910,176.05
 - ETFs and CEFs \$ 455,136.20
 - Government Securities \$ 252,123.89
 - Certificates of Deposit \$ 1,935,462.42
 - Mutal Funds \$ 109,205.90
 - Total \$ 3,666,434.87
- Siena's operating fund balance year to date is \$5,986 and the reserve fund year to date balance is \$257,267.
A motion was made by Matt Wood and seconded by Barbara Stough to accept the August 2024 Treasurer and Financial Reports. The motion was approved unanimously.

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

- Turf scalping has been completed and overseeding has begun starting at Hohokam Park.
- Oracle Monuments, Big Wash Park, Somerset Park, and Cortona Park will not be overseeded to reduce stress on the Bermuda root system.
- Irrigation frequency will increase to provide enough moisture for the rye and fescue seed.
- On site spray technician continues to manage weeds daily throughout the community.
- View fencing clean-up has been completed for St. Andrews, Bella Vista, Somerset Canyon, Cortona, Siena and Monticello.

D. Project Administration & Proposals - Anthony Martin, Project Coordinator provided a project update on the following topics:

- Erosion Projects- On the 27 Mile project, the association engineer and management will be meeting with the contractors to review the revised scope of work for this project.
Big View Ct. – Received two bids and waiting on two more.
Bridal Veil - The revised designs have been accepted by the Town of Oro Valley; RFP is currently being developed.

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 meeting
- G. Parks & Landscape Committee** – No questions

VIII. OLD BUSINESS

There was no old business to discuss.

APPROVED

IX. NEW BUSINESS

A. Streetlighting Proposals

The board reviewed the four proposals to remove and dispose of the VCA owned streetlights from Cascade Electric (\$238,607), Commonwealth Electric Company (\$577,500), Robles Electric (\$417,835), and Mountain Power (\$478,000).


A motion was made by Matt Wood and seconded by Joe Affinati to approve the Cascade Electric proposal at a cost of \$238,607 to remove and dispose of the VCA owned streetlights. The motion was unanimously approved.

X. NEXT MEETING – The next meeting is tentatively scheduled for Thursday, October 24, 2024, at 5:30 P.M.

XI. ADJOURNMENT – *A motion was made by Matt Wood and seconded by Joe Affinati to adjourn the meeting at 6:06 P.M. Motion carried.*



Vistoso Community Association Secretary



Date