

APPROVED



Board of Directors Meeting – October 24, 2024
Via Webex Platform - GENERAL SESSION MINUTES

BOARD MEMBERS PRESENT: Matt Wood, President; Robert Feltes, Vice President; Joe Affinati, Treasurer; Kathleen Hernandez, Secretary; and Barbara Stough, Director

Absent: Ryan Hall, Director; and Craig Golden, Director

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

One topic was added to New Business, H. Appointment of Nomination & Election Committee Chair.

A motion was made by Matt Wood and seconded by Barbara Stough to approve the agenda as amended. 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 September 26, and October 7, 2024, meeting minutes as presented. The motion was approved unanimously.

IV. CONSENT AGENDA ITEMS

- A. Ratify the Approval of Executive Session Minutes: September 25, 2024
- B. Ratify the Approval of the Compliance Committee Results/Fines for October 2024 – Results were presented at the Executive Session.
- C. Ratify the Approval of Fee Waivers for October 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

Homeowner from 13420 N Atalaya Way requested the board reconsider allowing decorative covers on mailboxes. This topic will be placed on the ALRC agenda for consideration.

VI. REPORTS

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

➤ **Rancho Vistoso Blvd. Streetlights** - At the September Board meeting the board selected Cascade Electric to remove and dispose of the streetlight poles along RVB that the association’s own. The contract is currently being drafted. More details on this project will be shared with the members once the contract is signed.

The board will be considering lighting options for the Las Colinas, Sunset Ridge and Vistoso Highlands monuments that were tied into the streetlighting system at the October 24, 2024, meeting.

A conveyance agreement for the two streetlights along RVB near Honeybee Park has been forwarded to the Town of Oro Valley for review and consideration.

APPROVED

➤ **Park Projects**

- Hohokam Park – Curb repair has commenced in the turf area of the park.
- Moore Loop Park – The large dog park will be temporarily closed to repair the erosion and install a drain. The park is scheduled to reopen by Friday, October 18.

➤ **Capital Projects** - The following Capital Projects have been completed:

- Refurbish Entryway Monuments at RVB & Tangerine - \$123,282
- Tennis Court Resurface Project - \$22,900
- Granite Installation - \$662,377
- Irrigation Repairs on Desert Fairway & Innovation Park Dr – \$75,749
- Refurbish Monument Signage at RVR & Tangerine, RVB & Oracle and RVB & Vistoso Highlands Dr. - \$5,290
- Common area concrete repairs - \$18,737
- Replenish Playground wood fiber at Hohokam, Somerset and Sunset Ridge Parks - \$15,327

Tennis Courts – Both courts at Hohokam Park are open for play. The net mechanisms were replaced, and new windscreens and bench shades are being fabricated and will be installed upon arrival.

Playground Equipment – Three playground panels for Hohokam Park have been shipped and will be installed upon arrival.

Drinking Fountains – New drinking fountains for Hohokam and Wildlife Ridge Parks are on order. Parts to repair the Moore Loop Park drinking fountain are also on order.

➤ **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 are being solicited on the scale back scope of work. The association's engineer and management have met with contractors to clarify the details of the project.
- Bridal Veil – The revised designs have been accepted by the Town of Oro Valley. The RFP is being prepared for this project.

➤ **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.

➤ **2025 Budget** - The proposed 2025 VCA and Siena will be discussed and adopted at the General Session meeting on October 24, 2024, by the board. The draft VCA budget reflects a \$8.00 quarterly increase or \$32.00 annually. The current quarterly assessment is \$95.00, this would increase it to \$103.00 quarterly effective January 1, 2025. Siena's budget reflects no increase, and the quarterly assessment will remain at \$210.00 per quarter for 2025.

➤ **Fall Events** - The Fall Community Yard is on Saturday, October 19, from 7:00am until 2:00pm. This event has been advertised, and signage was installed within the community as per the Town of Oro Valley permitting requirements.

The fall event is scheduled at Hohokam Park from 8:00am until 11:00am on Saturday, October 26. AAA Landscape will be sponsoring this community event. Activities include Halloween costume contest at 10:00am, Fire Department soak down between 9:30am -10:30am, guessing game and raffle at 10:00am, and landscape tips by AAA Landscape.

➤ **E-Statement Promotion** - All members that have signed up for E-Statements will be entered into a drawing for the months of November and December for a chance to win a \$100 Amazon 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.

APPROVED

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 September 30, 2024.

- The Operating Fund balance as of September 30, 2024, is \$544,209. This is adequate to meet current and foreseen cash needs.
- The Reserve Fund balance is \$3,916,199.
- The liquidity of the association is strong to meet ongoing association needs.
- The account receivable balance is \$171,888.
- Total income for the month of September is \$211,445 which is \$9,867 over budget.
- Total expenses for September are \$219,136 which is \$3,390 under budget.
- A monthly contribution of \$66,667 was made to the reserve fund.
- Reserve Investments managed by Morgan Stanley as of September 30:
 - Cash and Equivalents \$ 8,973.11
 - Savings & Time Deposits \$ 913,727.97
 - ETFs and CEFs \$ 451,093.57
 - Government Securities \$ 253,619.80
 - Certificates of Deposit \$ 1,949,767.57
 - Mutal Funds \$ 118,392.80
 - Total \$ 3,695,574.82
- Siena's operating fund balance year to date is \$7,814 and the reserve fund year to date balance is \$260,188.
A motion was made by Matt Wood and seconded by Rob Feltes to accept the September 2024 Treasurer and Financial Reports. The motion was approved unanimously.

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

- Overseeding has been completed. Additional mulch and seed will be applied in trouble areas.
- Grass was first mow on October 25, 2024.
- Irrigation to turf areas has been reduced to two times per day and will be reduced to one time in the next few weeks.
- On site spray technician continues to manage weeds daily throughout the community.
- View fencing clean-up has been completed for Torreno East and West. Crews are currently at La Terraza.
- Crews will be concentrating on trimming and thinning plants and trees to prepare for the growing season.

D. Project Administration & Proposals - Anthony Martin, Project Coordinator provided a project update on the streetlighting project. Discussion ensued on costs for pulling the copper from the system. The benefit to the association to do so could be \$5,000 to \$6,000. If the association leaves it buried, the vendor will reduce the contract price by \$10,000.

A motion was made by Matt Wood and seconded by Joe Affinati not to harvest the copper from the streetlight system. 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

APPROVED

VIII. OLD BUSINESS

There was no old business to discuss.

IX. NEW BUSINESS

A. Adoption of the 2025 Siena and VCA Budgets

The board reviewed and discussed the proposed 2025 Siena and VCA Budget. The Siena assessment for 2025 remains the same, \$210.00 per quarter. The VCA master assessment for 2025 increases \$8.00 per quarter to \$103.00.

A motion was made by Matt Wood and seconded by Joe Affinati to approve the 2025 Siena budget with no increase in the quarterly assessment. The motion passed unanimously.

A motion was made by Matt Wood and seconded by Barbara Stough to approve the 2025 VCA budget with a \$8.00 quarterly assessment increase from \$95.00 to \$103.00. Motion was unanimously approved.

B. VCA Staff Increase

The board discussed adding a VCA staff member effective July 2025. The funds to support this position are included in the 2025 budget.

A motion was made by Matt Wood and seconded by Barbara Stough to approve adding a person to the VCA staff starting July 1, 2025. Motion passed unanimously.

C. Neighborhood Monument Lighting

The board reviewed the lighting proposals for the three neighborhoods that were affected when the streetlights were turned off. They discussed the options of hard wiring or going solar.

A motion was made by Matt Wood and seconded by Barbara Stough to approve the Cascade Electric proposal to hard wire at a cost of \$6,950 to repair/replace the monument lighting for the Las Colinas, Sunset Ridge and Vistoso Highlands neighborhoods. Motion was unanimously approved.

D. Financial Investment Policy Revision

The revision would allow up to 10% of reserve funds to be invested in ETFs, CEFs including a small amount of alternatives. The rest of the funds would be restricted to CDs, government securities and money markets. The Finance Committee is recommending approval to the board.

A motion was made by Joe Affinati and seconded by Kathleen Hernandez to approve the revised Financial Investment Policy. Motion passed unanimously.

E. Siena Street Sweeping Contract

A motion was made by Matt Wood and seconded by Barbara Stough to approve the Speedy Sweeping Contract quarterly increase to \$269.40 for Siena's Street service. Motion was approved unanimously.

F. Big View Wash Drainage Channel Clean Out Proposal

A motion was approved by Matt Wood and seconded by Kathleen Hernandez to approve the AAA Landscape proposal for \$1,130.00 to clean out the Big View Wash drainage channel. Motion passed unanimously.

G. Tree/Stump Removal Proposals

1. On RVB behind 13925 N Eddington Pl

A motion was made by Matt Wood and seconded by Kathleen Hernandez to approve the AAA Landscape proposal for \$970.00 to remove the tree and stump grind on RVB behind 13925 N Eddington Pl as recommended by the Parks and Landscape Committee. Motion was unanimously approved.

2. Common Area near 12078 N Jarren Canyon Way

A motion was made by Matt Wood and seconded by Rob Feltes to approve the AAA Landscape proposal for \$1,690.00 to remove three trees and stump grind in the common area by 12078 N Jarren Canyon Way as recommended by the Parks and Landscape Committee. Motion passed unanimously.

H. Appointment of Nomination and Election Committee Chair

A motion was made by Matt Wood and seconded by Kathleen Hernandez to appoint Matt Wood as the chair for the Nomination and Election Committee. Motion was unanimously approved.

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

APPROVED

XI. ADJOURNMENT – *A motion was made by Matt Wood and seconded by Rob Feltes to adjourn the meeting at 6:29 P.M. Motion carried.*



Vistoso Community Association Secretary



Date