

San Ignacio Vistas, Inc.  
Homeowners Association  
Minutes Board Meeting  
Sept. 14 2009  
Approved by the Board: October 12, 2009

Board: Marianne Bishop, Bob Christensen, Ed Eick, and Delores Leavitt  
Homeowners: Rob Alstaetter, Jim Chervenka and Paul Gilmore

The meeting was called to order at 9 AM with a quorum of the board present and proceeded using the agenda as distributed.

### 1. CONSIDER MEETING MINUTES

A MOTION was MADE by Delores Leavitt, which was SECONDED and UNANIMOUSLY PASSED ratifying the minutes of the May 4, 2009 meeting as approved by email ballot on May 6, 2009.

### 2. FINANCIAL REPORT

A MOTION was MADE by Ed Eick, SECONDED and unanimously PASSED approving the Treasurer's Report, 8 months ending August 31, 2009 subject to Audit (**Attachment A**).

### 3. OFFICER'S REPORTS

#### A. Secretary

A temporary easement was granted to Southwest Gas on June 30 2009 for a right-of-way on Calle Tres in order to keep their men and equipment out of harms way during work moving their lines to redirect gas supply for the new shopping center on West Canoa Road to the east of the GVR Recreation Center.

Eight water leaks have been reported from mid July to early September. Reports concerning storm damage related to this year's monsoon were light compared to the last two years.

Since May we have 3 new residents:

Lot 014 – Bill & Bev Baker - Desert Sunset (year round)

Lot 035 - Nancy & Sam Iob - West Vista Ridge (year round)

Lot 181 - Dwight & Ronnie Gotch - 4927 S Prairie Hills Dr (part-time)

The board welcomed Paul Gilmore, who has been a resident of SIV since October 1997 and expressed their delight in having someone with his background and qualifications willing to take this position with his busy schedule.

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED to ratify the appointment of Paul Gilmore to fill the vacancy on the Board left by the passing of Lillie Hill, serving until the 2010 Annual Meeting.

Rob Altstaetter presented quotes for various aspects of completion of the beautification project on the north side of the street along Sonoran View Drive as well as around all of the mailbox pads through the subdivision.

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED to ratify the purchase and installation of landscaping stone along Sonoran View Drive and around the mailbox pads as leftover stone permits. Total cost for the project is not to exceed \$2,000. (Attachment "B")

Rob provided an update of the test-planting project to be implemented by Santa Rita Landscaping. The plants and gel packs are ready to install and Rob was to meet with Santa Rita this week to stake the location for each plant along View Ridge Dr.

Rob is also working with Santa Rita to increase the number of people in their work crew to keep up with monsoon growth. To date, the promise of larger crews has not materialized. The possibility of subcontracting some work on Gloria View Court overlooking frontage road was discussed and authorization was given to the committee to obtain bids. If we continue to receive complaints from homeowners we may have to resort to this option.

When we receive continued complaints from the same homeowner, it was suggested we offer any Owner willing to take on the task the option to sign a release form enabling them to maintain the area behind their lot if the maintenance cannot be performed to their satisfaction. This could be a win-win situation and help control costs. It would be important for the homeowner to obtain proper approval for the work they plan to do so as not to cause damage to the common ground and create the possibility of erosion.

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED to appoint Paul Gilmore as Board Liaison to the Maintenance Committee until the 2010 Annual Meeting.

#### **B. President**

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED to appoint Don Gatzke to the Financial Advisory Committee to serve until the 2010 Annual Meeting.

A MOTION was MADE by Bob Christensen, on behalf of the Architectural Committee, SECONDED and unanimously PASSED to present the current draft of the Owners Handbook to the Board for its review and consideration.

### **4. COMMITTEE REPORTS**

#### **A. ARCHITECTURAL COMMITTEE**

Marianne Bishop presented the report ("Attachment C")

A MOTION was MADE by Ed Eick SECONDED and unanimously PASSED to extend the term of Marianne Bishop and Bob Christensen on the Architectural Committee until the earlier of the finding of replacements or the 2010 Annual Meeting.

#### **B. GVCCC BOARD OF REPRESENTATIVES**

The GVCCC Board of Reps meeting is scheduled for October 16 and Ed Eick will be attending the meeting in place of Bob Christensen.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED to direct our GVCCC representative to vote in favor of the proposed amendments to the proposed GVCCC Bylaws revisions.

## 5. CONTINUING BUSINESS

- A. A motion by Bob Christensen to amend Article V of the Bylaws was tabled at the May 4 board meeting. The purpose of the amendment's was twofold:
- a) streamline nomination process as recommended by Gary Powers, who served as senior teller at the February 2009
  - b) allow for direct petition as proposed by Ed Eick.
- B. ARS Section 10-3802 states, "the articles of incorporation or bylaws may prescribe qualifications for directors". Our current Bylaws set forth qualifications for committee members but are silent as to qualifications for directors.
- C. The motion was reintroduced with added language to establish guidelines for the nominating committee when vetting candidates for the position of director as well as a proposed revision regarding the petition process introduced by Marianne Bishop.

A MOTION by Bob Christensen was SECONDED by Ed Eick and unanimously PASSED to amend Article V of the Bylaws to read as follows:

### **Article V – Nomination and Election of Directors**

#### Section 1: **Nomination.**

The nominating committee will select a slate of nominees to be presented to the Members as candidates for election to the Board. The nominating committee will consist of a chairperson, who must be a director, and two or more Members of the Association. All nominees must be Members in good standing of the Association (current with any dues, assessments or penalties and clear of any violations). No lot may be represented by more than one nominee and/or Director. The nominating committee will make as many nominations for election to the Board as it may in its discretion determine, but not less than the number of vacancies that are to be filled.

In the event a nominee is not chosen by the nominating committee they may still run by petition using the form provided by the Association Secretary. Petition must be submitted to the Association Secretary at least 60 days in advance of the Annual Meeting and must bear the signature of members representing 20 lots. Upon verification of the petition, the nominating committee is obligated to place on its slate of nominees the Member put forward in said petition.

The slate of nominees will be presented to the Members by mail at least 30 days in advance of the annual meeting.

#### Section 2: **Election.**

Election to the Board will be by a written ballot to be returned and received by the Association not less than 7 days prior to the annual meeting. The Members may cast, in respect of each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes will be elected. Cumulative voting is not permitted. Ballots must be separate documents.

## 6. NEW BUSINESS

The GVCCC has circulated a resolution designed to encourage rainfall harvesting by asking member associations to remove impediments to temporary tank storage. Section 12.15 of our CC&Rs do in fact prohibit "elevated tanks" and by implication would constrain the use of rainfall harvesting storage tanks.

The Board should consider the GVCCC proposal when it next places a ballot before the membership regarding changes to the CC&Rs.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED to take under advisement a proposal from the GVCCC to adapt its Rules to accommodate rainfall harvesting.

The GVCCC has circulated a resolution designed to encourage water conservation through the early detection of leaks in underground irrigation systems. This is particularly a problem when leaks occur while Owners are absent but also can occur when the leaks are underground and undetected for an extended time. In both cases, water waste is the issue and early detection the proposed solution.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED to take under advisement a proposal from the GVCCC to identify and appoint a "water resources volunteer" to work with Owners seeking to detect and resolve leakage in their underground irrigation systems.

## 7. ADJOURNMENT

Marianne Bishop complimented Bob Christensen for his preparation of the initial draft that was circulated to the group of initial readers as well as incorporating their suggestions into subsequent versions. Based upon survey results, the vast majority of our Owners are looking forward to having a user-friendly handbook.

The meeting was adjourned at 11:20 AM. The next board meeting will held on Monday, October 12, 2009.

Respectfully submitted,  
/s/ Marianne Bishop, Secretary

**The board reconvened immediately in Executive Session to be updated on the status of legal action relative to Lot 151.**

# SAN IGNACIO VISTAS INC.

## Statement of Revenue, Expenses and Fund Balances (Modified Cash Basis) 8 Months Ending August 31, 2009

	Operating Fund		Reserve Fund	Total All Funds
	Budget	Actual	Actual	Actual
<b>Revenue</b>				
Assessments	\$102,600	\$102,375	\$0	\$102,375
Transfer and Document Fees	800	1,300	0	1,300
Interest	<u>619</u>	<u>542</u>	<u>5,103</u>	<u>5,645</u>
<b>Total Revenue</b>	<b><u>\$104,019</u></b>	<b><u>\$104,217</u></b>	<b><u>\$5,103</u></b>	<b><u>\$109,320</u></b>
<b>Expenses</b>				
Maintenance Expenses	\$21,613	\$10,725	\$20,228	\$30,953
Administrative Expenses	9,629	12,887	0	12,887
Other Expenses	<u>5,062</u>	<u>4,861</u>	<u>21</u>	<u>4,882</u>
<b>Total Expenses</b>	<b><u>\$36,304</u></b>	<b><u>\$28,473</u></b>	<b><u>\$20,249</u></b>	<b><u>\$48,722</u></b>
Excess Revenue (Expenses)	\$67,715	\$75,744	-\$15,146	\$60,598
Reserve Allocation To (From)	<u>(46,356)</u>	<u>(40,356)</u>	<u>40,356</u>	<u>0</u>
<b>Net Increase (Decrease) After Allocation</b>	<b><u>\$21,359</u></b>	<b><u>\$35,388</u></b>	<b><u>\$25,210</u></b>	<b><u>\$60,598</u></b>
<b>Fund Balances</b>				
Beginning of Year Fund Balance		<u>\$2,321</u>	<u>\$173,038</u>	<u>\$175,359</u>
<b>End of Month Fund Balance</b>		<b><u>\$37,709</u></b>	<b><u>\$198,248</u></b>	<b><u>\$235,957</u></b>

### Supplementary Information

The dues assessment for 2009 was \$450 per member. \$90,000 was collected in December and the balance in 2009.

Cash and investments total \$235,957 comprised of \$37,709 (checking & money market) in the operating account at Compass Bank and \$13,248 in cash and \$185,000 in investments in the reserve account at Wells Fargo Advisors (Formerly Wachovia/AG Edwards).

Reserve equity totaled \$759 per member at the beginning of the year and \$870 per member at month end.

**ATTACHMENT B**  
**SAN IGNACIO VISTAS**  
**OPERATING FUNDS - PROJECT REQUEST**

**PURPOSE OF FORM:** The purpose of this form is to provide enough information for the Board to determine if the project should be approved.

**NAME OF SUBMITTER:** Rob Altstaetter

**PROJECT DESCRIPTION:**

Describe the project. (List what the project and where/what will be impacted.)

Cover the dirt strip of common ground on the north side of Sonoran View between the curb and the hillsides with landscape stone

**LIFE EXPECTANCY:**

What is the expected life of the project? (How long will the impact of the project be available to the homeowners?)

Maximum: 15 yrs

Minimum:

**ESTIMATED COST OF PROJECT:** What is the expected cost of the project?

Maximum Cost: \$2000.00

Minimum Cost: \$1852.06

What could cause the costs to increase or decrease from the estimate? Prices firm

**ESTIMATED TIME TO COMPLETE** What is the estimated length to complete the project?

What is the expected start date? Project started in August.

To be completed on September 16, 2009

**PROPOSED VENDOR(S):** Who are the proposed vendor(s)?

Stone from Green Valley Decorative Rock and Pioneer Landscaping and preparation of the area and spreading by Felix Landscapers.

How was the vendor selected? Competitive bids - chose lowest bidders

Which other vendors were considered?

Yes. Santa Rita Landscaping; D&D Materials LLC(Tucson)

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**FOR BOARD USE:** Project approved via emails: on 8/8/09 and 8/16/09

Approved Date: 9-14-09 Actual cost: \$1852.06 Start Date: 9-16-09 End Date 09-16-09

ATTACHMENT C

ARCHITECTURAL REPORT  
SEPT 14 BOARD MEETING

Activity Report  
From 5/4/09 - 9/13/09

QTY	NATURE OF REQUEST(S)	LOT #	DATE OF REQUEST / APPROVAL
1	CONCRETE PAD INSTALLATION	165	8/7/2009
1	DRIVEWAY EXT. -BRICK REPLACEMENT	070	6/16/2009
1	GARAGE SALE	144	6/25/2009
1	GUTTERS	200	8/15/2009
3	PAINT REQUEST	025	5/5/2009
	PAINT REQUEST	111	5/25/2009
	PAINT REQUEST	165	7/21/2009
2	PATIO INSTALLATION WITH BBQ	100	8/20/2009
	PATIO INSTALLATION WITH BBQ	224	8/10/2009
1	ROLLING SHADE	175	9/2/2009
1	SECURITY ENTRYWAY INSTALLATION	013	5/25/2009
2	SOLAR PANEL INSTALLATION	085	5/15/2009
	SOLAR PANEL INSTALLATION	095	9/2/2009
1	SUN SCREEN REPLACEMENT	165	7/22/2009

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NATURE OF VIOLATION(S)

DISH PLACEMENT	123	5/8/2009	Resolved
DISH PLACEMENT	223	5/6/2009	Resolved
LANDSCAPE	132	6/17/2009	Resolved
LANDSCAPE	152	9/10/2009	Called owner who denied need for maintenance. might need to take picture and send follow up letter setting time a timeframe for action
SECURITY DOOR ON SIDE OF HOUSE	013	8/11/2009	Resolved
VIEW COMPLAINT	186	5/7/2009	No violation - resolved
VIEW COMPLAINT	189	6/2/2009	Does not appear to be a violation, Not resolved to homeowners satisfaction
WATERFALL MAINTENANCE-GENERAL YARD	225	7/16/2009	Resolved - cleaned fountain, etc