

SUBJECT TO APPROVAL  
San Ignacio Vistas, Inc.  
Homeowners Association  
Minutes Board Meeting  
December 6, 2004

Present: Marianne Bishop, Doug Cameron, Robert Cohen, Gorman Fisher, Linda Gregory and Ron Sorenson. Also in attendance were George Jones, chair MC and Susan Trecartin, chair AC. Two homeowners were present. The meeting was called to order at 9:00 AM and proceeded using the agenda as published.

**1. Reading of the Minutes**

The minutes of the November 1, 2004 Board Meeting were delivered to the Board prior to the meeting and were unanimously approved as distributed.

**2. Officers' Reports**

**A. Secretary**

- Two mailings were sent to homeowners since the last meeting:  
Nov 2, 2004 News You Can Use  
Dec 1, 2004 2005 Dues Assessment
- The Secretary provided LMR updated information received from homeowners of lots 104, 080, & 021 in response to the November 2 mailing. The changes have been made to the database.
- LMR received two phone calls from homeowners of lots 102 and 146 regarding the CC&Rs. The first pertained to a permit for an architectural submittal and the second was from a perspective buyer. There were three resales since the last report.
- SIVHOA purchased Adobe Professional 6.0 software at a discounted price (the registered copy is without manuals or fancy packaging). It has already proven to be a benefit by providing documents in a format that everyone can read using free downloaded Adobe software. It can also combine several documents created by different software into one document that will transmit to LMR without changing format.
- The Desert Hills Auditorium has been reserved for the Second Annual Tree Study to be held on January 19.
- The following questions "Q" concerning CondoCerts were directed to LMR and their reply "A" follows:  
  
Q: When LMR receives notification from CondoCerts what is the turn-around time from receiving the request to getting the documentation mailed?  
A: Within 1-2 days the onsite inspection is completed. No later than the third day, a response is sent back to the title company via CondoCerts. CondoCerts sends out the documentation to the buyer no later than the fifth day after receiving the request. The state law requires that the buyer be sent the documentation within 10 days of notification.

Q: I understand that SIVHOA material will be mailed in paper form rather than being available on disk? Why? Is most of your client information available in both formats?

A: It was LMR's understanding that SIVHOA preferred the paper format versus the CD format.

Q: When mailed, will it be done certified, return receipt? (SIVHOA preference)

A: Yes, it is sent out priority, return receipt.

Q: Is it possible for you to alert SIVHOA when you receive requests from prospective purchasers? Something as simple as an email with the lot and new buyer's name and address and the date the material is mailed would suffice. This information could be communicated to us in the monthly report.

A: Yes, that information is available and can be communicated to the BOD.

- Establish a "Record Date" for homeowners eligible to vote at the Annual Meeting  
The Secretary suggested setting January 15, 2005 as the "Record Date". All board members were in favor.

#### B. Treasurer

The Treasurer presented a Statement of Financial Condition as of 11/30/2004. A motion was made and seconded to accept the report, subject to audit, and it is included as "Attachment A". The Treasurer reminded all to submit their expense reports by the end of the year to have them included in 2004 bookkeeping.

#### C. President

The various committees as well as the Board of Directors have been through a period of considerable change this year. Susan Trecartin willingly took over the helm of the Architectural Committee at a difficult time and new homeowner, George Jones, agreed to chair the very busy Maintenance Committee. He thought he had come to Green Valley to retire! Marcia Lucas volunteered to create and maintain the SIV website in order to provide homeowners with up-to-date information that they may need and the response has been excellent. Bob Cohen and Doug Cameron came forward to join the Board when new members were needed and they have each added their talent and capabilities to Ron Sorenson's and Gorman Fisher's.

I want to thank all the committee members as well as members of the Board, and especially Marianne Bishop, our Association secretary, without whom we could not accomplish what we do; for your individual perspectives, your creativity and especially your support in the last few months. The association is fortunate to have volunteers like you to keep things running smoothly.

A special thanks is also extended to all of the members (and family members) of the decorating committee for the fine job on this year's holiday display.

- Amend request for funds for the street reflectors:  
Because the actual cost of the reflectors was higher than expected it is necessary to amend the amount approved at the November meeting.

|   |
|---|
| Doug Cameron made a motion, seconded by Ron Sorenson to approve the revised amount of \$875 (Attachment "B"). Vote: all yes |
|---|

- Request funds for painting/ironwork for the monuments:  
George Jones made a presentation of powder-coated material proposed for use on the lettering and emblem on the monuments at both entrances of our subdivision. This method would be used instead of flat paint. The benefit of powder coating is to extend the life of the project from three years to between 10 to 15 years. He also proposed changing the color scheme to the official colors so that the back portion of each monument will be a darker color than the front section. The emblems are being replaced because of the intricate design makes it less costly to replace rather than trying to refinish the existing ones.

Bob Cohen made a motion, seconded by Gorman Fisher to approve the expenditure to The Van Kirk Company for \$975. (Attachment "C") Vote: all yes

Doug Cameron said the work on the monuments will begin (weather permitting) on January 15. The letters will be taken down and transported to Tucson for recoating. The monuments will be without letters for approximately ten days while the work is completed.

### 3. Committee Reports

#### A Maintenance Committee

- The interior trees will be trimmed by mid-December.
- George Jones presented a request for operating funds for a project to maintain the common area behind Gloria View Court that will protect mountain views.

Gorman Fisher made a motion, seconded by Doug Cameron to approve the expenditure to La Sierra Ranch for \$600. (Attachment "D") After discussion and questions, a vote was taken. All voted to approve.

- Maintenance Company Contract for 2005

The agreement with Groundskeeper is in the final stages of negotiations and the Addendum prepared by Ron Sorenson was distributed to all board members for review and comment prior to being sent to Groundskeeper. Felix Landscaping was given 30-day notice that his contract will not be renewed.

#### B. Architectural - Susan Trecartin

There were two meetings held by the AC during the month of November. Minutes for those meetings are included as Attachment "E".

#### C. GVCCC – Gorman Fisher

- The Duval Mine Road interchange is slated for completion by September 2005. The present bridge over I-19 will be demolished in April and will require about a week during which time there will be detours. It would be a good practice to begin using Abrego and la Canada now to avoid the work area and travel delays.
- GVCCC is creating a team to carry the issue of the frontage road accidents to both the County and the State. Any of our homeowners that would like to be on the committee or to make comment are urged to contact GVCCC.
- CERT program (emergency service in case of disaster) has identified a problem with pets in case of evacuation because they cannot be taken to shelters. They are working on a solution for this issue.

- Community Service Guild is preceding in good fashion and a list of recommended contactors is being placed on the GVCCC web site.
- Green Valley and Phoenix are the two selected areas participating in a pilot program known as "Red Badge". This program is about helping obtain health information about people who may be involved in an automobile crash and they might not be able to communicate for themselves. By placing a sticker on the windshield and information into the glove box, first responders to traffic crashes will have necessary health information to speed emergency response time in treating crash victims, preventing further injury, and thus, helping save lives. Since this is a pilot program, a limited number of certificates and badges are available at GVCCC offices.
- Phone directories will be delivered in March.

#### D. Communications - Doug Cameron

Doug suggested including a colored piece of paper in future mailings that would continue to advertise our website to homeowners. **We will get estimates on printing approximately 3000.** In addition, if we plan to send communications via email we will need to get a disclaimer from homeowners stating they wish to discontinue paper and opt to receive mailings via the internet.

#### E. Nominating Committee – Ron Sorenson

There are several potential candidates and the committee continues to canvas homeowners prior to sending the Annual Meeting Notice to the members in January.

### 4. Continuing Business

#### A. Maintenance Committee revision to Common Area Rule – George Jones

After contacting our insurance agent regarding suggested revision to language for the storage of landscaping materials, their response was as follows:

“With regards to coverage pertaining to landscape materials stored on the streets in front of owners' residences or in common areas, there would be coverage as common areas and association maintained roads are within the scope of your General Liability coverage. The language used, in my opinion, looks fine as you are taking proactive steps in limiting risk. I would see no problem with the revision”

Ron Sorenson made a motion, seconded by Doug Cameron to approve the revision to the Homeowners Rules for Common Areas by deleting the last sentence of item one and adding a new item as follows:

“No landscaping materials may be placed or stored on sidewalks or common areas other than streets. With the written approval of the Association, landscaping materials may be placed or stored on one lane of the street in front of the owner’s residence or in a designated common area parking space for up to two consecutive days between 8 AM Monday and 6 PM Friday. Landscaping materials must not block both lanes of the street, fire hydrants, and access to mailboxes or neighbor’s driveways. At all times landscaping materials must be properly marked with traffic barricades and/or traffic cones to ensure safety. Landscaping materials left on the street after dark must be marked with lighted barricades. The street must be thoroughly cleaned of sand, dirt, and debris after removal of landscaping materials. “

All voted to approve.

B. CC&R Revision

The board members were asked to review the August 11, 1004 draft of the Revision to CC&R and come to the January meeting ready to finalize the document for mailing to homeowners for a mail ballot. The amendment must be approved by 51% of the total homeowners.

C. Common Area Tree Maintenance Resolution

There are several issues with the draft resolution as presented at the December meeting. Before Ron Sorenson would volunteer to rewrite it for consideration at the January meeting, he wanted a vote taken to see if the board was generally in favor of passing such a resolution. Since there was no opposition this item was tabled pending rewrite, which will be provided prior to the January meeting.

5. **Adjournment**

There being no further business to come before the board, the meeting was adjourned at 10:20 AM.

Respectfully submitted,

Marianne Bishop, Secretary

ATTACHMENT 'A'  
**SAN IGNACIO VISTAS, INC.**  
**HOMEOWNERS ASSOCIATION**

**Statement of Financial Condition**

11/30/2004

| <b><u>2004 Assets and Liabilities</u></b> |                   |
|---|-------------------|
| <b>Assets</b>                             |                   |
| Operating Funds                           | 11,938.33         |
| Reserves ( <b>Face Value</b> )            | <u>143,102.10</u> |
| <b>Total</b>                              | <b>155,040.43</b> |
| <b>Liabilities</b>                        |                   |
| 2005 dues paid in advance                 | -                 |

| <b><u>2004 Income and Expenditures</u></b> |                   |
|--|-------------------|
| <b>Income</b>                              |                   |
| Dues                                       | 69,996.00         |
| Operating Funds                            |                   |
| Interest                                   | 218.78            |
| Reserve Interest                           | 3,972.97          |
| Other Income: Reserves                     | <u>17,290.72</u>  |
| <b>Total</b>                               | <b>91,478.47</b>  |
| <b>Expenditures</b>                        |                   |
| Operations Expenses                        | 42,654.01         |
| Reserve Projects                           | <u>71,865.13</u>  |
| <b>Total</b>                               | <b>114,519.14</b> |

| <b><u>Homeowner's Reserve Equity</u></b> |            |
|--|------------|
| Total Reserve Equity                     | 143,102.10 |
| Reserve equity, per member               | 627.64     |

Unaudited

ATTACHMENT 'B'  
**San Ignacio Vistas, Inc.**  
**Operating Funds Project Request**  
**for Amounts \$500.00 and Above**

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: George Jones, Chairman of Maintenance Committee

PROJECT DESCRIPTION: Install curb reflectors on SIV HOA streets to improve nighttime visibility and safety.

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

Maximum: 5 years

Minimum: 3 years

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: \$875

Minimum Cost:

What could cause the costs to increase or decrease from the estimate? This is a revision from the \$800 previously approved by the board. The revised amount reflects the actual cost of the project. The cost increase is due to more reflectors being needed than estimated.

ESTIMATED TIME TO COMPLETE: What is the estimated length of time to complete the project?

What is the expected start date? N/A--project is complete.

PROPOSED VENDOR(S):

Who is the proposed vendor(s)? Property owner performed labor to install reflectors at no cost to SIV HOA. SIV HOA pays only for cost of material.

How was the vendor selected? N/A.

Which other vendors were considered? None.

FOR BOARD USE: Operating Category to be charged: Maintenance: budgeted

Actual cost: \_\_\_\_\_ Start date: \_\_\_\_\_ End date: \_\_\_\_\_

ATTACHMENT 'C'  
**San Ignacio Vistas, Inc.**  
**Operating Funds Project Request**  
**for Amounts \$500.00 and Above**

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: George Jones, Chairman of Maintenance Committee

PROJECT DESCRIPTION: Regrind metal letters on monuments, manufacture two new San Ignacio rings and refinish all items with powder coat.

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 years      Minimum: 10 years

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: \$970.00

Minimum Cost: \$970.00

What could cause the costs to increase or decrease from the estimate? Nothing.

ESTIMATED TIME TO COMPLETE: What is the estimated length of time to complete the project? Two weeks

What is the expected start date? January 2005.

PROPOSED VENDOR(S):

Who is the proposed vendor(s)? Van Kirk Company (520-624-5010)  
302 S Norris  
Tucson, AZ 85719

How was the vendor selected? The Van Kirk Company is the only known vendor who has equipment to apply powder coat paint.

Which other vendors were considered? Two other estimates were obtained to repaint the letters and San Ignacio rings. One estimate was for \$275, the other was \$240, but these estimates were to refinish with a flat black paint expected to last three years, instead of the 10 to 15 years life expectancy of the powder coating process.

FOR BOARD USE: Operating Category to be charged: Maintenance: budgeted Actual cost: \_\_\_\_\_ Start date: \_\_\_\_\_ End date: \_\_\_\_\_

ATTACHMENT "D"  
**San Ignacio Vistas, Inc.**  
**Operating Funds Project Request**  
**for Amounts \$500.00 and Above**

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: George Jones, Chairman of Maintenance Committee

PROJECT DESCRIPTION: Cut, prune, and trim trees on common area behind Gloria View Court as needed to restore mountain and valley views. Also cut and remove dead trees on common area along Calle Tres east of the entrance on View Ridge Drive.

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

Maximum: Two to Three years

Minimum: One year

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: \$600.00 (estimate submitted by La Sierra Tree Service based on an hourly rate

Minimum Cost:

What could cause the costs to increase or decrease from the estimate? Actual time may be more or less than estimate.

ESTIMATED TIME TO COMPLETE: What is the estimated length of time to complete the project? One day

What is the expected start date? Second week of December.

PROPOSED VENDOR(S):

Who is the proposed vendor(s)? La Sierra Ranch

How was the vendor selected? La Sierra Ranch was low bidder on interior tree maintenance that will be Performed in December,

Which other vendors were considered? None.

FOR BOARD USE: Operating Category to be charged: Maintenance: budgeted Actual cost: \_\_\_\_\_ Start date: \_\_\_\_\_ End date: \_\_\_\_\_

ATTACHMENT 'E'

ARCHITECTURAL COMMITTEE MINUTES  
Meeting: Wednesday, November 3, 2004, 9:00 a.m.

Present: Ann Noe, John Lucas, Susan Trecartin, Board Rep. Gorman Fisher

Absent: Roni Pine, Frank Surpless, Bob Puttock, Gary Brown

Reviewed and approved:

- (1) Ramada (Lot # 228)  
Permit sent to M. Bishop
- (2) Porch addition (Lot # 63)  
Letter sent to Lovelands re. Agreed and understood that roof extension over patio/ porch shall remain open to sides and rear: i.e., no enclosures such as screens, walls.  
Permit has been secured

ARCHITECTURAL COMMITTEE MINUTES  
Meeting: Monday, November 8, 2004, 3:00 p.m.

Present: Ann Noe, Roni Pine, John Lucas, Susan Trecartin

Absent: Bob Puttock, Frank Surpless, Gary Brown, Board Rep. Gorman Fisher

Reviewed and approved:

- (1) Ramada (Lot # 102)  
Permit pending

Other Actions:

- (1) November 24, 2004      Lot # 86  
Approved repainting of house-Letter enclosed
- (2) November 29, 2004      Lot # 10  
Approved construction of soldier wall-Letter enclosed