

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting
May 4, 2009
Approved by the Board May 7, 2009

Board: Marianne Bishop, Bob Christensen, Ed Eick, and Delores Leavitt
Homeowners: Rob Alstaetter, Rick Irvin

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 approving the minutes of the April 6, 2009 meeting as distributed for review.

A MOTION was MADE by Delores Leavitt, which was SECONDED and unanimously PASSED approving the minutes of the Executive Session of the Board held April 6, 2009.

2. FINANCIAL REPORT

A MOTION was MADE by Ed Eick, SECONDED and unanimously PASSED approving the Treasurer's Report, four months ending April 30, 2009 subject to Audit (**Attachment A**).

Jack Powers is working with Bill McGovern, a former IRS agent and tax partner with a national firm and a homeowner in San Ignacio Heights in attempting to attain tax exempt status for SIV. Once accomplished, we will file amended tax returns for the past 3 years.

3. OFFICER'S REPORTS

A. Secretary

The Secretary handled the complaint regarding cars parked in the common area parking bays on Meadow Ridge Drive.

B. President

A MOTION was MADE by Bob Christensen 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 chairman, who must be a director, and two or more Members of the Association. 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.

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

The slate of nominees may be augmented by the direct petition of Members. Provided the petition is in the form provided by the Association Secretary and petition is submitted to the Association Secretary at least 50 days in advance of the annual meeting and the petition bears the signature of at least ten Members, the nominating committee is obligated to place on its slate of nominees any Member put forward in the petition.

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.

Motion tabled until September.

A MOTION was MADE by Bob Christensen, which was SECONDED and unanimously PASSED to increase the transfer fee to \$150 and the disclosure fee to \$150.

4. COMMITTEE REPORTS

A. GVCCC BOARD OF REPRESENTATIVES

Bob Christensen presented the report ("Attachment B")

B. ARCHITECTURAL COMMITTEE

Ed Eick presented the report ("Attachment C")

C. MAINTENANCE COMMITTEE

- 1) Minutes of the April 8 and April 29 meetings are included as "Attachment D".

A request for reserve funds was considered for project work by Construction 1 to repair four walls in the parking areas, being 3 on View Ridge and 1 on the south end of Harvest Moon. The bid is valid until 6-2-09. ("Attachment E")

A MOTION was MADE by Bob Christensen, SECONDED and unanimously PASSED approving the request for funds and accepting the bid from Construction 1 to patch and paint the walls for a total of \$1138.41.

- 2) The Board understood the position of the maintenance committee on the test plantings, but encouraged the committee to pursue test plantings in a few areas where we have removed trees.
- 3) The committee recommended covering the dirt strip of common ground on the north side of Sonoran View between the curb and the hillsides with some type of landscape stone. The board asked the committee get prices in the hope that this project could be accomplished during the summer.

5. OPEN FORUM - none

6. CONTINUING BUSINESS - none

7. NEW BUSINESS - none

8. ADJOURNMENT

The meeting was adjourned at 10:40 AM. The next board meeting will be held on Monday, September 14, 2009.

Respectfully submitted, /s/ Marianne Bishop, Secretary

ATTACHMENT A

SAN IGNACIO VISTAS, INC.**Statement of Revenue, Expenses and Fund Balances***(Modified Cash Basis)*

4 Months Ending April 30, 2009

	Operating Fund		Reserve Fund	Total All Funds
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Revenue				
Assessments	\$102,600	\$102,263	\$0	\$102,263
Transfer and Document Fees	400	840	0	840
Interest	<u>204</u>	<u>162</u>	<u>1,147</u>	<u>1,309</u>
Total Revenue	<u>\$103,204</u>	<u>\$103,265</u>	<u>\$1,147</u>	<u>\$104,412</u>
Expenses				
Maintenance Expenses	\$9,924	\$5,046	\$19,090	\$24,136
Administrative Expenses	5,516	6,522	0	6,522
Other Expenses	<u>2,691</u>	<u>1,674</u>	<u>21</u>	<u>1,695</u>
Total Expenses	<u>\$18,131</u>	<u>\$13,242</u>	<u>\$19,111</u>	<u>\$32,353</u>
Excess Revenue (Expenses)	\$85,073	\$90,023	-\$17,964	\$72,059
Reserve Allocation To (From)	<u>(46,356)</u>	<u>(40,356)</u>	<u>40,356</u>	<u>0</u>
Net Increase (Decrease) After Allocation	<u>\$38,717</u>	<u>\$49,667</u>	<u>\$22,392</u>	<u>\$72,059</u>
Fund Balances				
Beginning of Year Fund Balance		<u>\$2,321</u>	<u>\$173,038</u>	<u>\$175,359</u>
End of Month Fund Balance		<u>\$51,988</u>	<u>\$195,430</u>	<u>\$247,418</u>

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 \$247,418 comprised of \$21,988 (checking & money market) and \$30,000 in CDs in the operating account at Compass

Reserve equity totaled \$759 per member at the beginning of the year and \$857 per member at month end.

ATTACHMENT B

GVCCC REPORT

Officer Training was conducted on Monday, April 20 in the GVCCC offices. Carl Schuster (Board Member at Large) presented the President's training. Marianne Bishop conducted the Secretary training and Bill Copeland taught the Treasurer's portion.

Road Maintenance 101 will be held by GVCCC on Tuesday, May 5 at 8:30 featuring Bill Malaby of Sunland, Roy Ericksen and Roger Westrate.

Road signage along I-19 will be changed, with exits numbered in miles rather than kilometers (although the former exit number will be noted in smaller print along the bottom of the sign).

ATTACHMENT C

ARCHITECTURAL COMMITTEE MEETING

April 14, 2009

The newly constituted Architectural Committee met to decide how to move forward on the primary mission of creating a Homeowners' Handbook.

The task was split into three parts and assigned as follows:

Marianne -organization, introduction, and processes.

Bob -general rules and rules for the Maintenance Committee.

Ed -rules for the AC to deal with.

The following requests were handled during the month:

Lot 151 Approved patio enclosure in rear yard

Lot 085 -Approved landscaping of rear yard and plant replacement in front

Lot 114 Ramada approval

Lot 134 -Paint approval

Lot 123 was contacted because of an illegal placement of a satellite dish.

Respectfully submitted

Ed Eick, Committee Liaison

ATTACHMENT D

SIV MAINTENANCE COMMITTEE MEETING APRIL 8, 2009

Present: Rob Alstaetter, Jim Chervenka, Bob Hill, Jean Ross, Eileen MacLaren,
and Rick Irvin

The March minutes were approved.

Rick Irvin advised that Lillie Hill has resigned from the Board and the Maintenance Committee for health reasons.

The Interior Tree Inventory as of March 2009 was distributed and reviewed. It was agreed that all SIV Homeowners will be notified in September about the tree trimming project for 2009. The project will be in mid to late November. The notice will ask homeowners to send any SPECIAL requests to us no later than the end of October so the Maintenance Committee can review them prior to the project.

Santa Rita Landscaping continues to be very satisfactory, including the treatment for areas of Bufflegrass. Rick Irvin and Rob Alstaetter met with Santa Rita on March 24 to review our common areas and talk about possible new plantings. We have received some suggestions from them and Jean Ross and Rick Irvin will follow up with them and report back to the committee. They do not think any plantings should be done until early July to allow for optimum rain harvesting through the monsoon season.

The street maintenance is complete for 2009 and the Financial Advisory Committee has updated the reserve calculation for the coming year. Jim Chervenka agreed to start inquiries to contractors to be able to assess that our reserves are adequate for sidewalk maintenance and repair.

Rick Irvin presented a report from Ron DeVree regarding the monument on the hillside at the corner of Calle Tres/Frontage Road. Ron received bids from JP Construction for improving and removing the monument. The cost to remove is not much more than improving it. Ron recommended removing it and not having to deal with it in the future. The cost to remove it is \$2,240. The Committee agreed to forward the report to the Board for their input and guidance.

Jim Chervenka said that the stucco and paint on the wall at Vista Ridge and View Ridge needs some work. He will contact several contractors for bids.

The next meeting date was proposed for April 29th at 9am at Rick Irvin's house.

The meeting was adjourned.

Respectfully submitted

Rick Irvin

SIV MAINTENANCE COMMITTEE MEETING

APRIL 29, 2009

Present: Rob Alstaetter, Jim Chervenka, Jim Steffen, Jean Ross, Eileen MacLaren, and Rick Irvin

The April 8, 2009 minutes were approved.

Jim Chervenka presented four bids for the repair and painting of four of our parking walls. The range was from just under \$700 to almost \$2,900. The bids were not complete and it was agreed that we pursue final bids from the two lowest contractors. The Committee will request approval from the Board on May 4th for approval to spend up to \$1,500 to complete the project this spring.

Santa Rita Landscaping has provided us with a proposal for test planting in two areas. The cost would be \$420 per area, with an ongoing cost for watering of \$150 a month. The monthly cost would be added to our regular bill. After considerable discussion, it was agreed that we would supply the Board with a status report and not recommend the test planting. We agreed that without more interest from homeowners there was no desire to spend the money.

It was agreed that all SIV Homeowners will be notified in September about the tree trimming project for 2009. The project will be in mid to late November. The notice will ask homeowners to send any SPECIAL requests to us no later than the end of October so the Maintenance Committee can review them prior to the project.

The Committee agreed to supply the Board with the report we have received on the Monument at Calle Tres and the Frontage Road with a recommendation that no action be taken at this time.

Our next official meeting will be in the fall, at a date to be determined.
The meeting was adjourned.

Respectfully submitted

Rick Irvin

ATTACHMENT E

SAN IGNACIO VISTAS

RESERVE 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: Rick Irvin and Jim Chervenka for the Maintenance Committee

PROJECT DESCRIPTION:

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

Repair Stucco and Repaint the Common Area parking walls

LIFE EXPECTANCY:

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

Maximum: 10 years

Minimum: 5 years

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: \$1,500

Minimum Cost: \$1,200

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

This will be a fixed price contract from a Licensed Contractor

ESTIMATED TIME TO COMPLETE

What is the estimated length of time to complete the project? One Week

What is the expected start date? May 8th to May 10th

PROPOSED VENDOR(S):

Who are the proposed vendor(s)?

Construction 1 Landscape & Design, 2342 E Mayview Dr., Green Valley AZ 85614

How was the vendor selected? Competitive Bids

Which other vendors were considered? Ayers Painting, Stetson Painting and JP Construction

FOR BOARD USE:

Approved Date: 5-4-09 Actual cost: 1138.41 Start Date: _____ End Date: _____