

San Ignacio Vistas, Inc.
Homeowners Association
Regular Board Meeting Minutes
October 6, 2003

There were no homeowners present.

Present: Marianne Bishop, Linda Gregory, Arlene Haugan, Vernon Kliewer and Ron Sorenson

The president called the meeting to order at 9:00 a.m. The meeting proceeded using the agenda dated October 6, 2003.

1. Ratification of e-mail vote

The chair moved for ratification of the unanimous e-mail vote for Gorman Fisher to complete the term (thru Annual Meeting 2005) of Karl Anderson, resigned. Ron Sorenson seconded. Gorman Fisher joined the meeting.

2. Reading of the Minutes

The minutes for the September Board Meeting were approved unanimously as distributed.

3. Officer's reports

a. Secretary

- Since the house on Lot 20 is for sale, a call was placed to LMR to confirm there is a hold on the property because of improper installation of an antenna wire.
- Work is continuing with LMR to understand the layout of the TOPS-ACCESS extract database so we can prepare internal as-needed reports for SIVHOA board use.
- A request was received to publish a flier advertising the 9th Annual Golf Mixer in our next newsletter. Rather than devoting a whole page to this event, a suggestion was made to use filler space to mention the event (giving pertinent phone numbers and web-page). Any interested homeowner can then contact the organizer for further information. This was approved by consensus.
- The secretary was given a listing of homeowners with phone numbers from GVCC asking us to verify the information. A crosscheck will be done against the TOPS database with the intent to only verify correctness of the GVCC listings.

b. Treasurer's Report - Arlene Haugan

Arlene Haugan presented the **Statement of Financial Condition** through 9-30-03. This new format more accurately presents the status of the books as reflected by the new name for this report. Her *report was accepted* unanimously, pending audit, and is included as "**Attachment A**" to these minutes.

By the next board meeting the Treasurer is hopeful to have the 2004 preliminary budget for review. It continues to appear that the dues for 2004 will only be raised to coincide with the cost-of-living index.

c. Presiding Officer

- A proposed letter to be sent to Karl Anderson thanking him for services for the past 2-½ years was presented. The letter was accepted without change.
- LMR asked that SIVHOA obtain a liability policy that specifically adds LMR. The president is working with our insurance company to meet this requirement. This will cause a probable increase of approximately \$500/yr. When the new policy is in effect we will cancel our present liability policy and we will receive a partial refund.
- A suggestion was made that Chuck Catino be contacted regarding his willingness to serve as a representative from SIVHOA to work with GVCCC on planned Evacuation and Emergency Response Programs.

- The president is obtaining bids for resealing our streets. At present he has a bid from Sunland Asphalt but will not disclose figures until all bids are received. The other two companies are Ace Asphalt of Arizona (who is scheduled to make a presentation after the board meeting today -- and did work in SIVII) and Tucson Asphalt Contractors (they performed the last resealing of SIV streets).
- Homeowner of Lot 205 is gravely ill. This is the homeowner that had been in arrears and currently owes penalty, interest and lawyers fees. The property is solely in his name therefore he is the only one that can act. Our attorney has decided to proceed with judgment against him so it will become matter of record. Also, Lot 85 should be proceeding to judgment.
- Several homeowners complained about view blockage from trees in the common areas of Gloria View Court. The President contacted C&W Environmental to remove the problem trees. The work was completed on 9/16 at a cost of \$735. A copy of the Reserve Funds Project Request is included with these minutes as **“Attachment B”**
- Final costs were reported on three previously approved projects, as follows:

PROJECT	ESTIMATED	ACTUAL
	Max - Min	
Revegetation	\$1,000 - \$599.16	\$ 792.09
Drainage ways	\$10,000-7,252.50	\$ 7,753.38
Sign Repair	\$750 - \$400.	\$ 480.00

- Felix Landscaping signed the maintenance contract for 2004 without change.
 - damon Patton has asked to be removed from the Audit Committee because he is moving from SIV. The President is interviewing new accountants. It is estimated that the cost for the 2003 audit could be at least \$2,000-\$3,000 higher than 2002 because it will be more extensive. The accountants being interviewed have cautioned that neither the Treasurer nor the President should be a member of the Audit Committee.
 - The President gave a brief overview of topics to be included in the newsletter, which will be mailed within the next two weeks.
4. Committee Reports
- a. Architectural Committee—We are still waiting for an opinion from our attorney regarding Ramada Rules.
 - b. Maintenance Committee— The new vegetation is in place and a watering schedule is being maintained. Hydro seeding of the embankments alongside Calle Tres and Camino del Sol was investigated and the hydro seeder suggested that this is a waste of time because it has been tried several times and failed. Other erosion control efforts on Camino del sol are being investigated.
 - c. Old Business
 - CC&R's
We are waiting for comment from our Attorney on the draft and series of questions that were included at the end of the draft. Plans are to hold a homeowner’s forum. The secretary was directed to hold two meeting rooms (one for late November and the other for early December
 - Median Lighting
There was an informational meeting regarding the efforts to re-light the median on Camino del sol. Only 8 of the 19-20 affected HOA’s attended this meeting, therefore the project seems to be a dead issue.
 - Rules Promulgation
When any rules are adopted, the board should promptly send a complete revision of the “Homeowners Association Rules” to all homeowners so that they will be enforceable.
 - d. New Business
 - Ratify AC Building Permit Rule
The AC presented the following rule for consideration by the board.

All homeowners must secure a permit from Pima County for proposed construction of anything attached to their structure, including any changes to any wall attached to the home. No construction may commence on a pre-approved project until a copy of the building permit is submitted to the Architectural Committee.

In order to accommodate mailing the Revised Homeowners Association Rules with the October Newsletter there was a motion made to strike "pre" on the third line of the rule and to adopt the Building Permit Rule as modified. The motion passed unanimously.

- Legal Format for Recordation of Rules

Tanis Duncan delivered a document intended to cover notice regarding the adoption of Rules and Regulations governing the use and occupancy of Lots and the use of the common area of SIV. There were several changes suggested to the document. A motion was made that once the document is revised the President and Secretary be authorized to execute the document and cause it to be recorded. The motion passed unanimously.

- CIA Board Training class – November 22, 2003

It was suggested that all new board members would benefit from attending this class. The president will investigate the wisdom of having our own membership to CIA. He also handed the Secretary a publication entitled "Drafting Association Rules" (Gap Report #7) to be placed in our internal library.

1. Adjournment

With no further business the meeting was adjourned at 10:20 am.

Approved by the Board on November 3, 2002

/s/

Marianne M. Bishop, Secretary

Required:

1. Contact GVR to get meeting room for CC&R homeowner's forum. Send e-mail to board members to hold these dates open.
2. Contact Tanis Duncan and have Notice Regarding Adoption of Rules and Regulations revised as it relates to Section 1.17 on pages 1 and 2.
3. Follow up with Tanis Duncan regarding Ramada Rules language and the revision to the CC&R's.

ATTACHMENT A'

**SAN IGNACIO VISTAS, INC
HOMEOWNERS ASSOCIATION**

Statement of Financial Condition

9/30/03

Assets	
Operating Funds	\$ 20,216.88
Capital Reserves Fund (Face Value)	\$163,773.42
Non Annual Maintenance Fund (Face Value)	\$ 5,448.26
Lien--amount SIV expects	\$ 3,607.00
Total	\$193,045.56

Statement of Revenues and Expenditures

Income	
Operating Funds--Dues & Interest	\$ 73,390.88
Capital Reserve Fund--Dues & Interest	\$ 19,110.79
Non Annual Maint.Fund--Dues & Interest	\$ 7,045.19
Total	\$ 99,546.86

Expenses	
Operations	\$ 53,174.00
Capital Reserve	\$ 8,545.47
Non Annual Maintenance	\$ 1,596.93
Total	\$ 63,316.40

Homeowner's Equity	
Total Equity	\$169,221.68
Equity, per member	\$ 742.20

Saved on Bishop Computer12

Unaudited

'ATTACHMENT B'

**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: Vernon Kliewer, President with prior Board authorization as it relates to view inhibiting perimeter CA trees

PROJECT DESCRIPTION:

Describe the Project. (List what the project and where/what will be impacted.) Remove view-blocking mesquites from perimeter behind 1505 W. Hidden Crest Dr. (2 mature Trees); 4991 S Gloria View Ct. (2 mature trees); 49995 Gloria View Ct. (2 mature trees; and two dead trees previously contracted. Each trunk treated with desiccant.

LIFE EXPECTANCY

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

Maximum *Permanent removal.*

Minimum:

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: *\$1,000.00*

Minimum Cost: Not determined beforehand.

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

Additional tree removal.

ESTIMATED TIME TO COMPLETE

What is the estimated length of time to complete the project? Unknown at this time; probably no more than a partial day

What is the expected start date? As soon as it can be scheduled by the vendor

PROPOSED VENDOR(S):

Who is(are) the proposed vendor(s)? C & W Environmental Services.

How was the vendor selected? Based on prior services.

Which other vendors were considered? None

FOR BOARD USE: Reserve Category to be charged: Nonannual Maint.Fund/unplanned
Actual cost: \$735.00 Start Date: 09/16/2003 End Date: 09/16/2003
09162003 SIVResFdReq 09162003