

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – February 10, 2015
Approved: March 10, 2015

The meeting was held at 4731 S Harvest Moon Drive and there was a quorum of the board: Marianne Bishop, Joyce Bulau, Jim Callahan, Paula Leeson and Ann Striker. Also, present was Jack Powers, Chairman of the Audit Committee and homeowners Claude and Deb Nance. The meeting was called order at 9 AM.

1. COMMITTEE REPORTS

A. Audit Committee – Jack Powers

A draft of the audit report which will be presented at the Annual Meeting was reviewed. Jack advised the board that this is the last year he will be performing the audit. He reviewed the difference between a compilation, review and audit and recommended that the board elect to contract each year for the minimum, a review, and an audit every 2nd or 3rd year.

B. Financial Advisory – Joyce Bulau

The minutes of the January 16 FAC meeting were read ("Attachment A"). It was the recommendation of the Committee that we invest in a 5-year CD to be held in a brokerage account at Vanguard. After discussion about the amount insured thru FDIC at one institution,

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED directing the Treasurer to purchase a 5 yr CD in the amount of \$200,000 at Vanguard and a 5 yr CD for \$50,000 at Washington Federal.

C. Architectural

Jim Callahan presented the monthly report (**Attachment B.**)

D. Maintenance

Ann Striker presented the Road Subcommittee report for Pat Imgrund, chair. (**Attachment C.**) After discussion it was suggested we use the yellow traffic paint to refresh the "slow" signs currently painted at our entrances and at the curve between Vista Ridge and View Ridge to see if this will deter speeding along these streets. The board will put together a work crew to accomplish this prior to the Annual Meeting.

The requests for annual tree maintenance have been reviewed and were placed into three categories. The first phase was completed behind homes on Hidden Crest and King Arthur Ct. Felix Landscaping will provide a quote for removal of trees in the 2nd group (**Attachment D.**) The 3rd group included several trees along Sonoran View Drive. If these trees are allowed to grow untrimmed they will continue to create a blockage of views to the homes above them. It was agreed that more research needs to be done to find a long term solution to this problem. This matter was tabled until after the Annual Meeting.

A repayment schedule from Felix Landscaping for the Water Trailer was reviewed and was unanimously accepted by the Board (**Attachment D.**)

E. Nominating

Besides three incumbents (Joyce Bulau, Marianne Bishop, Secretary/ Treasurer and Jim Callahan) Claude Nance and Gary Raff have indicated a desire to run for a position on the board. A ballot was prepared and reviewed prior to distribution.

2. OFFICERS' REPORTS

A. President

Friends in Deed has asked to do a short presentation advising homeowners what services they provide. This will be scheduled first on the agenda.

B. Secretary

The minutes of the **January 13 2015** meeting were emailed to the board members after the meeting and were unanimously approved as distributed.

A MOTION was made by Marianne Bishop, SECONDED and UNANIMOUSLY passed setting the date of record for Owners to be eligible to vote at the Annual Meeting as February 15, 2015.

The Annual Meeting Notice, Agenda and February Newsletter were finalized and once changes are made to the cover letter it will be taken to the printer and distributed by our neighborhood watch committee during the week of February 15.

98 people attended the pizza party and from all reports it appeared to be a great success. We will be looking at holding social events for the HOA at GVR facilities going forward.

C. Treasurer

The Financial statement ending January 30, 2015 was reviewed. All dues for 2015 have been paid.

A MOTION was MADE by Jim Callahan SECONDED and UNANIMOUSLY PASSED accepting the Treasurer's Report (**Attachment D**).

Once our brokerage account is established at Vanguard we will initiate the purchase of a 5 year CD in the amount of \$200,000. In the meantime the balance approved for investment by the Financial Advisory Committee will be put into a 5 year CD at Washington Federal.

Since Jack Powers advised this is the last year that he will be performing our Audit the board will need to determine what we will do for 2015. We will need funds in the 2016 budget to cover this expense.

3. CONTINUING BUSINESS – None

4. NEW BUSINESS

5. ADJOURNMENT

With no further business to be conducted the meeting was adjourned at 10:30 AM. The next board meeting will be held at 9 AM Tuesday, March 10 2015 at 4731 S Harvest Moon.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

FINANCE ADVISORY COMMITTEE MINUTES

JANUARY 16, 2015

Present: Terry Arnholt, Kerm Jensen, Marianne Bishop, Joyce Bulau, and Gary Powers

Excused absent Pat Imgrund

Marianne reviewed our investment portfolio as follows.

Commerce Reserve Checking earning .25%	\$ 98,271
Washington Federal CD maturing 1/12/15, APY 1.55%	104,677
Vanguard investment 8.7%	111,725
Washington Federal MM .15%	50,642

The committee is recommending we invest all of the money currently held in Washington Federal and approximately \$61,000 of the deposit in Commerce in a FDIC insured \$240,000 CD for 60 months.

The committee checked the following institutions for instruments and rates:

Ally Bank - They do not offer CDs to HOAs

Commerce Bank (would exceed limit for FDIC in one institution)

Citibank; does not offer CDs to HOAs

Washington Federal; 60 month CDs earn 2%. The penalty for early withdrawal is 365 days interest.

Terry Arnholt did some research on our investment in Vanguard and found it to be competitive with their other funds. Vanguard does not offer insured CDs

Subsequent to our meeting Marianne did some research with Vanguard and learned we could purchase, thru a Brokerage Account, CDs insured by FDIC. During recent months CDs for \$100,000 or more for 60 months were paying between 2.2% and 2.3%. There is no interest penalty for early withdrawal and withdrawals can be made for \$1000 or more. The sale price is determined by the market price on the day of sale. If rates have risen since the date of purchase. The withdrawal amount would be discounted accordingly. If rates have fallen since the purchase date the withdrawal will be sold at a premium. Marianne and I discussed the merits of investing \$240,000 in a Vanguard 60 Month FDIC insured CD.

I called all of the voting members of the committee: Kerm, Pat and I are in favor of making this purchase. I was unable to communicate with Terry. In order to be in a position to purchase a CD's we submitted an application to open the Brokerage Account with Vanguard. In the meantime we deposited the \$104,725 into the Washington Federal MM.

Respectfully submitted

Gary Powers, Chair FAC

ATTACHMENT B

ARCHITECTURAL COMMITTEE (AC) REPORT
FEBRUARY 2015

LOT	REQUEST DATE	REQUEST	ACTION	DATE
064	1-18-15	PAINT APPLICATION	APPROVED	1-20-15
156	1-20-15	PAINT APPLICATION	APPROVED	1-22-15
146	2-6-15	PAINT APPLICATION	APPROVED	2-6-15

PALM TREE TRIMMING

The Secretary contacted homeowners of Lots 161, 187 and 204 to remind them that they were out of compliance with Section 4.28 LANDSCAPING AND HEDGING PARAGRAPH G. These homeowners have since had their palm trees trimmed.

PARKING IN STREET

In response to a request from neighboring homes an email was sent to a homeowner that was constantly parking one of their vehicles in the street. The vehicle has been moved to their driveway.

SOLAR SYSTEM:

There was a solar system installed on the roof at lot 021, Desert Sunset. Although no application was submitted to the AC, a building permit was issued on 2/3/2015.

ATTACHMENT C ROAD SUBCOMMITTEE

The road subcommittee met with Duane Huff of Sunland Asphalt on 1/27/15. After discussion it was agreed that Sunland will repair four settled areas of asphalt on King Arthur Ct by overlaying an asphalt skin patch this March or April. There will be no cost to SIV.

Duane also looked at areas of block cracking (alligating) on Vista Ridge Ct and Meadow Ridge Dr. He felt it prudent to repair those areas before our next seal coating. He estimated costs for just the asphalt removal and replacement at \$12-15,000. That does not include any removal and replacement of the base. We won't know until the road is opened up the condition of the base, but the last time Sunland did repairs on Vista Ridge Ct they removed base to a depth of four feet. We will continue to monitor those areas, but we currently believe we will do that repair work in Mar/Apr 2016.

On 2-3-15 members of Road Subcommittee met. Our plan for road maintenance at this point is to remove and repave work in the spring of 2016 and to crack seal and seal coat in the spring of 2017. The members that are here this September will evaluate the roads again, so Pat Imgrund can submit a funding request in October for 2016 budget prep.

One thing I want to emphasize is that as we prudently defer maintenance but do not want to defer funding for roads. It is our belief that the reserve plan is not showing potential costs for the next crack sealing and seal coating projects.

David Devoucoux will be contacting Marianne about purchasing traffic paint and supplies for the Board approved road marking. We have also purchased 2 new speed limit signs, one for each entrance and they are in transit.

Don White asked the board to reconsider the decision not to place the recommended three additional double sided signs in common areas along View Ridge, Vista Ridge and Sonoran View. Since we have no enforcement capability our only avenue to influence the driver's speed is through increased awareness. Signs at the entrances are essentially ineffective since the drivers are already moving at low speed at time they see the signs.

Don contends that the additional signs were intended to cause drivers to notice the sign and then look at their speedometer and perhaps make the decision to adjust their speed accordingly. This would at least demonstrate our concern about excessive speed in our residential neighborhood.

ATTACHMENT D
LANDSCAPE

SECOND GROUP

Here's the next round for the tree removal project; please call me if you have questions about specifics. I will also be around on Tuesday after our board meeting if you want to take a look at the exact trees with me.

- 1) SW corner of Gloria Vista/Vista Ridge: remove tree at ground level and treat stump
- 2) Gloria Vista/Prairie Hills on Vista Ridge with the tree closest to Gloria Vista
- 3) Tree directly behind Lot 99 (4831 S. View Ridge Dr.: remove tree at ground level and treat stump
- 4) Tree directly behind Lot 211 at 4793 S. Meadow Ridge Drive; remove tree at ground level and treat stump
- 5) Tree directly behind Lot 224 at 4975 S. View Ridge Drive (tree is on common area on Gloria View Ct. about 5 houses in
- 6) Tree in back of Lot 139 behind 1657 W. Sonoran View Drive (tree is between Lots 139 and 138) remove and treat stump
- 7) Three mesquite trees behind Lot 9 at 1785 W. Sonoran View Dr.: TOP trees to below retaining wall. The trees are on a severe and fairly hard to access slope and I think they need to be saved for slope retention. Could be hard to get to...

REPAYMENT PLAN FOR WATER TRAILER/ SPRAYER

The purchase price of the water trailer was \$2,756.00

Felix Landscaping will offset this expenditure with the following work schedule and these hours shall not be taken out of yearly contract hours. They will be additional hours worked to payoff water trailer.

- 1) Plant watering 4 hours per week for 14 weeks

56 hours at \$23.75 \$1,330.00

- 2) Spraying Bufflegrass and weeds

61 hours 1,448.75

TOTAL: \$2,778.75

2/5/2015
Cash Basis

San Ignacio Vistas, Inc
Balance Sheet
As of January 31, 2015

ASSETS**Current Assets****Checking/Savings**

120 · COMMERCE CHECKING

OperatingReserveTotal61,43261,432**Reserve Account**

1502 · COMMERCE RESERVE CK.

156,792

1503 · WASH FEDERAL 1/12/15 APY 1.55%

104,677

1505 - VANGUARD INVESTMENT

111,725

1506 - WASH FED RESERVE MM

50,642**Total Reserve Account**423,836**Total Current Assets**61,432 *423,836485,268 ***LIABILITIES & EQUITY****Equity**

300 · Operating Fund Balance

14,293

14,293

3000 · Reserve Fund Balance

365,315

365,315

Net Income

47,13758,521105,659**Total Equity**61,430423,836485,267**TOTAL LIABILITIES & EQUITY**61,430 *423,836485,267 *

* Difference due to rounding

San Ignacio Vistas, Inc
Profit Loss Actual vs Budget
YTD - January 31, 2015

	<u>Operating Fund</u>		<u>Reserve Fund</u>		<u>Total</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>
REVENUE						
400 - Assessments	114,000	114,000				
410 - Transfer and Document Fees	650	3,000				
420 - Operating Fund Interest	14	120				
66900 - Reconciliation Discrepancies	5					
	<u>114,669</u>	<u>117,120</u>				
4200 - Reserve Fund Interest			21	8,000		
Total Revenue					114,690	125,120
EXPENSE						
Maintenance						
500 - Yearly Contract	3,753	30,000				
501 - Invasive Grass		2,000				
502 - Tree Trimming	665	4,600				
503 - Utilities		500				
505 - Other Maintenance	1,673	2,000				
506 - Erosion Mitigation		5,000				
507 - Plant Replacement	0	2,200				
Total Maintenance Expenditures	<u>6,091</u>	<u>46,300</u>				
5000 - Street Repairs			-	24,000		
Administrative						
510 - Contract Service	950	11,400				
511 - Board	22	500				
512 - Legal	0	1,500				
513 - Communications						
513.1 - Computer and Internet	63	1,200				
513.2 - Telephone	105	1,320				
513.3 - Office Supplies	0	50				
513.4 - Printing/Reproduction	111	2,000				
513.5 - Postage/Delivery	0	250				
513.6 - Record Storage	0	460				
513.7 - Ads/Public Notice	(100)					
Total 513 - Communications	<u>179</u>	<u>5,280</u>				
Total Administrative	<u>1,151</u>	<u>18,680</u>				
Operating						
520 - Audit and Accounting						
521 - Insurance	0	3,300				
522.2 - GV Council	1,710	1,710				
523 - Taxes and Contingency	10	316				
524 - Member Socials	70					
Total Operating	<u>1,790</u>	<u>5,326</u>				
Total Expenditures	<u>9,032</u>	<u>70,306</u>			<u>9,032</u>	<u>70,306</u>
ALLOCATION						
600 - Reserve Allocation	(58,500)	(58,500)				
6000 - Operating Fund Allocation			58,500	58,500		
Excess Revenue <Expenditures>	<u>47,137</u>	<u>(11,686)</u>	<u>58,521</u>	<u>58,500</u>	<u>105,658</u>	<u>46,814</u>
Beginning Fund Balances	14,294		365,315		379,609	
Ending Fund Balances	<u>61,431</u> *		<u>423,836</u>		<u>485,267</u>	

* Difference due to rounding