

DRAFT

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting – September 13
Approved by the Board at the October 11, 2012 Meeting

The meeting was held at 4731 S Harvest Moon Dr. There was a quorum of the board: Marianne Bishop, Joyce Bulau, Dave McCracken and Ann Striker as well as Jim Callahan, Chair of Architectural.

President Joyce Bulau called the meeting to order at 2 PM. No other homeowners were present.

1) COMMITTEE REPORTS

A. Architectural

Jim Callahan presented the monthly report (**Attachment A**). Jim also mentioned some areas in our common area that need attention. This will be referred to the Maintenance Committee.

We recently discovered a home that has an unapproved color used on their garage doors. Since this home is brick and there is no clear direction on color options for garage doors the Committee will address this and revise that section of our rules.

The committee will also begin a review of all homes to determine if there are other homes inadvertently in non-compliance if a homeowner may have completed a project without AC approval. These homeowners will be sent a letter advising of the issue and what will be required to bring it onto compliance.

B. Maintenance – No Report

C. Financial Advisory

Gary Powers, set the next meeting for Monday Nov. 12 at 10 AM and the meeting will be held at 1764 W Vista Ridge Drive.

2. OFFICER'S REPORTS

A. President

- 1) Since the Board will need the recommendation from the Financial Advisory Committee prior to voting on the 2013 budget it will be necessary to reschedule the board meeting for November. In order to give our homeowners an opportunity to participate in the process, the November board meeting has been rescheduled as follows:

Tuesday, November 20 beginning at 4 PM at Canoa Ranch Social Center located at 5750 S Turquoise Mountain Drive

- 2) Saguaro Billing: In April 2012 our five year contract covering 4/15/11 to 4/15/16 called for a yearly 4% increase. Saguaro personnel missed instituting this because of personnel changes. As a result, the contract is being amended to provide for a one-year increase on April 2013 for a 6% increase. In April 2014 it will drop to the original 4%.
- 3) The erosion study was received from Westland Resources. Westland has provided their engineer's opinion relative to 6 areas of concern and the probable cost of \$66,575 associated with their suggested treatments. The report has been referred to the Maintenance Committee to obtain bids on this work and to prioritize these projects and bring their recommendation to the board at the October board meeting.

A MOTION was MADE by Dave McCracken SECONDED and UNANIMOUSLY PASSED approving the above actions.
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B. Treasurer

A MOTION was MADE by Dave McCracken, SECONDED and UNANIMOUSLY PASSED approving the financial report as of 8/31/12 subject to audit (**Attachment B**).

The board reviewed a preliminary budget. The Treasurer is awaiting a recommendation from Maintenance on the figures for the contract for common area maintenance as well as money to be spent from Reserves on projects for 2013. A second draft will be reviewed at the October board meeting.

C. Secretary

A MOTION was MADE by Joyce Bulau SECONDED and UNANIMOUSLY PASSED ratifying the Minutes of the May 10 board meeting.

A MOTION was MADE by Dave McCracken SECONDED and UNANIMOUSLY PASSED ratifying the expenditure to Westland Resources previously approved by the Board for the Erosion Study.

There have been 11 homes close thus far in 2012.

A draft newsletter was provided to the board for review and input. This newsletter will be sent as an attachment to email as well as hard copy as there are still residents that are not on the distribution list. Also, there is no way to assure that homeowners receive email as the mailing could be lost due to spam settings.

3. CONTINUING BUSINESS

Newbie Reception: Ann Striker is planning this event. All homeowners who have purchased a home here since 2010 will be extended a special invitation to attend the Thirsty Thursday event in November. We would like many of our homeowners to stop by between 4 and 6 PM to meet and greet our new residents. Details will be communicated via newsletter and email.

4. NEW BUSINESS - None

5. ADJOURNMENT

The meeting adjourned at 2 PM. The next board meeting will be held at 4731 S Harvest Moon Drive on Thursday, October 11 beginning at 2 PM

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ATTACHMENT A

Architectural Committee (AC) Report SEPTEMBER 13 2012

The following items were handled since the last board meeting.

LOT	REQUEST DATE	REQUEST	ACTION	DATE
077	6-15	SOLAR SCREENS	APPROVED	6-23
001	6-20	REPAINT TRIM & GARAGE DOORS, GATE AND RAILINGS	APPROVED	6-20
013	6-26	REPLACE YARD GATE	APPROVED	6-27
027	8-6	LANDSCAPE DESIGN FRONT YARD	APPROVED	8-6
165	8-7	RELACE TWO WINDOWS WITH GLASS BLOCK & REPLACE CONCRETE AND STEPPING STONES ALONG ENTRY SIDEWALK AND DRIVEWAY WITH STONE PAVERS		8-10
105	8-5	SATELLITE DISH	AWAITING LOCATION	
050	8-25	PAINT & REPLACE SIDE GATE	APPROVED	8-27
050	8-25	GUTTERS & DOWNSPOUTS	AWAITING OFFICIAL REQUEST	

- 197 Contacted Owner in mid July regarding dead palm. Discovered it was struck by lightening. Palms were removed on 7-19-12
- 103 Contacted Owner on July 23 asking them to trim their palm trees in response to a complaint from the Owner at Lot 152.
- 213 Contacted Owner on July 23 asking them to trim their palm trees
ACTION: complied.
- 159 Contacted Owner on July 23 asking them to trim their palm trees
ACTION: complied.
- 008 Garage door was painted an unapproved color. Committee is working with the homeowner on a mutually agreeable color from the selection of approved colors.

ATTACHMENT B

9/15/2012
Cash Basis

San Ignacio Vistas Inc.
Assets Liabilities and Fund Balances
As of August 31, 2011

ASSETS

Current Assets

Checking/Savings	Operating	Reserve	Total
Operating Fund			
120 · COMMERCE CHECKING	<u>18,033</u>		
Total Operating Fund	<u>18,033</u>		

Reserve Account

1504 · WASH FEDERAL 2/11/13 APY .50%		50,097	
1503 · WASH FEDERAL 1/12/15 APY 1.55%		100,722	
1502 · COMMERCE RESERVE CK.		42,088	
1501 · COMMERCE - 12/20/12 APY 1.3%		94,002	
1500 · COMMERCE - 9/15/13 APY 2%		<u>51,764</u>	

Total Reserve Account

338,673

TOTAL ASSETS

356,706

LIABILITIES & EQUITY

Equity

3000 · Reserve Fund Balance		317,548	
300 · Operating Fund Balance		8,766	
350 · Retained Earnings-Operating		0	
Net Income		<u>30,391</u>	

TOTAL LIABILITIES & EQUITY

356,705

San Ignacio Vistas, Inc.
Actual vs. Budget
8 Months, Ending 8-31-12

	<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>
400 · Assessments	103,755	103,740				
410 · Transfer and Document Fees	2,550	900				
420 · Operating Fund Interest	140	120				
	<u>106,445</u>	<u>104,760</u>				
4200 · Reserve Fund Interest			2,420	2,560		
			<u>2,420</u>	<u>2,560</u>		
					108,865	107,320
Maintenance						
500 · Yearly Contract	19,777	22,308				
503 · Utilities	399	552				
505 · Other Maintenance	2,767	3,500				
506 · Erosion Mitigation	1,505	1,505				
Total Maintenance Expenditures	<u>24,448</u>	<u>27,865</u>				
5000 - Street Repairs			36,456	41,916		
4201 - Reserves - Misc Expense			<u>3,101</u>	<u>-</u>		
Total Reserve Expense			<u>39,557</u>	<u>41,916</u>		
Administrative						
510 · Contract Service	6,800	6,800				
511 · Board	223	350				
512 · Legal	800	200				
513 · Communications						
513.1 · Computer and Internet	1,055	1,380				
513.2 · Telephone	715	720				
513.3 · Office Supplies	0	30				
513.4 · Printing/Reproduction	741	900				
513.5 · Postage/Delivery	206	205				
513.6 · Record Storage	385	385				
Total 513 · Communications	<u>3,102</u>	<u>3,620</u>				
Total Administrative	<u>10,925</u>	<u>10,970</u>				
Operating						
520 - Audit amd Accounting	30	30				
521 - Insurance	2,140	2,140				
522.2 · GV Council	1,254	1,254				
523 · Taxes and Contingency						
523.1 . Taxes - Property	0	0				
523.3 · Arizona Corporation Fee	10	10				
523.4 · Contingency	109	268				
Total 523 · Taxes and Contingency	<u>119</u>	<u>278</u>				
Total Operating	<u>3,543</u>	<u>3,702</u>				
	<u>38,916</u>	<u>42,537</u>	<u>39,557</u>	<u>41,916</u>	<u>78,473</u>	<u>84,453</u>
ALLOCATION						
600 · Reserve Allocation	<u>(50,400)</u>	<u>(50,400)</u>				
6000 - Operating Fund Allocation			50,400	50,400		
	17,129	<u>11,823</u>	<u>13,263</u>	<u>11,044</u>	30,392	<u>22,867</u>
Beginning Fund Balances	<u>8,766</u>		<u>317,547</u>		<u>326,313</u>	
Ending Fund Balances	<u>25,895</u>		<u>330,810</u>		<u>356,705</u>	