

**San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting**

November 5, 2007

APPROVED BY THE BOARD: December 3, 2007

Board Members Present: Marianne Bishop, Jim Chervenka, and Bob Christensen, which represented a quorum. Homeowners/AC Committee: Ann Noe, Bob Puttock and Susan Trecartin. The meeting was called to order at 9 AM. The agenda was approved with no additions but the order of items was adjusted in order to allow the Architectural Committee to present their report.

1. Architectural Committee – Bob Puttock

The committee prepared draft language dealing with For Sale Signs and Solar Energy Panels for inclusion into the Homeowners Rules as well as when amending the CC&Rs (Attachment A)

2. Consider Meeting Minutes A MOTION was MADE, SECONDED and PASSED to approve the Minutes of the **October 15** board meeting.

3. Consider/Approve Financial Reports

A MOTION was MADE SECONDED and PASSED approving the Financial Report at 10-31-2007 (Attachment B).

A MOTION was MADE SECONDED and PASSED approving the 2008 Budget (Attachment C).

A MOTION was MADE SECONDED and PASSED approving the 2007-12 Replacement Reserve Plan (Attachment D).

A MOTION was MADE SECONDED and PASSED approving 2008 Dues Assessment of \$420.

4. Officer's Reports

A. Secretary

- The Board has decided it will not have Saguaro bring a 30-Yard roll off for a yearly pickup because it may damage our streets during unloading and loading.
- Neighborhood Garage Sale is approved to be held Feb 29 and Mar 1 starting at 7 am
- Phone call received from a member of a HOA in Las Companas about how we went about changing trash providers. I sent them some correspondence about Saguaro, Talking Trash and Waste Management as well as documents relating to our CC&Rs for their review.

- The dues mailing was reviewed. The Secretary will make minor modifications and have Busy Bee distribute by bulk mail approximately November 26 to assure delivery by December 1.

B. President

A MOTION was made to appoint Jim Chervenka Vice President to serve until the Annual Meeting. SECONDED and PASSED

A MOTION was made to appoint Bill Palm to fill the vacancy created by the resignation of Geri Greb, for the balance of her term (2009). SECONDED and PASSED

A MOTION was made to appoint Greg Nowak, Jack Powers and Ed Wismeyer to the Audit Committee. Jack Powers will be the Chair. Both Jack and Ed are retired CPAs and Greg is an experienced businessperson. None are presently serving on the Board. The Audit Committee will examine the books and accounts of the Association for 2007 including its 2007 year end cash basis Financial Statements and report their findings to the Board at its February 4 2008 meeting and to the membership at the February 28 2008 Annual Meeting. SECONDED and PASSED

A mission statement (Attachment E) will be transmitted to the Audit Committee.

A MOTION was made to appoint Gerry Larsen, Bill Palm and Don Peterson to the Architectural Committee. Bill Palm, Board member, will be the Chair. Further, the Board hereby approves procedural changes (Attachment F) which will be provided to all members of the Architectural Committee including those appointed with this motion. SECONDED and PASSED

5. Maintenance Committee

Jim Chervenka presented the Committee Report (Attachment G)

6. Continuing Business – None

7. New Business - None

- 8. Adjournment** - The meeting was adjourned at 11:00 AM. The next meeting will be held December 3 commencing at 9 AM in the Mesquite Room at Canoa Hills

Respectfully submitted,

/s/

Marianne Bishop, Secretary

ATTACHMENT A
ARCHITECTURAL COMMITTEE

I. Add a new section to the CC&R's as follows:
Sec._____. **SOLAR ENERGY DEVICES:** Installation of Solar Energy Device(s) must comply with AZ State Legislation SB 1254. See SIVHOA Rules and Resolutions for details.

II. Change Sec. 12.14 **SIGNS of** the CC&R's to the following:

Billboards or advertising signs of any character are not permitted on any Lot. An Owner may erect one portable "Open House" sign, which may be no greater in size than four square feet, during the hours that a real estate broker or sales person is conducting an open house at the Dwelling Unit, or while open by the Owner. Such signs must be removed when the Dwelling Unit is not open for public inspection.

For Sale signs must comply with AZ State Legislation SB 1062. See SIVHOA Rules and Resolutions for more details.

Political Signs must comply with rules stated in the SIVHOA Rules and Resolutions.

III. Add the following For Sale Sign rules to SIVHOA Rules and Resolutions following the Political Signs section if possible:

FOR SALE SIGNS

1. For Sale signs must be maintained in good condition.
2. A sign advertising a home that is "available" or "for sale" may be posted in home window or in yard.
3. Sign post (if used) must be placed at least 4 feet from the sidewalk and 6 feet from the driveway.
4. There will be one sign per property.
5. Size must comply with State Law (18x24 inches maximum with only one 6x24 inch "rider").
6. Installation hazards (i.e. any damage to adjacent properties or damage to any underground lines) shall be the responsibility of the Homeowner.
7. Open House signs shall be governed by SIVHOA CC&R's, Sec. 12.14.

IV. A new section to be added to the SIVHOA Homeowners Rules and Resolutions

SOLAR ENERGY DEVICES

1. An Architectural Committee Review Submittal Form, available on the SIVHOA web site, must be submitted to the Architectural Committee prior to approval of the installation of a solar energy device.
2. AC Review Form Submittal must include a solar energy device certificate issued by Pima County to licensed installers.
3. Solar energy devices shall be properly maintained in accordance with manufacturers recommended maintenance procedures. Homeowner must arrange for maintenance of said devices during their absence.
4. Any damage occurring to adjacent properties caused by solar energy devices is the responsibility of the homeowner.
5. If for any reason a homeowner decides to discontinue using a solar energy device, said device shall continue to be maintained properly or it must be removed from the property.

**ATTACHMENT B
FINANCIAL REPORT TO HOMEOWNERS**

Statement of Financial Condition

Assets

Operating Account	\$8,775.61
Reserve Account	<u>183,829.37</u>
Total Assets	\$192,604.98

Liabilities

Fund Balances

Operating Fund Balance	\$8,775.61
Reserve Fund Balance	<u>183,829.37</u>
Total Fund Balances	\$192,604.98

Reserve equity, per member	\$806.27
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2007 Revenue, Expenditures and Allocations

Revenues

Assessments	\$79,800
Transfer and Document Fees	1,200
Operating Account Interest	1,215
Reserve Fund Interest	6,218
Other Income	<u>0</u>
Total Revenues	\$88,433

Expenditures

Administrative	\$11,329
Maintenance	32,468
Other Operating Expenditures	7,725
Reserve Income Taxes	2,287
Reserve Study	1,780
Reserve Project Costs	<u>15,260</u>

Total Expenditures	\$70,849
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Reserve Allocation	\$26,620
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Revenue over Expenditures	\$17,584
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Memo: Operating Revenue over Exp.	\$30,693
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Memo: Reserve Revenue over Exp.	-13,109
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Net Increase in Fund Balances	\$17,584
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Memo: Change in Reserve Fund Balance	\$13,511
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Memo: Change in Op Fund Balance	\$4,073
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ATTACHMENT C

SIVHOA 2008 OPERATING BUDGET

2008 Operating Budget (Compared with 2007 Budget and Actual)

	<u>2008</u> <u>Budget</u>	%	<u>2007</u> <u>Actual</u>	<u>Budget</u>
		<u>Of Actual</u>		
Operating Fund Opening Balance	-\$158	-3%	\$4,683	\$4,683
Operating Revenue				
Assessments	\$95,760	120%	\$79,800	\$79,800
Transfer and Document Fees	1,400	117%	1,200	4,500
Operating Fund Interest	1,100	89%	1,230	920
Other Income	<u>0</u>	0%	<u>0</u>	<u>0</u>
Total Operating Revenue	\$98,260	119%	\$82,230	\$85,220
Operating Expenditures				
Administrative Expenditures				
Administrative Services	\$5,600	100%	\$5,600	\$4,800
Board Expenditures	1,000	111%	900	500
Legal	900	90%	1,000	850
Membership Communications	<u>4,800</u>	91%	<u>5,300</u>	<u>6,465</u>
Total Administrative Expenditures	\$12,300	96%	\$12,800	\$12,615
Maintenance Expenditures				
Common Area Maintenance	\$33,600	100%	\$33,600	\$33,600
Tree Trimming	4,500	100%	4,500	2,500
Utilities	800	103%	780	800
Other Maintenance	<u>1,500</u>	0%	<u>1,046</u>	<u>1,000</u>
Total Maintenance Expenditures	\$40,400	101%	\$39,926	\$37,900
Other Operating Expenditures				
Audit and Accounting	\$533	21%	\$2,533	\$2,500
Membership and Corp Fees	1,639	100%	1,639	1,654
Insurance	3,525	100%	3,525	3,600
Property Taxes	<u>30</u>	107%	<u>28</u>	<u>331</u>
Total Other Expenditures	\$5,727	74%	\$7,725	\$8,085
Total Operating Expenses	\$58,427	97%	\$60,451	\$58,600
Revenue net of Expenditures	\$39,833	183%	\$21,779	\$26,620
Less: Reserve Allocations	\$39,000	147%	\$26,620	\$26,620
Net Increase in Op Fund Balance	\$833	-17%	-\$4,841	\$0
Operating Fund Balance	\$675	-427%	-\$158	\$350

REPLACEMENT RESERVE PLAN

2007 - 2012

2007

Capital Account	Expected Life	Rebuild	12/31/2006 Balance	Full Funded Balance	Years to Fund	Funding Required	2007 Funding	2007 Expense	12/31/2007 Balance
Concrete - Repair	TBD	5 yrs.	\$0	\$7,767	4	\$1,942	(U) \$526	\$526	\$0
Culvert Rails - Repaint	4 yrs.		\$0	\$563	2	\$282	(U) \$0	\$0	\$0
Drainage Lines - Repair	TBD	5 yrs.	\$0	\$3,900	1	\$3,900	(U) \$0	\$0	\$0
Monuments - Refurbish	18 yrs.		\$0	\$6,901	9	\$767	(U) \$0	\$0	\$0
Stucco Walls - Repaint	6 yrs.		\$0	\$1,935	5	\$387	\$520	\$520	\$0
Streets - Crack Repair	TBD		\$0	\$7,282	3	\$2,427	(U) \$0	\$0	\$0
Streets - Crack Seal	2 yrs.		\$0	\$8,738	2	\$4,369	\$4,369	\$0	\$4,369
Streets - Curb Seal	TBD		\$0	\$9,624	3	\$3,208	(U) \$0	\$0	\$0
Streets - Overlay	24 yrs.	10 yrs.	\$150,894	\$394,154	15	\$16,217	(U) \$1,458	\$0	\$152,352
Streets - Repair	20 yrs.		\$0	\$10,001	8	\$1,250	\$14,734	\$14,734	\$0
Streets - Reseal	4 yrs.		\$19,424	\$37,718	2	\$9,147	\$9,147	\$0	\$28,571
Other			\$0	\$0		\$2,138	\$4,418	\$4,418	\$0
Total Reserves			\$170,318	\$488,583		\$46,034	\$35,172	\$20,198	\$185,292

2008

Capital Account	Expected Life	Rebuild	12/31/2007 Balance	Full Funded Balance	Years to Fund	Funding Required	2008 Funding	2008 Expense	12/31/2008 Balance
Concrete - Repair	TBD		\$0	\$8,000	3	\$2,667	\$2,667	\$0	\$2,667
Culvert Rails - Repaint	4 yrs.		\$0	\$580	1	\$580	\$580	\$580	\$0
Drainage Lines - Repair	TBD	5 yrs.	\$0	\$4,017	1	\$4,017	\$4,017	\$4,017	\$0
Monuments - Refurbish	TBD		\$0	\$7,108	8	\$889	\$889	\$0	\$889
Stucco Walls - Repaint	10 yrs.	5 yrs.	\$0	\$1,993	4	\$498	\$498	\$0	\$498
Streets - Crack Repair	TBD		\$0	\$7,500	2	\$3,750	\$3,750	\$0	\$3,750
Streets - Crack Seal	2 yrs.		\$4,369	\$9,000	1	\$4,631	\$4,631	\$9,000	\$0
Streets - Curb Seal	TBD	10 yrs.	\$0	\$9,913	2	\$4,956	\$4,956	\$0	\$4,956
Streets - Overlay	24 yrs.	10 yrs.	\$152,352	\$413,861	14	\$18,679	(U) \$11,654	\$0	\$164,006
Streets - Repair	TBD		\$0	\$10,301	7	\$1,472	\$1,472	\$0	\$1,472
Streets - Reseal	4 yrs.		\$28,571	\$38,850	1	\$10,279	\$10,279	\$38,850	\$0
Other			\$0	\$0		\$2,131	\$2,131	\$2,131	\$0
Total Reserves			\$185,292	\$511,123		\$54,548	\$47,524	\$54,578	\$178,238

(U) = Underfunded

See Notes on Page 4

REPLACEMENT RESERVE PLAN

2007 - 2012

2009

Capital Account	Expected Life	Rebuild	12/31/2008 Balance	Full Funded Balance	Years to Fund	Funding Required	2009 Funding	2009 Expense	12/31/2009 Balance
Concrete - Repair	TBD		\$2,667	\$8,240	2	\$2,787	\$4,120	\$0	\$6,787
Culvert Rails - Repaint	4 yrs.		\$0	\$597	4	\$149	\$149	\$0	\$149
Drainage Lines - Repair	TBD	5 yrs.	\$0	\$4,138	5	\$828	\$828	\$0	\$828
Monuments - Refurbish	TBD		\$889	\$7,321	7	\$919	\$1,046	\$0	\$1,935
Stucco Walls - Repaint	10 yrs.	5 yrs.	\$498	\$2,053	3	\$518	\$684	\$0	\$1,182
Streets - Crack Repair	2 yrs.		\$3,750	\$7,725	1	\$3,975	\$3,975	\$7,725	\$0
Streets - Crack Seal	2 yrs.		\$0	\$9,270	2	\$4,635	\$4,635	\$0	\$4,635
Streets - Curb Seal	TBD	10 yrs.	\$4,956	\$10,210	1	\$5,254	\$5,254	\$10,210	\$0
Streets - Overlay	24 yrs.	10 yrs.	\$164,006	\$426,277	13	\$20,175	(U) \$18,536	\$0	\$182,542
Streets - Repair	TBD		\$1,472	\$10,610	6	\$1,523	\$1,768	\$0	\$3,240
Streets - Reseal	4 yrs.		\$0	\$40,015	4	\$10,004	\$10,004	\$0	\$10,004
Other			\$0	\$0		\$2,050	\$2,050	\$2,050	\$0
Total Reserves			\$178,238	\$526,457		\$52,817	\$53,049	\$19,985	\$211,302

2010

Capital Account	Expected Life	Rebuild	12/31/2009 Balance	Full Funded Balance	Years to Fund	Funding Required	2010 Funding	2010 Expense	12/31/2010 Balance
Concrete - Repair	TBD		\$6,787	\$8,487	1	\$1,700	\$4,367	\$8,487	\$2,667
Culvert Rails - Repaint	4 yrs.		\$149	\$615	3	\$162	\$162	\$0	\$311
Drainage Lines - Repair	TBD	5 yrs.	\$828	\$4,262	4	\$859	\$975	\$0	\$1,803
Monuments - Refurbish	TBD		\$1,935	\$7,541	6	\$934	\$934	\$0	\$2,869
Stucco Walls - Repaint	10 yrs.	5 yrs.	\$1,182	\$2,114	2	\$466	\$715	\$0	\$1,897
Streets - Crack Repair	2 yrs.		\$0	\$7,957	1	\$7,957	\$7,957	\$0	\$7,957
Streets - Crack Seal	2 yrs.		\$4,635	\$9,548	1	\$4,913	\$4,913	\$9,548	\$0
Streets - Curb Seal	TBD	10 yrs.	\$0	\$10,516	2	\$5,258	\$5,258	\$0	\$5,258
Streets - Overlay	24 yrs.	10 yrs.	\$182,542	\$439,065	12	\$21,377	(U) \$15,968	\$0	\$198,510
Streets - Repair	TBD		\$3,240	\$10,928	5	\$1,538	\$1,832	\$0	\$5,072
Streets - Reseal	4 yrs.		\$10,004	\$41,215	3	\$10,404	\$10,404	\$0	\$20,408
Other			\$0	\$0		\$2,430	\$2,430	\$2,430	\$0
Total Reserves			\$211,302	\$542,250		\$57,998	\$55,915	\$20,465	\$246,752

(U) = Underfunded

See Notes on Page 4

REPLACEMENT RESERVE PLAN

2007 - 2012

2011

Capital Account	Expected Life	Rebuild	12/31/2010 Balance	Full Funded Balance	Years to Fund	Funding Required	2011 Funding	2012 Expense	12/31/2011 Balance
Concrete - Repair	TBD		\$2,667	\$8,742	5	\$1,215	\$1,748	\$0	\$4,415
Culvert Rails - Repaint	4 yrs.		\$311	\$634	2	\$161	\$161	\$0	\$472
Drainage Lines - Repair	TBD	5 yrs.	\$1,803	\$4,389	3	\$862	\$862	\$0	\$2,665
Monuments - Refurbish	TBD		\$2,869	\$7,767	5	\$980	\$1,128	\$0	\$3,997
Stucco Walls - Repaint	10 yrs.	5 yrs.	\$1,897	\$2,178	1	\$281	\$779	\$2,114	\$562
Streets - Crack Repair	2 yrs.		\$7,957	\$8,196	1	\$239	\$238	\$8,195	\$0
Streets - Crack Seal	2 yrs.		\$0	\$9,835	2	\$4,917	\$4,917	\$0	\$4,917
Streets - Curb Seal	TBD	10 yrs.	\$5,258	\$10,832	1	\$5,574	\$5,574	\$10,832	\$0
Streets - Overlay	24 yrs.	10 yrs.	\$198,510	\$452,237	11	\$23,066	(O) \$27,751	\$0	\$226,261
Streets - Repair	TBD		\$5,072	\$11,256	4	\$1,546	\$1,914	\$0	\$6,986
Streets - Reseal	4 yrs.		\$20,408	\$42,452	2	\$11,022	\$11,022	\$0	\$31,430
Other			\$0	\$0		\$2,838	\$2,838	\$2,838	\$0
Total Reserves			\$246,752	\$558,518		\$52,701	\$58,932	\$23,979	\$281,705

2012

Capital Account	Expected Life	Rebuild	12/31/2011 Balance	Full Funded Balance	Years to Fund	Funding Required	2012 Funding	2012 Expense	12/31/2012 Balance
Concrete - Repair	TBD		\$4,415	\$9,004	4	\$1,147	\$1,814	\$0	\$6,229
Culvert Rails - Repaint	4 yrs.		\$472	\$653	1	\$181	\$181	\$653	\$0
Drainage Lines - Repair	TBD	5 yrs.	\$2,665	\$4,521	2	\$928	\$928	\$0	\$3,593
Monuments - Refurbish	TBD		\$3,997	\$8,000	4	\$1,001	\$1,186	\$0	\$5,183
Stucco Walls - Repaint	10 yrs.	5 yrs.	\$562	\$2,243	3	\$560	\$726	\$0	\$1,288
Streets - Crack Repair	2 yrs.		\$0	\$8,442	1	\$8,442	\$8,441	\$0	\$8,441
Streets - Crack Seal	2 yrs.		\$4,917	\$10,130	1	\$5,213	\$5,213	\$10,130	\$0
Streets - Curb Seal	TBD	10 yrs.	\$0	\$11,157	9	\$1,240	\$1,240	\$0	\$1,240
Streets - Overlay	24 yrs.	10 yrs.	\$226,261	\$465,804	10	\$23,954	(O) \$23,516	\$0	\$249,777
Streets - Repair	TBD		\$6,986	\$11,594	3	\$1,536	\$2,027	\$0	\$9,013
Streets - Reseal	4 yrs.		\$31,430	\$43,725	1	\$12,295	\$12,296	\$43,726	\$0
Other			\$0	\$0		\$4,399	\$4,399	\$4,399	\$0
Total Reserves			\$281,705	\$575,273		\$60,896	\$61,967	\$58,908	\$284,764

(O) = Overfunded

See Notes on Page 4

REPLACEMENT RESERVE PLAN

2007 - 2012

NOTES

1. The Capital Accounts are those suggested in the Reserve Study. New to this Plan are Culvert Rails, Monuments, Stucco Walls, Crack Repair, Curb Seal and Street Repair.
2. Expected Life provided by the Reserve Study or our Consultants.
3. The Replacement Reserve Balances were reallocated from prior plans to the Overlay or Reseal programs.
4. Full Funded Balance identifies the cost to fund the next scheduled expenditure at 2007 costs plus the inflator.
5. Years to Fund indicates the number of years to the next scheduled expenditure per the Maintenance Plan.
6. Funding Required = Full Funded Balance - Prior Balance divided by Years to Fund.
7. Current Year Funding allocates the money available for funding to each Capital Account. Accounts marked with (U) are underfunded. and (O) are overfunded. The first overfunding occurs in 2011. Underfunding totals \$10,862 in 2007 and \$7,024 in 2008.
8. Current Year Expense is taken from the Maintenance Plan. Taxes are included in Other as is the cost for Reserve Studies.
9. Expenditures exceeds Funding by \$7,054 in 2008. In all other years shown Funding exceeds Expenditures.
10. Year End Balance = Opening Balance in Reserve Account + Current Year Funding - Current Year Expense.

ATTACHMENT E
AUDIT COMMITTEE MANDATE FOR 2008 AUDIT

Mission: To provide an independent review of the SIVHOA Statement of Financial Condition as of December 31, 2007 and related Summary of 2007 Operation Revenue and Expenditures and Summary of the 2007 Reserve Fund Account together with supporting documentation. Prepare appropriate opinions and recommendations to the Board for their meeting of February, 2008 and subsequently to the Homeowners at the Annual Meeting.

Summary: Marianne Bishop, as Treasurer, to provide the Audit Committee at a suitable time in January 2008 but not later than January 7 the following information:

- ✚ SIVHOA Statement of Financial Condition as of December 31, 2007
- ✚ SIVHOA Summary of 2007 Operating Revenue and Expenditures
- ✚ SIVHOA Summary of 2007 Reserve Fund Account
- ✚ Year end statement of account at Compass Bank
- ✚ Year end statement of account at AG Edwards
- ✚ Records of all 2007 account activity
- ✚ Such other information as the Audit Committee might request

ATTACHMENT F ARCHITECTURAL COMMITTEE

Mission Statement:

The Committee is to provide an independent review and, when appropriate, approval of any request from a homeowner for "the construction, alteration, repair, modification or addition of any Improvement" in accordance with the guidelines set out in the CC&Rs and Rules of the Association.

Board Guidance:

- ✚ Above all the Board seeks consistently fair and equitable treatment of every request.
- ✚ The Board urges the Committee to provide as timely response to each request as is consistent with due diligence.
- ✚ The Board directs all homeowners to address their requests through the Secretary of the Association, who in turn will forward these requests to the appropriate representative of the Committee. Initially it is understood that requests received between October 1 and May 1 will be directed to Gerry Larsen and requests received between May 1 and September 30 will be directed to Don Peterson unless the Secretary is notified that some other arrangement has been made. This does not preclude the Committee from acting collectively on some requests and not on others. Nor does this prevent the Committee from asking for additional information from the Homeowner, through the Secretary, to augment or explain their initial request. The Homeowner is not obligated to elaborate on their request or open their home to the Committee, but if they do, the Committee is obligated to consider the additional information as a part of the initial request.
- ✚ The Committee may elect to approve a request that in their judgment meets the guidelines of the Association or they may return the request without their approval.
 - If approved, the request should dated, signed and stamped and returned to the Secretary for entry into the Associations archives prior to return to the Homeowner.
 - If the request is outside the guidelines, this should be cited on the request that is returned without approval to the Secretary. The Secretary can then provide the Homeowner with guidance as to how the request might be amended in order to obtain approval.
 - The Committee is not obligated to cite their reasons for returning a request without approval nor is the Secretary obligated to share the reasons no action was taken on a request to the Homeowner. The Secretary must explain to the Homeowner they have the right of appeal to the Board and outline how that process might apply to them.

- ✚ The homeowner can amend their initial request and, through the Secretary, return it to the Committee at any time. If the amendment predates any action taken by the Committee, it shall be considered a restatement of the initial request. If the amendment follows after an action taken by the Committee it shall be considered a new request.
- ✚ The Committee can and is encouraged to formulate guidelines it will follow in the approval of requests. To the extent any of these guidelines interpret either the CC&Rs or the Rules of the Association they should first be reviewed by the Board prior to their implementation. The purpose here is twofold. First the Board needs to be aware of such guidance should there be an appeal by a Homeowner. Second, the Board should determine if the guidelines represent new policy that may require more formal approval by the Homeowners (changes to the CC&Rs) or the Board (changes to the Rules).
- ✚ The Committee is also encouraged to report to the Board through its Chairman and Board Representative on the number and nature of requests it has processed or has pending as well as the disposition of those requests. The Secretary will assist the Committee with the preparation of such a report. Similarly, we encourage the Board through its Representative to share with the Committee any discussion that might inform its actions.

ATTACHMENT G MAINTENANCE COMMITTEE REPORT

- Gold Canyon continued routine landscaping maintenance of the common areas. Larry Ridley and Bob Hill are continuing to closely monitor Gold Canyon's performance (crew size, workday, etc). They have requested one bid from another landscaping company and are soliciting other companies to possibly bid for our landscaping work. Gold Canyon should have the interior common areas in satisfactory condition in early November. If that occurs, they will then focus on trimming the grass and other growth on the exterior perimeter common areas as well as handling several requests for trimming of trees on the exterior common areas.
- Larry Engel and Jim Chervenka reviewed all of the requests for tree trimming that had been received as of the end of October. Larry Engel sent an e-mail to each homeowner indicating what action would be taken in regards to their request. One additional request was received and has been reviewed by Jim Chervenka and an e-mail response was sent to the homeowner.
- Sam Eidson worked with La Sierra Ranch to schedule the annual fall tree trimming for Wednesday through Friday, Nov 14 - 16. Members of the Maintenance Committee will monitor La Sierra Ranch's work during this time to ensure appropriate trimming of the interior common area trees. The initial focus will be on those trees in the common areas along Gloria View Court, View Ridge Drive, Harvest Moon Drive, Prairie Hills Drive, and Gloria Vista Drive.
- To date Desert-Tex's progress in completing the stucco repair and painting on the parking area wall at the north end of Harvest Moon Drive has been unsatisfactory. They removed the damaged stucco but to date they have had problems scheduling someone to complete the actual stucco repairs. If satisfactory progress is not made during the week of November 5, consideration may have to be given to cancel the work with Desert -Tex and awarding the work to a different contractor.
- Larry Engel requested our consultants (Roy Erichsen / Roger Westrate) develop a bid request for the 2008 crack-sealing program. Roy and Roger will participate in the Maintenance Committee's November 19 meeting. It is anticipated that bid requests will be sent out shortly after the November 19 meeting with the goal being to have a recommendation for the Board at the January 2008 meeting. This should allow the work to be completed either in late January or in February 2008.
- Bob Hill obtained an updated bid from FMR for repair of significant erosion damage to the drainage channel at the north end and east side of Gloria View Court. Bob is still working to obtain additional bids for this work.
- Jim Chervenka provided the homeowner at 1773 W. Sonoran View Dr a copy of the key points of the resolution supported by the Board concerning the unique circumstances of this work. The trailer had been removed from the neighborhood and according to Jim Chervenka's recent conversation with the homeowner the work should be completed prior to mid-November at which time the portable toiler facility would be removed.
- The next Maintenance Committee meeting is currently scheduled for November 19, 2007 at 9 am at the Mesquite Room at Canoa Hills Recreation Center.