

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting – September 12, 2013
APPROVED BY BOARD: OCTOBER 8, 2013

The meeting was held at 4731 S Harvest Moon Drive. There was a quorum of the board: Marianne Bishop, Paul Gilmore and Ann Striker. Also present: Jerry Bodmer, Long Range Plan Facilitator for the Maintenance Committee and Jim Callahan, Chair of the Architectural Committee. With the absence of Joyce Bulau, Ann Striker chaired and called order at 2:05 PM.

1. OFFICERS' REPORTS

A. President - No Report

A MOTION was MADE by Ann Striker to nominate Jim Callahan to fill the open board position created by the resignation of Bob Ferrier. The MOTION was seconded by Marianne Bishop and unanimously approved.

B. Treasurer

The Financial statement ending August 31 2013 was reviewed. (Attachment A)

There was discussion regarding current low interest rates. Two CD's have a 10 day grace period before automatically renewing. The Board does not want to commit to a short term CD earning ½% or less. We can earn as much or more by leaving the money liquid allowing further review.

A MOTION was MADE by Ann Striker to 1) close the CD at Commerce Bank and transfer proceeds into the Reserve Checking Account and 2) close the CD at Washington Federal and open a Business Money Market at that bank.

The Board was provided a rough draft of the 2014 budget and items that need more input from committees were highlighted.

C. Secretary

A MOTION was MADE by Paul Gilmore SECONDED and UNANIMOUSLY PASSED ratifying the approval of the May 9, 2013 board minutes as distributed via email.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED changing the monthly board meetings from the second Thursday to the second Tuesday and moving the time from 2 PM to 9 AM.

The dates for the balance of meetings for this board calendar are: October 8, November 12 and December 10, 2013 and January 14 and February 11, 2014.

Timing and articles for the next newsletter were brainstormed. It is evident there is a need to educate homeowners of the need for more involvement in the operation of the association. If this does not change we will have to turn to full-time management which would raise the dues significantly (possibly \$100 a year).

The secretary had a discussion with our representative at Saguaro regarding switching from our present recycle bins to containers that are covered because of the windy conditions we encounter distributing trash throughout the subdivision. We are also exploring negotiating a new contract and dropping one day of trash pickup which would lower fees and be beneficial for our roads by cutting truck traffic by one-third. Trash and recycle would be on the same day, once each week. This change would begin in January when most of our homeowners are in residence.

2. COMMITTEE REPORTS

A. Architectural

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

Suggestions were offered on how to address items that were uncovered during the review of the subdivision conducted by the AC during June. (**Attachment C**)

The board was given a draft of a revised Color Matrix as well as the Application for Painting/Repainting. Two additional stucco colors have been added to the matrix. The application has been streamlined as well as modifying guidelines on the reverse side of the application.

These changes will need to be voted upon prior to revising the Owners Handbook. Further discussion will be held during the October board meeting.

B. Maintenance

1) Area between Lots 100 and 101

The Board never approved use of the common area between these lots as a walking trail. If we were to encourage the use of this temporary trail it would appear that we endorse its' use and this could subject the association to potential liability. It was noted that there is additional erosion at the east end of the property.

A MOTION was MADE by Ann Striker SECONDED and UNANIMOUSLY PASSED that Felix Landscaping be instructed to remove this trail so as not to encourage use.
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2) Common Area Long-Range Sub-Committee (**Attachment D**) (use the following link to view the Report)

<https://sites.google.com/site/commonarealongrangeplan/12-final-report-recommendations>

Jerry Bodmer presented a Final Report and Recommendations dated August 31, 2013. The report was posted to their website. An email was sent to homeowners providing a link to the report. They were encouraged to review the report and submit any comments to the board or to him.

The board reviewed a draft agenda for a working session of the board and the committee which is being held to clarify statements in the report and answer questions the board may have prior to the board meeting in October when a decision is to be made to either accept as is, accept with modification or reject the report.

The board acknowledges the effort and time that went into the generation of such a detailed report. The board thanks Jerry Bodmer for facilitating and all of the members for their part in assembling this valuable working document.

3. ADJOURNMENT

There was no further business to be conducted and the meeting was adjourned at 4:05 PM. The next board meeting will be held at 9 AM Tuesday, October 10, 2013 at 4731 S Harvest Moon Drive.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ATTACHMENT A

9/1/2013
Cash Basis

San Ignacio Vistas Inc.
Assets Liabilities and Fund Balances
As of August 31, 2013

ASSETS

Current Assets	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
Checking/Savings			
120 · COMMERCE CHECKING	<u>36,714</u>		
 Reserve Account			
* 1500 · COMMERCE - 9/15/13 APY 2%		52,800	
1502 · COMMERCE RESERVE CK.		54,245	
1503 · WASH FEDERAL 1/12/15 APY 1.55%		102,281	
* 1504 · WASH FEDERAL 9/11/13 APY .50%		50,442	
1505 - VANGUARD INVESTMENT		<u>101,567</u>	
Total Reserve Account		<u>361,335</u>	
 Total Current Assets			<u>398,049</u>

LIABILITIES & EQUITY

Equity			
300 · Operating Fund Opening Balance			9,292
3000 · Reserve Fund Opening Balance			331,032
Net Income			<u>57,725</u>
Total Equity			<u>398,049</u>

TOTAL LIABILITIES & EQUITY

398,049

	<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	108,300	108,300				
410 - Transfer and Document Fees	1,850	2,400				
420 - Operating Fund Interest	105	204				
	<u>110,255</u>	<u>110,904</u>				
4200 - Reserve Fund Interest			3,644	2,650		
			<u>3,644</u>	<u>2,650</u>		
Total Revenue					113,899	113,554
EXPENSE						
Maintenance						
500 - Yearly Contract	17,715	26,580				
502 - Tree Trimming	0	4,000				
503 - Utilities	270	400				
505 - Other Maintenance	637	3,000				
506 - Erosion Mitigation	45	1,000				
Total Maintenance Expenditures	<u>18,667</u>	<u>34,980</u>				
4201 - Reserves - Misc Expense			75	-		
5000 - Street Repairs			23,162	25,000		
5006 - Erosion Mitigation			2,101	20,000		
Total Reserve Expense			<u>25,338</u>	<u>45,000</u>		
Administrative						
510 - Contract Service	6,800	10,200				
511 - Board	290	470				
512 - Legal	325	1,750				
513 - Communications						
513.1 - Computer and Internet	731	2,500				
513.2 - Telephone	564	1,020				
513.3 - Office Supplies	0	70				
513.4 - Printing/Reproduction	1,078	1,550				
513.5 - Postage/Delivery	150	300				
513.6 - Record Storage	420	420				
Total 513 - Communications	<u>2,943</u>	<u>5,860</u>				
Total Administrative	<u>10,358</u>	<u>18,280</u>				
Operating						
520 - Audit and Accounting						
521 - Insurance	0	3,200				
522.2 - GV Council	1,710	1,710				
523 - Taxes and Contingency						
523.1 - Taxes - Property		30				
523.3 - Arizona Corporation Fee	10	10				
523.4 - Contingency	90	260				
Total 523 - Taxes and Contingency	<u>99</u>	<u>300</u>				
Total Operating	<u>1,809</u>	<u>5,210</u>				
Total Expenditures	<u>30,834</u>	<u>58,470</u>	<u>(21,694)</u>	<u>(42,350)</u>	<u>9,140</u>	<u>16,120</u>
ALLOCATION						
600 - Reserve Allocation	(52,000)	(52,000)				
6000 - Operating Fund Allocation			52,000	52,000		
Excess Revenue <Expenditures>	<u>27,421</u>	<u>434</u>	<u>30,306</u>	<u>9,650</u>	<u>57,727</u>	<u>10,084</u>
Beginning Fund Balances	<u>9,295</u>		<u>331,029</u>		<u>340,324</u>	
Ending Fund Balances	<u>36,716</u>		<u>361,335</u>		<u>398,051</u>	

ATTACHMENT B

Summary of Architectural Committee Actions

June/July/August 2013

Survey of entire community was conducted June 28 and 29. Survey centered on paint discrepancies, inappropriate installation of cables/wiring, antennas, down spouts, etc. Also noted were landscape issues such as excess weeds. The discrepancies were reviewed July 8. Each discrepancy is noted on the attached listings. Jim Callahan (Committee Chair), Barry Bishop (Committee Member) and Linda Neely (Color Consultant) participated in the survey and the review. Results of the survey will be presented to the Board at the September 2013 meeting.

There was one request for repainting submitted for Lot 130. It was approved.

There was a request for painting guidance for Lot 50 concerning a possible application for the installation of gutters and downspouts. This project is on hold at this time per the homeowner.

There was a request for a change in a previously approved landscape plan for Lot 27. The change deals with the type of tree to be installed in the front area. A smaller growing tree will replace the one which was previously approved.

ATTACHMENT C
AC PROPERTY REVIEW
JUNE 2013

LOT	ADDRESS	INFRACTION	DATE	COMMENTS
096	4807 S View Ridge	REPAINT - GARAGE DOOR COLOR		
185	4975 S Prairie Hills	BUILDING MATERIALS		
213	4817 S Meadow Ridge	COLOR SIDE GARAGE DOOR		
184	4963 S Prairie Hills	DOWNSPOUTS		
110	4935 S View Ridge	driveway wall does NOT match house		
212	4805 S Meadow Ridge	ENTRYWAY COLOR		
148	4899 S Harvest Moon	FIREWALL WRONG COLOR		
158	4779 S Harvest Moon	GARAGE AND SECURITY DOOR		
152	4851 S Harvest Moon	GARAGE DOOR		
187	4941 S Gloria Vista	GARAGE DOOR		
153	4839 S Harvest Moon	GARAGE DOOR - UTILITY BOXES		
129	4991 S Gloria View	GARAGE DOOR / GATES / TRIM COLOR		
002	1701 W Sonoran View	GARAGE DOOR COLOR	6/2005	SEDONA PEACH/ARDEN GREEN
008	1773 W Sonoran View	GARAGE DOOR COLOR WAS REPAINTED... COLOR STILL OFF		2001 - driveway color approved (burnt sierra /adobe south)
020	4792 S Desert Sunset	GARAGE DOOR COLOR		
023	4825 S Desert Sunset	GARAGE DOOR COLOR		
053	4725 S King Arthur	GARAGE DOOR COLOR		
190	4905 S Gloria Vista	GARAGE DOOR PAINT & UTILITY BOXES		
177	4879 S Prairie Hills	GARAGE DOOR/ SECURITY DOOR/FRONT GATE		
012	4936 S Meadow Ridge	GATE COLOR		
048	4702 S King Arthur	GATE COLOR		
091	4767 S View Ridge	GATE COLOR		
103	4879 S View Ridge	GATE COLOR		
106	4903 S View Ridge	GATE COLOR		
107	4911 S View Ridge	GATE COLOR		
108	4919 S View Ridge	GATE COLOR		
116	4887 S Gloria View	GATE COLOR		
126	4967 S Gloria View	GATE COLOR		
133	5023 S Gloria View	GATE COLOR		
136	5047 S Gloria View	GATE COLOR	!!!	HOME ON THE MARKET
137	1641 W Sonoran View	GATE COLOR		
138	1649 W Sonoran View	GATE COLOR		
144	4947 S Harvest Moon	GATE COLOR - ENTRYWAY		
150	4875 S Harvest Moon	GATES - RAILINGS		
125	4959 S Gloria View	GUTTERS - UTILITY BOXES - GATES		
029	4794 S Vista Ridge	HOUSE COLOR NOT APPROVED COLOR		
194	4857 S Gloria Vista	METER		
100	4839 S View Ridge	NEW GARAGE DOOR BEING PAINTED		

AC PROPERTY REVIEW
JUNE 2013

LOT	ADDRESS	INFRACTION	DATE	COMMENTS
228	4999 S View Ridge	RAMADA COLOR DOESN'T MATCH HOUSE		
031	4783 S Vista Ridge	REPAINT		
032	4799 S Vista Ridge	REPAINT		
036	1747 W Vista Ridge	REPAINT		
038	1735 W Vista Ridge	REPAINT		
039	1812 W Vista Ridge	REPAINT		
054	4731 S King Arthur	REPAINT		
064	1596 W Vista Ridge	REPAINT		
071	4662 S Desert Grove	REPAINT		
081	1429 W Hidden Crest	REPAINT		
123	4943 S Gloria View	REPAINT		
124	4951 S Gloria View	REPAINT		
180	4915 S Prairie Hills	REPAINT		
204	4737 S Gloria Vista	REPAINT		
093	4783 S View Ridge	REPAINT - GATE COLOR		
195	4845 S Gloria Vista	REPAINT - DOWNSPOUTS & UTILITY METERS		
132	5015 S Gloria View	REPAINT - GATE COLOR		
104	4887 S View Ridge	REPAINT HOUSE / GATE		
006	1749 W Sonoran View	SECURITY DOOR COLOR	5/2001	previous owner had approval (no color mentioned in approval)
055	1704 W Vista Ridge	SHUTTERS		
057	1680 W Vista Ridge	SHUTTERS		
066	1572 W Vista Ridge	SHUTTERS		
069	1516 W Hidden Crest	SHUTTERS		
076	1446 W Hidden Crest	SHUTTERS		
092	4775 S View Ridge	STUCCO - GATE COLORS		
085	1493 W Hidden Crest	TRIM - YARD MAINT		
011	4948 S Meadow Ridge	TRIM FADED		
019	4804 S Desert Sunset	TRIM FADED		
056	1692 W Vista Ridge	TRIM FADED		
062	1620 W Vista Ridge	TRIM FADED		
063	1608 W Vista Ridge	TRIM FADED		
087	1517 W Hidden Crest	TRIM FADED		
086	1505 W Hidden Crest	TRIM FADED -- Security bars new?		
161	4743 S Harvest Moon	TRIM FADED - GATE (LANDSCAPE)		IN POOR HEALTH--FOR SALE???
167	4759 S Prairie Hills	UTILITY BOX		
174	4843 S Prairie Hills	UTILITY BOX		
178	4891 S Prairie Hills	UTILITY BOX		
182	4939 S Prairie Hills	UTILITY BOX		
183	4951 S Prairie Hills	UTILITY BOX		

AC PROPERTY REVIEW
JUNE 2013

LOT	ADDRESS	INFRACTION	DATE	COMMENTS
188	4929 S Gloria Vista	UTILITY BOX		
172	4819 S Prairie Hills	UTILITY BOX - METER		
173	4831 S Prairie Hills	UTILITY BOX - METER		
189	4917 S Gloria Vista	UTILITY BOX - METER		
013	4900 S Desert Sunset	UTILITY BOXES		
165	4735 S Prairie Hills	UTILITY BOXES		
197	4821 S Gloria Vista	UTILITY BOXES		
201	4773 S Gloria Vista	UTILITY BOXES		
202	4761 S Gloria Vista	UTILITY BOXES		
221	4913 S Meadow Ridge	UTILITY BOXES		
222	4925 S Meadow Ridge	UTILITY BOXES		
223	4937 S Meadow Ridge	UTILITY BOXES		
145	4935 S Harvest Moon	UTILITY boxes		
154	4827 S Harvest Moon	UTILITY boxes		
171	4807 S Prairie Hills	UTILITY BOXES - CONDUIT		
218	4877 S Meadow Ridge	UTILITY BOXES - FRONT GATE		
192	4881 S Gloria Vista	UTILITY BOXES - GATE		
200	4785 S Gloria Vista	UTILITY BOXES - GATE		
159	4767 S Harvest Moon	UTILITY BOXES - SIDE DOOR		
163	4719 S Harvest Moon	UTILITY BOXES - WOODEN GATE		
082	1445 W Hidden Crest	UTILITY boxes gutters, -- wire strung over roof.		
151	4863 S Harvest Moon	VEGETATION		
147	4911 S Harvest Moon	WIRES		
149	4887 S Harvest Moon	WIRES		
216	4853 S Meadow Ridge	WIRES AND UTILITY BOXES		