

San Ignacio Vistas, Inc.  
Homeowners Association  
Minutes Board Meeting  
December 8, 2008

Approved by the Board January 5, 2009

Board: Marianne Bishop, Bob Christensen, Rick Irvin, Jerry Larsen and Delores Leavitt  
Homeowners: Carol Goodman, Lillie Hill, Paul Hogarty and Jim Steffen

The meeting was called to order at 9 AM with a quorum of the board present. The meeting proceeded using the agenda as distributed.

### 1. CONSIDER MEETING MINUTES

A MOTION was MADE by Bob Christensen, which was SECONDED and unanimously PASSED approving the minutes of the November 3, 2008 board meeting as distributed.

### 2. FINANCIAL REPORT

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED approving the Statement of Revenue, Expenses and Fund Balances month ending November 30, 2008 subject to Audit (Attachment A).

### 3. OFFICER'S REPORTS

#### A. SECRETARY

- 1) Due to a merger with Allied Waste Industries and change in accounting systems, Saguaro Environmental will not be instituting the increase to our rates until 3/1/09.
- 2) Bylaws revision as well as the owner's rules and resolutions are ready to be taken to the printers.
- 3) A draft of the revised Neighborhood directory was given to each board member for review prior to printing.
- 4) A homeowner contacted me regarding a water leak in their home and he has written an open letter that details his experience. This letter will be published in a newsletter to be included with the distribution of the rules and directory.
- 5) Letter received from owner of Lot 068 about equipment installed by Cox Communications on his property. The board will contact Cox about having this equipment moved to the Common Area.

RESOLVED that the record date for purposes of entitling homeowners to notice of meeting and eligibility to vote at the Annual Meeting will be set at 5 p.m. on Thursday, January 15, 2009. SECONDED and PASSED

#### B. PRESIDENT

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED appointing Marianne Bishop and Bob Christensen to select a Bank or Brokerage Firm to relocate our Reserve Account.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED approving the allocation of \$40,356 to the Replacement Reserve Account from the 2009 Dues Assessment, with at least \$40,000 to be invested in a CD with a maturity not to exceed January 31, 2012.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED approving the purchase of up to three CDs with staggered maturity dates occurring during 2009 with proceeds of the 2009 Dues Assessment.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED approving the following expenditures:

- 1) Up to \$2,000 for perimeter tree trimming and removal, including \$1,000 in December (Estimated Actual Common Area Maintenance expenses of \$30,655 will fall short of 2008 Budget of \$33,600, by nearly \$3,000).
- 2) Up to \$388 for other maintenance expenses (Estimated Actual expenses of \$3,773 will exceed 2008 Budget of \$1,000, by \$2,773).
- 3) Up to \$600 of legal expenses in connection with lot 151 complaint (Estimated Actual expenses of \$1,036 will exceed 2008 Budget of \$900).
- 4) Up to \$800 to publish directory and updated rules and bylaws (Estimated Actual expenses of \$5,893 will exceed 2008 Budget of \$4,800).

After all anticipated expenses in December our Estimated Actual operating expenses are \$58,207 versus Budgeted expenses of \$58,427. Revenues are also off about \$200. Net decrease in fund balances is about \$177 or \$10 more than Budgeted.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED appointing Edward Eick to the Architectural Committee which now consists of Ed Eick, Jerry Larsen (Board Liaison), Jerry LeTendre, Don Peterson and Susan Trecartin

#### 4. COMMITTEE REPORTS

**A. ARCHITECTURAL COMMITTEE** - no report

**B. MAINTENANCE COMMITTEE**

- 1) The November minutes were distributed and are included as **Attachment B**.
- 2) The battery was replaced at the Calle Tres entrance and the system is now operational.
- 3) Gold Canyon's Tucson office was closed and the committee is in the process of gathering bids for re-letting the 2009 contract for the Common Area.
- 4) A meeting will be scheduled with our road consultants (Roger and Roy) regarding curb seal and crack repair with a request that they obtain a bid from Sunland for any work deemed necessary.

5. **OPEN FORUM**

6. **CONTINUING BUSINESS** - none

7. **NEW BUSINESS** - none

8. **ADJOURNMENT**

The meeting was adjourned at 9:40 AM. The next board meeting is currently scheduled for January 5 2009 at 4735 Prairie Hills Drive, commencing at 9 AM.

Respectfully submitted,  
/s/ Marianne Bishop, Secretary

ATTACHMENT A  
SAN IGNACIO VISTAS, INC.

*Statement of Revenue, Expenses and Fund Balances (Modified Cash Basis)*  
*Month Ended November 30, 2008*

	Operating Fund		Reserve Fund	Total All Funds
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
<b>Revenue</b>				
Assessments	\$95,760	\$95,760	\$0	\$95,760
Transfer and Document Fees	1,200	1,200	0	1,200
Interest	<u>1,194</u>	<u>1,070</u>	<u>6,655</u>	<u>7,725</u>
<b>Total Revenue</b>	<b><u>\$98,154</u></b>	<b><u>\$98,030</u></b>	<b><u>\$6,655</u></b>	<b><u>\$104,685</u></b>
<b>Expenses</b>				
Maintenance Expenses	\$32,033	\$37,668	\$58,911	\$96,579
Administrative Expenses	11,030	10,957	0	10,957
Other Expenses	<u>5,847</u>	<u>5,865</u>	<u>2,080</u>	<u>7,945</u>
<b>Total Expenses</b>	<b><u>\$48,910</u></b>	<b><u>\$54,490</u></b>	<b><u>\$60,991</u></b>	<b><u>\$115,481</u></b>
Excess Revenue (Expenses)	\$49,244	\$43,540	(54,336)	(10,796)
Reserve Allocation To (From)	<u>(40,000)</u>	<u>(40,000)</u>	<u>40,000</u>	<u>0</u>
<b>Net Increase (Decrease) After Allocation</b>	<b><u>9,244</u></b>	<b><u>3,540</u></b>	<b><u>(14,336)</u></b>	<b><u>(10,796)</u></b>
<b>Fund Balances</b>				
Beginning of Year Fund Balance		<u>\$3,023</u>	<u>\$185,382</u>	<u>\$188,405</u>
<b>End of Month Fund Balance</b>		<b><u>\$6,563</u></b>	<b><u>\$171,046</u></b>	<b><u>\$177,609</u></b>

**Supplementary Information**

Note 1: The dues assessment for 2008 was \$420 per member. All assessments were paid by January 15.

Note 2: Maintenance expenditures include \$38,874 for resealing the streets, \$15,879 for crack and curb sealing, and \$4,158 for culvert repairs, all paid out of the reserve fund. Operating expenditures include \$33,655 for common area maintenance and \$3,385 for safety improvements. Overall \$96,580 has been spent on Maintenance so far in 2008.



## ATTACHMENT B

### Maintenance Committee Minutes November 11, 2008

Present: Rob Alstaetter, Lillie Hill, Rick Irvin, Jean Ross, Jim Steffen

The meeting was called to order by Rick Irvin. It was announced that Larry Engel has resigned from the committee. He will share his knowledge and files on our road work projects. Jim Steffen and Bob Hill will assume responsibility for the roads and will contact Larry to get a briefing on the status of various upcoming projects.

#### TREE TRIMMING

The 2008 work plan consisted of trimming 56 trees in the interior and removing 17. In addition we trimmed the trees at both entrances, which are part of the exterior inventory. Finally, we removed 4 trees in the wash behind Lots 87 and 88 and near Lot 89, and 2 trees behind Lot 4 which are also part of the exterior inventory.

La Sierra worked for a total of 20 hours at a total cost of \$4,000. The tree budget for 2009 is \$3,500.

The volunteer trees and other work on the exterior not addressed by LaSierra will be done by Gold Canyon (if within their capabilities) during January and February.

#### INVASIVE GRASSES

Rob Alstaetter will head this project and Jean Ross agreed to work with him. Rob stated he is in the process of contacting a number of vendors to get bids.

Wildcat Exterminating Co. has proposed the following treatments, and has suggested starting some of these treatments in 2008:

#### TEST AREA 1 - ELIMINATE

This would be done on 22,000 sq. ft. of Gloria View Court at the north end.

#### TEST AREA 2 - STUNT

This would be done on Native Grass for purposes of stunting thereby slowing the growth to require less frequent trimming by Gold Canyon and would cover 22,000 sq. ft. on Prairie Hills Drive.

#### TEST AREA 3 - PRE-EMERGENT

This would be done off Lot 38 between Harvest Moon and View Ridge (an area of 10,000 sq. ft.)

We are in the process of getting more bids from other companies. Personnel from the University of Arizona have offered their help in formulating bids.

The 2009 Budget for this project is 4,500.



## SOLAR SYSTEM

The solar system is not working at the Calle Tres entrance. The system was checked by The Solar Store and it was reported to be operational; however it is still not working at night so will do a further investigation. Rick Irvin is working on this project.

## GOLD CANYON

Gold Canyon maintenance has scheduled Thursday as our regular day for maintenance. Rick Irvin will work up a schedule for them each week. Jean Ross, Lillie Hill and Rob Alstaetter volunteered to help Rick supervise these crews. We will be looking for additional maintenance bids should Gold Canyon's quality of work prove unsatisfactory. We continue to have problems with communication and follow through on their part.

The future meeting dates of the Maintenance Committee will be the second Wednesday of each month.

There is a CAI Conference 1-9-2009. Marianne Bishop is planning on attending and invites Maintenance Committee members to attend.

The meeting was adjourned.

Respectfully submitted,

Lillie Hill