

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – November 16, 2020
Approved via email 11-19-20

The meeting was held at 1764 W Vista Ridge Dr. and a quorum of the board was present: Marianne Bishop, Joyce Bulau, Jeff Delaney and Glen Seela. Also present was Pat Imgrund, chair of Road Sub-Committee. Homeowners: Larry Engel.

The meeting was called to order at 2 PM.

1. COMMITTEE REPORTS:

A. ROADS:

Pat Imgrund has inspected our roads and found some issues with markers for fire hydrants and some blemishes. He has asked his committee to review the roads and let him know if there are any other issues before he requests a meeting with David Tyrpak from Tucson Asphalt. Pat also walked the roads at Canoa Seca II which were overlaid with Green Asphalt in September. That total project was completed in two weeks, including the cement work on sewers and water shut offs. Tucson Asphalt used a different project manager and possibly a different sub-contractor for the cement work. The overcuts around the water shutoffs were only minimal compared to ours.

Pat noticed that the asphalt at Canoa Seca was also experiencing small cracks due to the change of weather. Our road committee was told to expect this minor cracking, and this was also voiced to our homeowners at the presentation made by Tucson Asphalt at our Annual Meeting in February 2020.

B. LANDSCAPE: Joyce Bulau

By the end of November we will have exhausted the contracted hours for 2020. In December we will maintain 10 feet behind the common walls around the perimeter of the subdivision; address any Annual Tree maintenance requests; rework the drainage area at the north end of Harvest Moon; and Felix Landscaping will prepare an area on the hillside across from 4815 View Ridge Drive where we will install 3 cairns, cacti and decorative stone.

One of our parking walls is in need of extensive stucco repair. While scheduling this work it was decided to have all 5 walls inspected and repainted. We got two quotes. One from Felix Landscaping and the second from Bradley Cunningham/Gesse LaBistre.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED to accept a bid for \$2,400 from Cunningham/LaBistre. Work will begin before November 23 and be completed by December 31, 2020.

C. ARCHITECTURAL Jeff DeVaney – the following applications were reviewed and approved:

Lot 020 - Paint Application	10-23-20	Lot 163 - Soldier Wall	11-10-20
Lot 053 - Ramada Wall	10-21-20	Lot 014 - Solar Panels on Roof	11-15-20

D. FINANCIAL ADVISORY

The Financial Advisory Committee held a meeting on March 23 and restructured the Replacement Reserve Plan in anticipation of depleting funds when paying for the asphalt

overlay in June. Three versions were considered. A 25-year plan to rebuild reserves was chosen. This plan calls for making a \$35,000 contribution to the Reserve Fund in 2021.

The committee also recommends increasing the 2021 Assessment by \$20.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED approving the yearly assessment for 2021 at \$560 per lot.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED approving a contribution of \$35,000 to be made to Reserve Fund in January 2021.

3. PRESIDENT

The 2-year terms of Glen Seela and Marianne Bishop are up in March 2021 and both board members are willing to serve another two years. That leaves one vacant position due to the resignation of Shelli Knopik. Larry Engel voiced his interest in serving. Larry has been active on the Landscaping and Road Committees and is a good candidate. We will canvas our owners in December to determine if anyone else is interested in being on a ballot prior to preparing the Agenda for the Annual Meeting.

4. SECRETARY

The minutes of the October 19, 2020 board meeting were approved via email and are posted to our website.

5. TREASURER

The Balance Sheet and Budget vs Actual Expenditures ending October 31, 2020 were reviewed and approved pending Audit. (Attachment A)

The 2021 proposed budget was reviewed.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED approving the 2021 budget. (Attachment B)

5. CONTINUING BUSINESS

The question of political signage was raised. The Secretary was directed to send a reminder to homeowners relative to Section 3.16 G. of the Owners Handbook wherein signs may be displayed for not more than 7 days after the day of the election.

Jeff mentioned he thought the sign on the corner of Frontage Road was stark white and offered to buy paint to tone it down. The board agreed to wait until the white letters are installed before any decision is made to repaint the monument.

6. NEW BUSINESS – None

7. ADJOURNMENT

With no further business to be conducted the meeting was adjourned a 3:35 PM.

The next scheduled meeting is January 25, 2021 and the time and place are to be determined.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ASSETS

Current Assets	<u>OPERATING</u>	<u>RESERVE</u>	<u>TOTAL</u>	<u>GAIN/(LOSS)</u>
120 · COMMERCE CHECKING	17,515			
1502 · COMMERCE RESERVE		29,806		
1516 · VANGUARD -WGNIX (MV=44,672)		44,851		(178)
	<u>17,515</u>	<u>74,657</u>	<u>92,172</u>	
Total Current Assets	<u>17,515</u>	<u>74,657</u>	<u>92,172</u>	
FUND BALANCES				
300 · Operating Beginning Balance	24,737		24,737	
3000 · Reserve Beginning Balance		581,961	581,961	
Net Increase/(Decrease)	46,779	(507,306)	(460,527)	
Total Fund Balances	<u>71,516</u>	<u>74,655</u>	<u>146,171</u>	
TOTAL LIABILITIES & FUND BALANCES	<u>71,516</u>	<u>74,655</u>	<u>146,171</u>	

	Operating		Reserve		Total	
	Actual	Budget	Actual	Budget	Actual	Budget
REVENUE:						
400 · Assessments	103,056	103,056	20,064	20,064		
410 · Transfer and Document Fee	3,920	3,600				
420 · Operating Fund Interest	204	130				
430 · Other Income	15	0				
4200 · Interest & Dividends			28,414	11,000		
Total Revenue:	107,195	106,786	48,478	31,064	155,673	137,850
EXPENSES:						
Operating:						
Maintenance:						
500 · Yearly Contract	33,333	40,000				
501 · Invasive Grass	1,475	4,000				
502 · Tree Trimming	450	4,000				
503 · Utilities	240	550				
505 · Other Maintenance	2,737	4,000				
506 · Erosion Mitigation	0	3,000				
507 · Plant Replace	121	2,500				
5000 · Street Repairs			538,467	538,467		
5004 · Other Maintenance			1,817	2,000		
5006 · Erosion			15,500	15,000		
Total Maintenance	38,356	58,050	555,784	555,467		
Administrative:						
510 · Contract Service	11,430	13,716				
512.1 Trainee	418	4,000				
511 · Board	70	50				
512 · Legal	1,267	1,500				
513 · Communications						
513.1 · Computer/ Internet	1,298	2,000				
513.2 · Telephone	1,217	1,400				
513.3 · Office Supplies	11	50				
513.4 · Printing/Reproductio	331	2,300				
513.5 · Postage/Delivery	148	300				
513.6 · Record Storage	588	588				
Total 513 · Communications	3,593	6,638				
Total Administrative:	16,778	25,904				
Other Operating:						
521 · Insurance	2,772	3,500				
522 · Membership Fee - GVC	2,166	2,170				
523 · Taxes and Contingency	344	1,000				
Total Other Operating:	5,282	6,670				
Total Expenses:	60,416	90,624	555,784	555,467	616,200	646,091
NET REVENUE (EXPENSES)	46,779	16,162	(507,306)	(524,403)	(460,527)	(508,241)
Beginning Fund Balance	24,737	17,891	581,961	581,981	606,698	599,872
Ending Fund Balance	71,516	34,053	74,655	57,578	146,171	108,708

SAN IGNACIO VISTAS, INC.
2021 BUDGET
Approved 11-16-20

560 PER LOT = \$127,850

REVENUE	FUNDS		
	OPERATING	RESERVE	
400 · Assessments 2021	92,850	35,000	
410 · Transfer and Document Fees	4,320		Based on 12 Sales @ 360.
420/4200 · Interest & Dividends	200	3,000	
Total Revenue:	<u>97,370</u>	<u>38,000</u>	
EXPENSES			
Maintenance Expenditures			
500 · Yearly Contract	30,800		
501 · Invasive Grass	4,000		
502 · Tree Trimming	4,000		
503 · Utilities	360		
505 · Other Maintenance	5,000		
506 · Erosion Mitigation	4,000		
507 · Plant Replace	2,500		
5004-Other Maintenance		3,000	
5006-Erosion			
Total Maintenance Expenditures	<u>50,660</u>	<u>3,000</u>	
Administrative			
510 · Contract Service	15,150		
510.1 Trainee	5,000		
511 · Board	200		
512 · Legal	2,000		Rate \$300/hr
513 · Communications			
513.1 · Computer and Internet	2,500		
513.2 · Telephone	1,400		
513.3 · Office Supplies	50		
513.4 · Printing/Reproduction	1,000		
513.5 · Postage/Delivery	230		
513.6 · Record Storage	588		
Total 513 · Communications	<u>5,768</u>		
Total Administrative	<u>28,118</u>		
Other Operating			
521 · Insurance	4,000		
522 · Membership Fee - GVC	2,736		Increased to \$12/lot
523 · Taxes and Contingency	500		
Total Other Operating	<u>7,236</u>		
Total Expenses:	<u>86,014</u>		
ESTIMATED FUND ENDING BALANCE:	<u>11,356</u>	<u>35,000</u>	