

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – January 8, 2018

Approved via email 1-12-18

The meeting was held at Desert Hills Recreation Center in Room A and a quorum of the board was present: Marianne Bishop, Eileen Ridenour and Shelli Knopik. Also present were Joyce Bulau, Pat Imgrund, Chair of Roads; and Gary Powers, Chair of Financial Advisory and the meeting was called to order at 9 AM using the agenda as published.

1. COMMITTEE REPORTS

A. Architectural - Marianne Bishop presented the report (**Attachment A**).

B. Maintenance

1) Road Subcommittee – Pat Imgrund, Chair

Adobe Asphalt will crack seal on Tuesday and Wednesday, March 13 & 14. We have \$9500 budgeted and their bid was for \$8967 and this was previously approved by the board. There are approximately 900 feet of new age-related cracks and 150 feet of stress related cracks which are included in this cost. We still need to inspect the curb seal throughout SIV, so there may be additional charge for curb seal touch up.

The reserve plan needs to be changed to reflect that road repairs will need to be done in 2019, one year before the thin overlay, at a budgeted cost of \$26,530. I will schedule an onsite meeting with Tucson Asphalt for November 2018 to determine what repairs need to be done and at what cost.

We are planning for the thin overlay in June 2020. I will call Tucson Asphalt this month to try to determine how current costs compare with the 2016 proposal that was provided so that we can use that information to update the reserve plan.

By November 2019 we will need board approval to proceed with the overlay planning and scheduling.

C. Financial Advisory – Gary Powers, Chair

Gary asked if the board required his committee to review the status of any of our investments and at the current time this did not appear necessary. Once the RRP is updated with 2017 actual figures and projections for 2018, the revised plan will be distributed and reviewed prior to members of the committee leaving this Spring.

2. OFFICERS' REPORTS

A. Secretary

The minutes of the November 13, 2017 meeting were emailed to the board members after the meeting and were unanimously approved as distributed.

Since there will be no election or ballots there is no need to appoint tellers for the 2018 Annual Meeting.

A MOTION was MADE by Marianne Bishop SECONDED and UNANIMOUSLY PASSED to set the record date for Homeowners eligible to receive a Notice and Agenda for the Annual Meeting of Members as February 12, 2018.

Our contract with Republic Services is in the final year of the 5-year contract that was effective January 1, 2014. The quarterly payment has recently increased to \$45.09. The board decided to investigate our options in case Republic Services would decide to remove the stipulation that they will only use single axle trucks in our subdivision beginning in 2019. We will ask at the annual meeting if any homeowners would like to serve on a sub-committee to get bids for a new garbage contract.

We are planning for another Pizza Party on February 14 and the reservation form will be distributed with the Agenda and invitation to the Annual Meeting.

B. Treasurer

The Financial statement ending December 31, 2017 was reviewed and there was an imbalance of \$1,010 between funds and the Treasurer (who has been sick with the flu for two weeks) is investigating. Judy Barkley has begun the 2017 audit, assisted by Fred Newton.

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED accepting the Treasurer's Report (**Attachment B**) subject to Audit.

A MOTION was MADE by Eileen Ridenour SECONDED and UNANIMOUSLY PASSED to retain excess revenue from 2017 in the Operating Fund.

The 2018 contribution to the Reserve Fund of \$40,000 was made on January 5, 2018.

The 2018 Draft Budget was reviewed (**Attachment C**).

3. CONTINUING BUSINESS - None

4. NEW BUSINESS - None

5. ADJOURNMENT

The meeting was adjourned at 10:00 AM. The next meeting is February 12, 2018 will be held in the Mesquite Room of Canoa Hills Center starting at 9 AM.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ATTACHMENT A
 ARCHITECTURAL COMMITTEE (AC) REPORT
 JANUARY 2018

LOT	REQUEST DATE	REQUEST	ACTION	DATE
060	11-14-17	SOLDIER WALL IN FRONT	APPROVED	11-21-17
009	11-30-17	PAINT APPLICATION – GARAGE DOOR	APPROVED	12-9-17
170	12-9-17	PAINT APPLIATION	APPROVED	12-9-17
100	12-30-17	PAINT APPLICATION	APPROVED	1-5-18

A formal complaint was received from the Owner at 1528 W Hidden Crest regarding the dog(s) at 4731 S Harvest Moon. This has been ongoing problem in 2017 and the homeowner tried to resolve the matter without filing a formal complaint but are tired of listening to the barking. I have included the sections of our rules that speak to this issue.

Following is a response from the Owner at Harvest Moon regarding this complaint.

Mr. Ryan,

I am aware of your complaint to the SIV Board of Directors allegedly regarding our dog. We are well aware that 14 months ago you complained about our dog barking. We fixed this problem and also contacted you directly to apologize. We have religiously used our citronella no-bark collar and categorically deny that our pet is at issue. Perhaps you are not aware that the first five houses on Harvest Moon Drive have dogs, all of which bark occasionally.

I am sorry that you are experiencing an issue. I assure you that we will continue to use our no-bark collar. Best regards,

Ann Striker
 4731 S. Harvest Moon Drive

3.13 Nuisances

- A. No nuisance detrimental to any other Lot or to the Association or offensive to any Owner shall be permitted.
- B. A nuisance may include, but is not limited to, the following:
 - 1) Barking or other pet nuisances. (See also Section 0 B & D))
 - 2) Burning of odiferous or smoky fires.
 - 3) Loud, abusive, boisterous or excessive noise or conduct.
 - 4) Loud or noisy operation of sound systems, radios, televisions or other electronic equipment.
 - 5) Loud or noisy operation of motorized vehicles or power equipment including the revving of engines.
 - 6) Pest infested birdbaths, water containers, pools, water effects or waterfalls.
 - 7) Vegetation that undermines, grows over, or otherwise interferes with access to Common Area sidewalks.
 - 8) Release of wind-blown paper or other debris.
 - 9) Storage of odiferous materials.

3.15 Pets and Animals

- A. No animals other than household pets are permitted. Household pets include but are not limited to cats, dogs, small indoor birds and fish. Household pets do not include, without limitation, such animals as pigs, rabbits or snakes. No animal may be bred or raised for commercial purposes.
- B. Pet owners shall be responsible for their pets, including their maintenance and their actions both on and off their property and shall ensure that their pet is not a nuisance to other Owners.
- C. Once off the Owner's property the pet must at all times be accompanied by a responsible person and either kept on a leash as required by Pima County Code, or in an appropriate carrier.
- D. As required by Pima County Code, pet owners shall be responsible for clean-up and proper disposal of pet waste deposited in all Common Areas, including the streets or sidewalks or on any Lot including that of the Owner.
- E. Pets must be kept inside the house or when the Owner is present, within the Owner's walled yard.

ATTACHMENT B

1/5/2018
Cash Basis

SAN IGNACIO VISTAS, INC.
BALANCE SHEET
As of December 31, 2017

ASSETS

Current Assets	<u>OPERATING</u>	<u>RESERVE</u>	<u>TOTAL</u>
120 - COMMERCE CHECKING	110,061		
1502 - COMMERCE RESERVE		19,747	
1505 - WELLESLEY INCOME VWIAX (MV = 128,090)		128,842	
1507 - WASH FED 5yr 2/13/20 APY 1.93%		63,436	
1509 - COMMERCE CD 6/30/17 APY .98%		102,717	
1510 - WELLINGTON -VWENX (MV = 58,087)		56,705	
1511 - VANGUARD - MM		101,353	
1512 - VANGUARD - VTSAX (MV = 35,342)		31,603	
	<u>110,061</u>	<u>504,403</u>	<u>614,464</u>
Total Current Assets			
	<u>110,061</u>	<u>504,403</u>	<u>614,464</u>
LIABILITIES & EQUITY			
250 - Assessments Rec'd in Advance	91,160		91,160
(\$ 37,840 is due to Reserve Fund)			
FUND BALANCES			
300 - Operating Beginning Balance	13,320		13,320
3000 - Reserve Beginning Balance		464,118	464,118
Net Increase/(Decrease)	4,571	41,295	45,866
Total Fund Balances	<u>17,891</u>	<u>505,413</u>	<u>523,304</u>
TOTAL LIABILITIES & FUND BALANCES	<u>109,051</u>	<u>505,413</u>	<u>614,464</u>
	1,010	(1,010)	

Income	Operating		Reserve		Total Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
400 · Assessments	70,680	70,680	50,160	50,160	120,840	120,840
410 · Transfer and Document Fee	6,350	3,000				
420 · Operating Fund Interest	141	120				
Total Operating Revenue	<u>77,171</u>	<u>73,800</u>				
Reserve Fund						
4200 · Reserve Fund Interest			13,726	11,603		
Total Income	<u>77,171</u>	<u>73,800</u>	<u>63,886</u>	<u>61,763</u>	<u>141,057</u>	<u>135,563</u>
Expense						
Operating						
Maintenance Expenditures						
500 · Yearly Contract	30,020	30,000				
501 · Invasive Grass	1,878	3,000				
502 · Tree Trimming	3,986	4,900				
503 · Utilities	483	470				
505 · Other Maintenance	6,969	5,000				
506 · Erosion Mitigation	3,880	2,000				
507 · Plant Replace	2,500	2,300				
4201 - Reserves-Misc (Study)			1598	2,000		
5006-Retaining Walls/Monument			7158			
5004 - Other Maint			4045			
5006-Erosion Mitigation			9790	13,000		
Total Maintenance Expenditures	<u>49,716</u>	<u>47,670</u>	<u>22591</u>	<u>15,000</u>		
Administrative						
510 · Contract Service	12,600	12,600				
511 · Board	485	500				
512 · Legal	0	1,500				
513 · Communications						
513.1 · Computer/ Internet	1,648	1,100				
513.2 · Telephone	1,349	1,300				
513.3 · Office Supplies	116	50				
513.4 · Printing/Reproduction	818	2,000				
513.5 · Postage/Delivery	133	250				
513.6 · Record Storage	540	500				
Total 513 · Communications	<u>4,604</u>	<u>5,200</u>				
Total Administrative	<u>17,689</u>	<u>19,800</u>				
Other Operating						
521 · Insurance	3,279	3,500				
522 · Membership Fee - GVC	1,710	1,710				
523 · Taxes and Contingency	206	400				
Total Other Operating	<u>5,195</u>	<u>5,610</u>				
Total Expense	<u>72,600</u>	<u>73,080</u>	<u>22591</u>	<u>15,000</u>		
Net Income	4,571	720	41,295	46,763		
Beginning Fund Balance	13,320	13,317	464,118	464,120	477,437	
	<u>17,891</u>	<u>14,037</u>	<u>505,413</u>	<u>510,883</u>	<u>523,304</u>	

San Ignacio Vistas, Inc
PROPOSED BUDGET FOR 2018

ATTACHMENT C

2018 Dues =	530.00	per lot
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VERSION 12-28-17

Jan - Dec 18

Income	OPERATING	RESERVE	Comments
Operating Revenue			
400 · Assessments	80,840	40,000	
410 · Transfer and Document Fees	3,600		12 houses
420 · Operating Fund Interest	130	1,300	
Total Operating Revenue	<u>84,570</u>		
Total Income			
Expense			
Operating			
Maintenance Expenditures			
500 · Yearly Contract	40,000		
501 · Invasive Grass	3,000		
502 · Tree Trimming	5,000		
503 · Utilities	550		
505 · Other Maintenance	4,000		
506 · Erosion Mitigation	3,000		
507 · Plant Replace	2,500		
5000-Street Repairs		9500	
5002-Drainage Channels		4100	
5003-Retaining Walls & Monuments		1500	
endcap work 5006-Erosion Mitigation		9400	
Total Maintenance Expenditures	<u>58,050</u>	<u>24,500</u>	
Administrative			
510 · Contract Service	13,000		
511 · Board	500		
512 · Legal	1,500		
513 · Communications			
513.1 · Computer and Internet	1,500		
513.2 · Telephone	1,400		
513.3 · Office Supplies	50		
513.4 · Printing/Reproduction	1,000		
513.5 · Postage/Delivery	300		
513.6 · Record Storage	540		
Total 513 · Communications	<u>4,790</u>		
Total Administrative	<u>19,790</u>		
Other Operating			
521 · Insurance	3,400		
522 · Membership Fee - GVC	2,166		
523 · Taxes and Contingency			
523.1 · Taxes - Property	6		
523.3 · Arizona Corporation Fee	10		
523.4 · BANK FEES	60		
523 · Other	500		
Total 523 · Taxes and Contingency	<u>576</u>		
Total Other Operating	<u>6,142</u>		
Total Operating	<u>83,982</u>		
Profit or (Loss)	588		