

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting – January 11, 2010
Approved by the Board: February 8, 2010

The meeting was held at 4735 S Prairie Hills Drive and was called to order at 9 AM with a quorum of the board present and proceeded using the agenda as distributed.

Those attending included: Board Members Marianne Bishop, Bob Christensen, Ed Eick, Paul Gilmore and Delores Leavitt and Homeowners Jim Callahan, Kathy Curran, Larry Engel and Peter Falch.

1. CONSIDER MEETING MINUTES

A MOTION was MADE by Delores Leavitt, SECONDED and UNANIMOUSLY PASSED approving the minutes of the December 14, 2009 meetings as distributed.

2. FINANCIAL REPORT

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED approving the Treasurer's Report ending December 31, 2009 subject to Audit (**Attachment A**).

As of January 11, there were 15 homeowners outstanding and it is anticipated that all but one lot will be paid by January 15, 2010.

3. OFFICER'S REPORTS

A. President

Our Owners completed and returned 176 surveys. They turned down the proposed amendments dealing with Water Harvesting and RV Parking and supported the other four issues sufficiently that they are now included in the ballot process.

A MOTION was MADE by Bob Christensen, SECONDED and unanimously PASSED to notify the GVCCC that our Owners defeated a proposed amendment of our CC&Rs to expand the use of water harvesting tanks.

The mailing packet for the Annual Meeting was reviewed and approved.

A MOTION was MADE by Bob Christensen, SECONDED and unanimously PASSED approving the 14 proposed amendments to our CC&Rs to be included with a ballot to be distributed to all Owners at the end of January 2010.

The board reviewed the Owners Handbook draft and various changes were discussed.

A MOTION was MADE by Bob Christensen, SECONDED and unanimously PASSED to post the draft of Owners Handbook, as revised and dated January 23, 2010, on our website so that it is available for review by Owners when voting on proposed revisions to the CC&Rs.

B. Secretary - No report

4. COMMITTEE REPORTS

A. ARCHITECTURAL COMMITTEE

Ed Eick presented the report ("Attachment B").

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED, to ratify the appointment of Margaret Surples to serve as a member of the Architectural Committee until the 2010 Annual Meeting, and that she is appointed to serve as Secretary to the committee.

A MOTION was MADE by Bob Christensen SECONDED and unanimously PASSED to end the conditional appointments of Marianne Bishop and Bob Christensen on the Architectural Committee now that those conditions have been met.

B. MAINTENANCE COMMITTEE (MC)

Paul Gilmore presented the report for the Committee ("Attachment C")

A MOTION was MADE by Paul Gilmore SECONDED and unanimously PASSED, to execute an agreement with Roy Erichsen, road consultant, covering the year 2010 at a cost of \$100. ("Attachment D")

A MOTION was MADE by Paul Gilmore SECONDED and unanimously PASSED, to appointed Eick and Gary Raff to the Maintenance Committee to serve until the 2010 Annual Meeting.

C. GVCCC BOARD OF REPRESENTATIVES

Bob Christensen presented the report. ("Attachment E")

D. NOMINATING COMMITTEE

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED to appoint Georgia Puttock to serve as a Teller to tally the ballots for the Annual Meeting.

5. CONTINUING BUSINESS

6. NEW BUSINESS

- A. Permission will be granted to Owners of Lot 101 to plant on the common/uncommon portion of their lot. A plat showing location and type of plants will be attached to the Release of Liability Agreement and coordinated with the Maintenance Committee.
- B. There was discussion about the possibility of surveying Owners relative to modifying the paint guidelines.

7. ADJOURNMENT

The meeting was adjourned at 10:47 AM. The next board meeting will be held on Monday, February 8, 2010.

Respectfully submitted,
Marianne Bishop

ATTACHMENT A
SAN IGNACIO VISTAS, INC.

Statement of Revenue, Expenses and Fund Balances				
<i>(Modified Cash Basis)</i>				
12 Months Ending December 31, 2009				
	Operating Fund		Reserve Fund	Total All Funds
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Revenue				
Assessments (collected in advance, \$81,900 in 2009 and 90,000 in 2008)	\$102,600	\$102,600	\$0	\$102,600
Transfer and Document Fees	1,400	1,900	0	1,900
Interest	<u>661</u>	<u>567</u>	<u>7,420</u>	<u>7,987</u>
Total Revenue	<u>\$104,661</u>	<u>\$105,067</u>	<u>\$7,420</u>	<u>\$112,487</u>
Expenses				
Maintenance Expenses	\$38,349	\$27,922	\$20,228	\$48,150
Administrative Expenses	14,078	21,177	0	21,177
Other Expenses	<u>7,557</u>	<u>7,170</u>		<u>7,170</u>
Total Expenses	<u>\$59,984</u>	<u>\$56,269</u>	<u>\$20,228</u>	<u>\$76,498</u>
Excess Revenue (Expenses)	\$44,677	\$48,798	-\$12,808	\$35,990
Reserve Allocation To (From)				
(\$46,356 for 2009 and \$43,092 for 2010)	<u>(46,356)</u>	<u>(89,448)</u>	<u>89,448</u>	<u>0</u>
Net Increase (Decrease) After Allocation	<u>(\$1,679)</u>	<u>(\$40,650)</u>	<u>\$76,640</u>	<u>\$35,990</u>
Fund Balances				
Beginning of Year Fund Balance		<u>\$2,321</u>	<u>\$173,038</u>	<u>\$175,359</u>
End of Month Fund Balance (Deficit)		<u>(\$38,329)</u>	<u>\$249,678</u>	<u>\$211,349</u>
Supplementary Information				
The dues assessment for 2009 and 2010 was \$450 per member.				
At the beginning of the year, cash and investments total \$265,359 including \$90,000 of assessments collected in advance. At the end of the year cash				
The 2009 year-end balance \$293,249 consisted of \$43,571 in the operating account at BBVA Compass; \$249,678 in the Reserve Account of which \$2,092 was in a MM and \$85,000 in a CD at BBVA Compass and \$2,586 in a MM and \$160,000 in an Investment account at Wachovia.				
Because of falling interest rates, the Finance Committee recommended and the Board unanimously agreed to make the 2010 transfer to the Reserve Fund from the Operating Fund in the amount of \$43,092 on December 17, 2009. This \$43,092 was combined with other available funds resulting from a premature call of the FHLMC note at Wells Fargo Advisors to purchase the \$85,000 CD held at BBVA Compass Bank. This resulted in two years of transfers appearing in the 2009 Statement of Revenue, Expenses and Fund Balances. Therefore the Operating Fund shows a net decrease for the year 2009 in the amount of \$40,650 and a fund deficit of \$38,329 at December 31, 2009.				
Reserve equity totaled \$759 per member at the beginning of the year and \$1095 per member at the end of this year.				

ATTACHMENT B
ARCHITECTURAL COMMITTEE REPORT

LOT #	DATE REQUEST	NATURE OF REQUEST(S)	ACTION TAKEN	DATE OF ACTION
149	12/18/09	Repaint/refresh trim using same color of SIV green	APPROVED	12/18/09
161	1/4/10	Replace double-hung back door with 6' wide slider	VISIT	1/9/10
120	1/6/10	Construct ramada at rear and side of residence	APPROVED	1/9/10
108	1/8/10	Replace all existing windows and sliders with Pella energy efficient windows/doors	VISIT	1/9/10
108	1/9/10	Low voltage decorative lighting along side of walkway front and back yards	VISIT	1/9/10

LOT # BACKGROUND/COMMENT

023 On 12-14-09 received a complaint that the recently painted house was in violation of the CC&Rs because trim color was applied to the middle section of the stucco portion in the front of the house. Viewed the home and called the Homeowner to confirm.

The request submitted on 12-1 (approved 12/9) was to repaint Toffee Crunch on Stucco and Ravenwood on Trim. Ravenwood was applied to the Stucco on the front (West facing wall). I informed that the AC cannot grant an exception. The Owners plan to appeal to the board on January 11, 2010

108 While the replacement of the windows is approved a question was raised regarding the Owners request to possibly painting the new trim around the windows in the same SIV trim color that is on the house rather than using the SIV stucco color.

161 A visit disclosed no issues since the Owner does not plan to move the electrical. The owner will complete the application once a contractor is selected.

ATTACHMENT C
MINUTES OF MAINTENANCE COMMITTEE MEETING
JANUARY 6, 2010

The meeting was held in the residence of J. Steffen at 4868 S. Desert Sunset Drive at 3:00 PM this date. Mr. J. Steffen acted as Chairman

Attending: J. Steffen, J. Chervenka, L. Engel, P. Gilmore, G. Ebbesen,
J. Ross, and E. MacLaren

1. Welcome Gary Ebbesen to the M.C.
2. Santa Rita Landscape 2010 contract provisions were discussed. When time permits, they will be instructed to clear the excess vegetation in the common area adjacent to east side of Lot 20. E. MacLaren lead a review of what is meant by "beyond the property wall" when items of concern may considered to be in the common area.
3. Calle Tres entrance solar lighting system has been adjusted as to the hours of operation and is working properly.
4. Consulting contract for 2010 with RH Erichsen, PE, Consulting Engineer was approved in the amount of \$100.00 and is sent to the Board for execution.
5. Cul-de-sacs need to be inspected to determine if sealing etc. is necessary as paving in those areas seem to require more attention. This will be addressed by Mr. Erichsen in his overall inspection of road pavement.
6. M.C. asks that the Board have sufficient liquid funds available for unexpected maintenance costs in 2010.
7. E. Eick and G. Raff wish to offer "volunteer labor" to the M.C. and must be covered under the HOA insurance umbrella. Therefore, M.C requests the Board appoint them to the M.C.
8. J. Steffen will continue to coordinate the M.C. activities. It is mandatory that when a Chairman of the M.C. is appointed that he/she be a full-time resident as well as those appointed to specific projects when attention is needed. (road pavement, landscape, tree trimming, sidewalks / retaining walls)
9. Lot 117 request as presented to the M.C. is denied. The lot owner should be advised to employ a licensed contractor at his expense and can proceed under the permit granted to HOA for 2010. J. Chevenka will follow-up the progress of this decision.
10. Meeting was adjourned at 4:30 PM and is scheduled to meet next on February 3 rd at 3:00 PM at the same location.

Submitted by:
Paul Gilmore, Board Rep

**Road Maintenance Consulting Services for
San Ignacio Vistas, Home Owners Association**

By RH Erichsen PE, Consulting Engineer (retired)

This agreement covers the period of
January 1, 2010 to December 31, 2010

A. For an Annual Consulting Fee of \$100.00 engineer (Erichsen), to cover expenses, the following services will be performed:

1. Prepare an area map of the HOA with data obtained from the Pima County records that tabulates the length of all roads, from which exact areas of roads can be calculated.
2. Make a thorough visual inspection of all roads, documenting the surface conditions of pavements including surface cracking. Also document any areas of pavement failure, and possible future pavement failures or other road surface problems.
3. Prepare a chronological record of past road maintenance projects from available records.
4. Develop and present a Long Range Road Maintenance Plan for at least a 15 year period. This includes a printed spreadsheet listing the dates and estimated costs of future road maintenance work. The costs will be updated yearly from current bid prices and reviewed with the Road Maintenance Chairman and modified where possible to conform to budget restrictions.
5. When the time arrives for road maintenance work to be done, the Road Maintenance Chairman will be advised. A notice to Contractors will be prepared requesting bid proposals for the work. A selected Contractor list will be given to the HOA so it can mail the Notice of Bids.


B. When the estimated cost of a project exceeds \$100,000 an additional charge of \$95 will be made to cover costs in preparation of bid call documents and specifications, bid opening, contract award, construction inspection, and final project approval.

1. Together with the Proposal Request there will be attached a detailed set of Outline Specifications covering extent of the work to be done, materials approved for use, and equipment to be used. Detailed instructions as to how the work is to be completed as well as the "Boiler Plate" material covering Insurance requirements, payment procedures, guarantees, etc.
2. Attend the Bid Opening, tabulate received bids, review all bids, discuss the bids with the Road Committee and or the Board, and recommend a Contractor for the work.
3. Meet with the representative of the selected contractor and the Road Chairman to review the project in detail, discussing and resolving any questions about the work. Set up a detailed time schedule for the work to be done.
4. When the work schedule is established, list for the Road Chairman, the companies or agencies as well as all home owners to be notified of the work schedule and any travel restrictions.
5. During the road maintenance work, the Road Committee should have at least one representative on site at all times. We will give this person or persons instructions concerning what to watch for. The Engineer will make unannounced visits to the work site as required. Finally, when the work is finished, we will make a final inspection, list any items needing final correction (Punch List), and give final approval to the work.

This program puts the Home Owner's Association in the "Driver's Seat" in that it allows you to specify in detail what you expect to get. It also allows you to get competitive bids based upon the same set of specifications. Although you may prefer on contractor over another, it allows you to have the option to use whomever you wish, should prices for the work be out of line.

Approved this date 1/10/2010 by:

San Ignacio Vistas, Home Owner's Association


 RH Erichsen, PE (retired)
 913 West Camino Guarina
 Green Valley, AZ 85614
 Phone (520) 625-9064


 HOA President

ATTACHMENT E
GVCCC REPORT
DECEMBER 17, 2009 MEETING

- ◆ Relocation of GVCCC offices to Suite 18, Green Valley Village was approved. The new offices are adjacent to the Chinese Restaurant.
- ◆ Freeport McMoran is seeking to purchase 9,200 acres so they can remove their tailing ponds to the west. GVCCC will condition their approval with provisos that the West Desert Reserve and the anti-sulphur wells are protected under a conservation easement.
- ◆ The 2010 Directory will be distributed during the 3rd week in February.
- ◆ SIVHOA may request paperless copies of County permit notices now sent by mail. Forms available from Sandy
- ◆ SIVHOA may request paperless copies of GVCCC minutes.
- ◆ SAV reports that it performs nearly 25,000 house checks a year with six to eight volunteers on patrol at least twice a day.