

San Ignacio Vistas, Inc.  
Homeowners Association  
Minutes Board Meeting – April 7, 2011  
Approved by the Board May 12, 2011

The meeting was held at 1773 W Sonoran View Drive. A quorum of the board was in attendance: Marianne Bishop, Delores Leavitt and Dave McCracken.  
Homeowners present: Jim Callahan (Architectural Committee); Gary Ebbesen and Larry Engel (Maintenance Committee) and Eileen MacLaren.

Vice President Dave McCracken called the meeting to order at 1:40 PM

**1. Consider/Approve Minutes**

A MOTION was MADE by Delores Leavitt SECONDED and UNANIMOUSLY PASSED approving the minutes of the Annual Members meeting held on February 22, 2011 as previously distributed to the board for review.

The minutes of the organizational meeting of the board held immediately following the Annual Members meeting were reviewed.

A MOTION was MADE by Delores Leavitt SECONDED and UNANIMOUSLY PASSED approving the board of director minutes dated February 22, 2011.

**2. Treasurer's Report**

A MOTION was MADE, SECONDED and unanimously PASSED approving the Treasurer's Report ending 3/31/11 subject to Audit (**Attachment A**).

We received \$2,591.98 from the State of Arizona for tax years 2006, 7 and 8 and \$329.92 from the IRS representing a 2009 overpayment. The IRS also confirmed they located estimated payments amounting to \$1,260 that we made for 2010. This money, together with interest, should be returned to us in 2-4 weeks.

The subject of setting a dollar amount for checks requiring one signature is delayed until the May meeting because of the absence of two board members.

A MOTION was MADE by Delores Leavitt SECONDED and unanimously PASSED that the function of internal control be reassigned to Joyce Bulau.

**3. OFFICER'S REPORTS**

**A. President - no report**

The Review of Objectives for Officers & Committees will be rescheduled for the May meeting.

**B. Secretary**

A draft of the April Newsletter was reviewed and the Secretary asked for an article from the Maintenance Committee regarding Roads and Common Area maintenance projects.

**4. COMMITTEE REPORTS**

**A. Architectural Committee**

Jim Callahan submitted the report. (**Attachment B**)

## **B. Maintenance Committee**

Larry Engel presented a report on behalf of the Maintenance Committee. (Attachment C). Larry reported that the next seal coat is planned for the spring of 2012. The crack repair and curb and sidewalk replacement scheduled in the Reserve Maintenance Plan for 2011 has been cancelled.

Gary Ebbesen presented a request for funds for a project involving test plantings to improve barren areas of the common grounds along Harvest Moon.

A MOTION was MADE by Marianne Bishop SECONDED and unanimously PASSED approving an allocation of \$350 for plants and irrigation supplies and material to mark the plants. (Attachment D).

## **C. GVCCC Report**

Deb Nance was absent but submitted her report (Attachment E).

## **5. CONTINUING BUSINESS**

At their organizational meeting, the board charged the Financial Advisory committee with the task of seeking additional members.

A MOTION was MADE by Marianne Bishop, SECONDED and unanimously PASSED that Terry Arnholt, Gary Ebbesen, Bob Ferrier and Don Gatzke be appointed to the Financial Advisory Committee to serve until the 2012 Annual Meeting

A meeting of the Financial Advisory Committee has been scheduled for 9 AM on April 14, 2011 to be held at 4771 S Prairie Hills Drive.

## **6. NEW BUSINESS**

A MOTION was MADE by Delores Leavitt, SECONDED and unanimously PASSED authorizing Marianne Bishop to provide Commerce Bank of Arizona with a letter of authorization regarding Internet Banking Access for all SIV accounts. (Attachment F).

## **7. ADJOURNMENT**

The meeting was adjourned at 2:35 PM. The next board meeting is scheduled for Thursday, May 12 2011 at 1:30 PM at 1773 W Sonoran View Drive.

Respectfully submitted,

/s/ Marianne Bishop  
Secretary

04/02/11  
Cash Basis

**San Ignacio Vistas, Inc**  
**Assets, Liabilities and Fund Balances**

As of March 31, 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
<b>ASSETS</b>			
<b>Checking/Savings</b>			
130 · COMMERCE SAVINGS	272		
120 · COMMERCE CHECKING	27,526		
100 · BBVA COMPASS - Checking	17,610		
110 · BBVA COMPASS - MM	11		
<b>Total Operating Fund</b>	<u>45,420</u>		
<b>Reserve Account</b>			
1502 · COMMERCE RESERVE		95,438	
1501 · COMMERCE - 92,000 CD		92,101	
1500 · COMMERCE - 50,000 CD		50,247	
1100 · WELLS FARGO - MMF		55	
1200 · WELLS FARO - CD		75,000	
<b>Total Reserve Account</b>		<u>312,842</u>	
<b>Total Checking/Savings</b>			<u>358,262</u>
<b>FUND BALANCES</b>			
300 · Operating Fund	<u>45,420</u>		
3000 · Reserve Fund		<u>312,842</u>	
<b>Total Fund Balances</b>			<u>358,262</u>

**San Ignacio Vistas, Inc.**  
**Revenues, Expenditures and Changes in Fund Balances**  
**Ending March 31, 2011**

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
<b>REVENUE</b>			
400 - Assessments	102,600		
410 - Transfer and Document Fees	300		
420 - Operating Fund Interest	92		
4200 - Reserve Fund Interest		870	
<b>Total Revenue</b>	<u>102,992</u>	<u>870</u>	103,862
<b>EXPENDITURES</b>			
<b>Operating</b>			
<b>Maintenance</b>			
500 - Yearly Contract	5,271		
503 - Utilities	193		
505 - Other	52		
<b>Total Maintenance</b>	<u>5,515</u>		
<b>Administrative</b>			
510 - Contract Service	2,400		
511 - Board	311		
512 - Legal	375		
513 - Communications			
513.1 - Computer and Internet	281		
513.2 - Telephone	277		
513.3 - Office Supplies	88		
513.4 - Printing/Reproduction	43		
513.5 - Postage/Delivery	72		
513.6 - Record Storage	385		
<b>Total 513 - Communications</b>	<u>1,145</u>		
<b>Total Administrative</b>	4,232		
<b>Other Operating</b>			
522.2 - GV Council Membership	1,254		
523.2 - Income Tax Payment	(330)		
523.3 - Arizona Corporation Fee	(2,592)		
523.4 - Contingency	34		
<b>Total Other Operating</b>	<u>(1,634)</u>		
<b>Total Expenditures</b>	<u>8,113</u>		<u>8,113</u>
<b>Excess Revenue &lt;Expenditures&gt;</b>			95,748
<b>Total Operating Fund Revenue</b>	102,992		
<b>Less Operating Fund Expenditures</b>	(8,113)		
<b>Reserve Allocation</b>	(50,400)	50,400	
<b>Excess Revenue</b>	<u>44,479</u>		
<b>Total Reserve Fund Revenue</b>		870	
<b>Total Reserve Fund Expenditures</b>			
<b>Excess Revenue</b>			
<b>Beginning Fund Balances</b>	944	261,571	262,515
<b>Ending Fund Balances</b>	<u>45,423</u>	<u>312,841</u>	<u>358,263</u>

## ATTACHMENT B

### Architectural Committee Report February 8, 2011

The following items were handled this past month.

LOT	REQUEST DATE	REQUEST	ACTION	DATE
035	2-1	Security Door Installation	APPROVED	2-3

#### MINUTES ARCHITECTURAL COMMITTEE MEETING

January 31, 2011

Committee Members Present: Barry Bishop, Bob Ferrier & Margaret Surpless and Jim Callahan, Chair

Others Present: Marianne Bishop, Board Secretary

The meeting was called to order at 9:10 AM

The first order of business was to distribute the new Architectural Committee Handbook and to review the Charter section with the members of the committee.

The committee then reviewed the January 22 2011 letter received from the Owner of Lot 023 and questions raised in that letter regarding perceived paint and compliance issues for Lots 017, 220 and 042. Then committee then reviewed the history for the three aforementioned lots.

The Secretary will provide our attorney with all of the background relating to Lots 023, 017, 220 and 042 and seek guidance as to what steps should be taken in order to comply with our rules and how to respond to the January 22 letter.

ATTACHMENT C

MAINTENANCE COMMITTEE MEETING  
March 17, 2011

Location: 4919 S. View Ridge Drive      Time: 9:30 AM

Co-Chairman Larry Engel called meeting to order. Those in attendance were: Gary Ebbesen, Eileen Mac Claren, Carolyn Andersen, Claude Nance, Jane Hilsenhoff.

Larry Engel read the minutes from the February meeting and they were approved as amended. Wording on no street repairs for the "fiscal year" was changed to no street repairs or maintenance during the "spring of 2011".

Claude Nance gave a report on the work that AAA Landscaping is doing. Claude is pleased with the quality and quantity of work and communication. Buffle grass will continue to plague the efforts to control its growth with additional cost. Pack rats were discussed and how AAA Landscaping would try to remove them if we point out where they are in the common area.

The plant replacement sub committee is still working on a plan to submit to the MC/SIV Board with details and cost for the installation and locations for new plantings. The estimated costs could be assisted by consultation with AAA Landscaping. Watering of the proposed new plants could be by several means including the adjacent homeowners' drip irrigation extensions. However, the actual excavation and planting would be by the landscape contractor - for liability purposes.

Larry Engel gave an update on street maintenance. Professional help has been found. Roy Morrison of Canoa Estates II and Brian Westen of Pima County DOT. Larry met with them in Brian Westen's Tucson office March 15, 2011. Brian Westen will be coming to SIV March 23, 2011 to view our streets with MC members.

Gary Ebbesen, Claude Nance and Larry Engel will attend the GVC Road/Street Maintenance Meeting Wednesday the 23, of March.

The next meeting to be in the same location and time on April 21, 2011.

There being no further business was adjourned at 10:50 AM.

Submitted by: Larry Engel, Co-Chairman

ATTACHMENT D  
San Ignacio Vistas  
Reserve Funds Project Request

PURPOSE OF FORM: The purpose of this form is to provide enough information for the Board to determine if the project should be approved.

NAME OF SUBMITTER: Gary Ebbesen

PROJECT DESCRIPTION: Test plan for revegetating SIVs common ground

LIFE EXPECTANCY:

What is the expected life of the project? (How long will the impact of the project be available to the homeowners?)

Maximum: Unknown

Minimum: Unknown

ESTIMATED COST OF PROJECT:

What is the expected cost of the project?

Maximum Cost: \$350.00

Minimum Cost: \$0.00

What could cause the costs to increase or decrease from the estimate?

The cost of plants and materials could exceed current prices given to the committee.

ESTIMATED TIME TO COMPLETE

What is the estimated length of time to complete the project?

2 Months

What is the expected start date?

April 15th 2011

PROPOSED VENDOR(S):

Who are the proposed vendor(s)?

Green Valley Nursery  
Native Hands Nursery  
GIA Nursery

How was the vendor selected?

Prices

Which other vendors were considered?

DNA

FOR BOARD USE:

Approved Date: 4-11 Actual cost: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

ATTACHMENT E

Green Valley Council  
Board of Representatives meeting  
March 17, 2011

The GVC Representatives meeting went quickly with few direct neighborhood issues discussed. It was the annual meeting with the officer's reports, executive director's reports, committee reports and the election of officers for 2011-2012.

The Green Valley Council officers for 2011 - 2012 are:  
President, Stan Riddle; Vice President, Eddie Peabody, Jr., Kathy Simpson; Secretary, Kathy Ingham and Treasurer, Bill Copeland.

It is my understanding that detailed minutes of the meeting will be sent via email to the individual HOA Secretaries so I will not attempt to duplicate everything from the meeting.

May items brought to the attention of the attendees have already taken place as of this SIV board meeting so I will not list those.

Susanne Blodgett was recognized for her Median Green leadership and the beautiful results of her efforts. The newest median project is on Camino del Sol near the S.I. golf course. It was noted that the GV Fire Dept. fills the water cisterns used in the maintenance of the new plantings.

A Centenarian Celebration will be held May 6, at Casa de Esperanza Community Center. RSVP 520.648.8120

A model of the Rosemont mine will be available for viewing in Green Valley and Sahaurita April 4 through April 18. Locations to be announced.

District 4 County Supervisor Ray Carroll spoke briefly. He was having difficulty speaking because of allergies.

Pima County Development Services Director, Carmine DeBonis, Jr. spoke about the building permit process in Pima County. I think familiar territory for San Ignacio Vistas Board members. He highly recommended that people use their web site for information about the permit process and applying on-line for building permits.

A neighborhood issue discussed regarded paint on the streets. Apparently some homeowners were dissatisfied with the process used by the utility companies to mark streets when working on water, sewer, cable etc. The paint is supposed to fade/wash/wear away so the workers don't remove them after finishing the jobs but there were complaints that the paint didn't fade or wear away and people thought it made the neighborhoods look bad.

I didn't hear any neighborhoods mentioned, just that they were speaking to the utility companies about the paints used in the hopes of a resolution to this complaint. There may be more details coming via email to the HOA Boards.

  
Deborah Nance  
Prairie Hills Drive

ATTACHMENT F  
**San Ignacio Vistas, Inc.**  
**Homeowners Association**  
**P.O. Box 1150**  
**Green Valley, AZ 85622-1150**

PHONE: 520-625-4924

WEBSITE: [www.sivhoa.org](http://www.sivhoa.org)

Humberto N. Stevens, Vice President  
Commerce Bank of Arizona  
222 W Esperanza Blvd  
Green Valley AZ 85614

Dear Mr. Stevens:

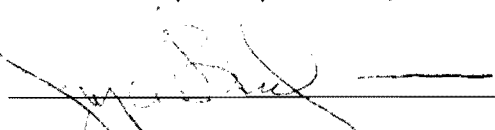
Per your request enclosed are Minutes from a San Ignacio Vistas, Inc. Board of Director's meeting that authorize the following actions:

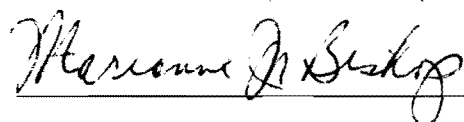
1. Marianne M. Bishop, Secretary-Treasurer is authorized to submit the application to Commerce Bank of Arizona for services via our Business Internet Banking.
2. Marianne M. Bishop, Secretary-Treasurer and Joyce Bulau, President are authorized to use this service from Commerce Bank of Arizona on the SIV Board's behalf.
3. Account(s) to be utilized are:
  - a. Operating Checking
  - b. Reserve Checking
  - c. Operating Savings
4. Confirmation of account services authorized by user:
  - ACH Origination (ability to use direct deposit)  
Authorized User: Marianne M. Bishop, Secretary-Treasurer  
Authorized dollar amount requested on this application - yearly \$9,600  
Average authorized daily dollar amount per transaction - \$800.00
  - Transferring between account(s)  
Authorized User: Marianne M. Bishop, Secretary-Treasurer  
Accounts to be utilized
    - a. Operating Savings
    - b. Operating Checking
    - c. Reserve Checking
  - Bill Pay and account  
Authorized User: Marianne M. Bishop, Secretary-Treasurer  
Accounts to be utilized
    - a. Operating Checking
    - b. Reserve Checking
  - Viewing of account information only: Joyce Bulau, President

Authorized by the Board of Directors at their meeting held on April 7, 2011 and evidenced by the attached minutes.

Submitted by: Joyce Bulau, President

Marianne M. Bishop, Secretary-Treasurer

  
\_\_\_\_\_  
Dated: April 7, 2011

  
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