

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting – November 10, 2011
Approved by the Board December 8, 2011

The meeting was held at 1773 W Sonoran View Drive. There was a quorum of the board: Marianne Bishop, Joyce Bulau, Paul Gilmore, Delores Leavitt and Dave McCracken. Homeowners: Jim Callahan (Architectural Committee), Larry Engel (Maintenance Committee). President Joyce Bulau called the meeting to order at 1:30 PM. There were no homeowners wanting to speak.

1. OFFICER'S REPORTS

A. Secretary

A MOTION was MADE by Delores Leavitt SECONDED and UNANIMOUSLY PASSED ratifying the board of director minutes dated October 13, 2011 as distributed and approved by the board.

Since there were many changes to the Neighborhood Watch there has been a redistricting of the committee. We have increased from 14 to 17 areas. There are 7 new captains. The website will be updated with the new listings. Early next month the Area Captains will be delivering the 2012 SIV dues invoice and the December newsletter.

On 11-2-11 the Secretary filed a request with the Pima County Assessors to consolidate our 5 common area tracts into one parcel so in the future we will receive only one bill.

B. Treasurer

A MOTION was MADE by Paul Gilmore SECONDED and unanimously PASSED approving the Treasurer's Report ending 10/31/11 subject to Audit (Attachment A).

The board reviewed year-end projections for 2011. The 2012 budget will be presented to the board for their review and adoption at the December board meeting.

C. President

Marianne Bishop stepped out as the board discussed compensation for Reliable Secretary Service.

A MOTION was MADE by Delores Leavitt SECONDED by Dave McCracken to approve a \$50 a month increase for Reliable Secretary Service. Yes (4)

The Secretary-Treasurer rejoined the meeting. A discussion regarding AAA Landscaping was delayed until the Maintenance Committee Report.

2. COMMITTEE REPORTS

A. Financial Advisory

Marianne Bishop read the report for Chairman Powers. (Attachment B)

A MOTION was MADE by Paul Gilmore SECONDED by Joyce Bulau and unanimously PASSED accepting the recommendation of the Financial Advisory committee to set a 2012 Dues Assessment of \$455

A MOTION was MADE by Joyce Bulau SECONDED by Marianne Bishop and unanimously PASSED accepting the recommendation of the Financial Advisory committee to instruct the maintenance committee to identify a person qualified to conduct a study of water flow patterns within the Association in order to take a pro-active approach to avert erosion.

B. Architectural

A MOTION was MADE, SECONDED and unanimously PASSED approving the bid of \$900 by Desert Dwellers to repair and repaint the entrance monuments at Camino del Sol and Calle Tres.

Jim will attempt to have the work completed in time to have the monuments decorated for the Holiday.

C. Nominating

Chairman Marianne Bishop presented the report on behalf of the committee.

A MOTION was MADE, SECONDED and unanimously PASSED for the nomination of Mary Lou Catino, Paul Gilmore, Fred Schildkraut and Ann Striker.

D. Maintenance

Larry Engel summarized the report of the October meeting ([Attachment C](#))

The Board and MC received a request from the Owner of Lot 131 to either radically prune or remove trees in the common area behind Lots 132-3 & 4. The board visited these properties as well as Lot 130 to evaluate this request. ([Attachment D](#))

There was discussion about common area trees and who can request trimming or removal. Attachment 7.8 of the Owners Handbook states:

- 1) the Owner whose property abuts the tree should make the request.
- 2) If the tree abuts other homeowners each of them will need to be a counter party to the request.
- 3) request to remove a tree or other vegetation cannot threaten erosion.

Section 5.2 of Article V of the CC&Rs states: "all trees and other vegetation planted on existing Common Areas shall be kept trimmed by the Association to a height which will not materially interfere with views from neighboring building sites".

The board agreed that any requests not conforming to Attachment 7.8 will be reviewed and acted upon by the Architectural Committee. Appeals are to be directed to the Board for review. Larry Engel volunteered to communicate the board's decision to the Owner of Lot 131.

There was discussion concerning work the board would like to see completed by AAA Landscape in 2011. Larry Engel asked for a listing so that he can present it to the committee. The secretary was instructed to prepare this list as soon as possible since the Treasurer will need cost estimates to complete this work prior to the December 10 board meeting.

3 CONTINUING BUSINESS – None

4 NEW BUSINESS - None

5 ADJOURNMENT

The meeting was adjourned at 4:15 PM. The next board meeting is scheduled for Thursday, December 8 at 1:30 PM at 1773 W Sonoran View Drive.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ATTACHMENT A

11/4/2011
Cash Basis

San Ignacio Vistas Inc.
Assets Liabilities and Fund Balances
As of October 31, 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
ASSETS			
Current Assets			
Checking/Savings			
130 · COMMERCE SAVINGS	258		
120 · COMMERCE CHECKING	<u>19,757</u>		
Total Operating Fund	<u>20,015</u>		
1502 · COMMERCE RESERVE		95,149	
1501 · COMMERCE - 92,000 CD		92,101	
1500 · COMMERCE - 50,000 CD		50,247	
1100 · WELLS FARGO - MMF		1,888	
1200 · WELLS FARO - CD		<u>75,000</u>	
Total Reserve Fund		<u>314,385</u>	
TOTAL ASSETS			<u><u>334,400</u></u>
 FUND BALANCES			
300 · Operating Fund	<u>20,015</u>		
3000 · Reserve Fund		<u>314,385</u>	
Total Fund Balances			<u><u>334,400</u></u>

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

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
REVENUE			
400 - Assessments	102,600		
410 - Transfer and Document Fees	1,200		
420 - Operating Fund Interest	278		
4200 - Reserve Fund Interest		3,217	
Total Revenue	104,078	3,217	107,295
EXPENDITURES			
Operating			
Maintenance			
500 - Landscape	19,938		
503 - Utilities	616		
505 - Other	1,138		
Total Maintenance	21,692		
4201 - Reserves - Misc (Reserve Study)		810	
Administrative			
510 - Contract Service	8,000		
511 - Board	463		
512 - Legal	650		
513 - Communications			
513.1 - Computer and Internet	718		
513.2 - Telephone	862		
513.3 - Office Supplies	88		
513.4 - Printing/Reproduction	1,259		
513.5 - Postage/Delivery	254		
513.6 - Record Storage	385		
Total 513 - Communications	3,566		
Total Administrative	12,679		
Other Operating			
520 - Audit and Accounting	30		
521 - Insurance	3,068		
522.2 - GV Council	1,254		
523.1 - Taxes - Property	29		
523.2 - Income Tax Payment	(4,223)		
523.3 - Arizona Corporation Fee	10		
523.4 - Contingency	61		
Total Other Operating	229		
Total Expenditures	34,600		34,600
Total Operating Fund Revenue	104,078		
Less Operating Fund Expenditures	(34,600)		
Reserve Allocation	(50,400)	50,400	
Excess Revenue	19,078		
Total Reserve Fund Revenue		52,807	
Total Reserve Fund Expenditures			
Excess Revenue			
Beginning Fund Balances	944	261,571	262,515
Ending Fund Balances	20,022	314,378	334,400

FINANCIAL ADVISORY COMMITTEE
RECOMMENDATIONS TO THE SIV BOARD
Meeting – November 7, 2011

Attendance: Gary Powers, Terry Arnholt, Marianne Bishop, Joyce Bulau, Jim Chervenka, Gary Ebbesen, Larry Engel, Bob Ferrier and Kerm Jensen

Gary Powers, chairman, opened the meeting by thank Bob Christensen, and Jim Chervenka for the endless hours they volunteered to update the Reserve Study. Their combined effort continues to play a major role in the success of our community.

Action taken at the meeting follows:

1. The maintenance committee gave an overview of the updated plan. They have allocated \$9764 for Crack Seal in February and \$32152 to Seal Coat in late April or May of 2012.
2. The operating budget for 2012 was presented by the treasurer as well as a projection of dues requirements to fund both an operating budget and the current reserve plan to 2047.
3. A vote was taken to increase dues for 2012 by \$5.00 for a total of \$455. Passed: 4 yes, 1 no (Larry Engel), 1 abstain (Jim Chervenka). The Chairman, President and Secretary did not vote.
4. The committee recommends that the board instruct the maintenance committee to work with Association Reserves to develop a complete assessment of the entire perimeter of the common area to determine what steps can be taken to avert erosion. A pro-active approach should require less funds than repairing erosion damage when it occurs.

Note: It was noted that the reserve plan contained no funding for preventative measures and in 6 years (2004-10) the association spent approximately \$55000 to either mitigate or repair erosion damage.

ACTION AT BOARD MEETING:

Marianne Bishop read the report for Chairman Powers.

A MOTION was MADE by Paul Gilmore SECONDED by Joyce Bulau and unanimously PASSED accepting the recommendation of the Financial Advisory committee to set a 2012 Dues Assessment of \$455
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A MOTION was MADE by Joyce Bulau SECONDED by Marianne Bishop and unanimously PASSED accepting the recommendation of the Financial Advisory committee to instruct the maintenance committee to identify a person qualified to conduct a study of water flow patterns within the Association in order to take a pro-active approach to avert erosion.

ATTACHMENT C

In regards to a letter that I received from Michael Eman of 5007 S. Gloria View Court, where he request the removal or radical pruning of trees that are located in the common area or county property.

On Nov. 9th I did a personal visit with homeowners on each side of the Emans property and the following are comments that were made to me concerning the trees in question.

#1: Lot 133 - 5023 Gloria View Court - Jim and Nancy Thomas

I took pictures of the trees and we discussed the request the board had received. They do not want the trees trimmed or removed. They like the fact that they have birds and other animals that visit and they feel it cuts down on the road noise from highway 19. They noted that these trees were cut back years ago into more of a bush shape and at that time they also did not want this done, but it was done with the board's approval. Jim noted also that these trees were in full growth when the Emans' purchased the property, so they were fully aware of their possible view at that time.

2: Lot - 5015 Gloria View Court


The Horns are not living in the property at this time, but their son and his wife have visited and intend to keep the home in the family. Jim Thomas has a key and watches over the property for the Horns. He allowed me to go into the backyard and take pictures of the view and trees from this yard. Mr. Thomas noted that the Horns were upset the last time this subject was brought up. They also did not want the trees removed. And said that he could contact Mr. Horn if I needed to hear it from him.

#3: Lot 130 – 4999 Gloria View Court – Bob and Georgia Puttock

I spoke with the Puttocks and they allowed me to visit their backyard and take picture of their view of the trees and mountains. Their comments were, No we do not want the trees removed, and they like the view just fine and have more concerns with high weeds in the common areas. Since they are the home just north home from the Emans' their view is about the same as the Emans have.

Additional comments I received were; the Emans have a metal cactus in their backyard that has strings of LED lights on it that burns all night and affects the neighbor's dark sky viewing. Also they have many pots setting on the common brick walls that surround their property, some with plants other empty.

After my viewing all the neighboring properties, and speaking with them. I do not feel that we should do anything about the trees.!! I think that they are also helping to stabilize the hillside.



Joyce Bulau – President

San Ignacio Vista HOA

October 30, 2011

San Ignacio Maintenance Committee
San Ignacio Vistas Inc.
P.O. Box 1150
Green Valley, AZ 85622-1150

Dear Board and Maintenance committee:

Please accept this attachment to Form 7.8.

This my request for the radical pruning or removal of trees in the common area as described on the submitted form 7.8.

Approximately two years ago I and several neighbors to the North of me on Gloria View Ct. requested pruning or removal of these trees. To date there has been no action taken on these trees and they block our view to the South/South East.

While these trees do not abut my lot as listed on form 7.8, they severely impact my view which is in violation of Section 5.2. of the C.C. & R's. I have also included a picture taken from my patio of the trees in questions. Two years ago Secretary Bishop took pictures of these same trees from our patio. If you compare the pictures you will plainly see that as time passes the view will be further impacted from a negative perspective.

Thank you in advance for your consideration in this matter. As I will be in Green Valley for some time, please send your response, by my request, to my Green Valley address.

Respectively submitted.



Michael A. Eman
5007 S. Gloria View CT.
Green Valley, AZ 85622

ATTACHMENT D

MAINTENANCE COMMITTEE MEETING
October 19, 2011

Location: 4831 S. Prairie Hills Drive

Time: 9:30 AM

Co-Chairman Gary Ebbesen called the meeting to order. Those in Attendance were: Larry Engel, Claude Nance, Dave McCracken.

Jim Chervenka was also there to present the budgetary bids for the upcoming street maintenance.

Gary Ebbesen read the minutes from the April meeting and they were approved.

Claude had a concern that AAA may not be working the full 4 hours. It was explained that the 4 hours includes travel time from their home location as well as travel time to the dump to get rid of the thrash. It was agreed that Claude would monitor AAA for the next 3 weeks to see how much is accomplished in the two 4 hour days that AAA is here. Claude will give a report on his observations before the MC will request that more hours be added to AAAs work schedule and more dollars are added to the budget.

Claude also mentioned that the palm trees at the front entrance need to be trimmed up. This is needed to make the Christmas decorating easier. Larry will get some bids to do this work.

Jim Chervenka gave an overview of the 5 bids received for street maintenance. All bids received were pretty much within the same price range as well as method of work. Jim also provided pictures of some alligating and cracking within the subdivision. The 6 vendors did not seem to be concerned with this and indicated that maintenance could probably be put off for awhile. Based on this information the MC made the recommendation that crack sealing be done in or about February 2012 and seal coating be done in or about May 2012. This is the optimum time to do both of these projects. It was also recommended that any street maintenance be put off until 2015 unless needed sooner.

Jim and Larry will provide the necessary update cost information and timing for the reserve plan.

Larry indicated that tree trimming would again be done in December. Larry will get the needed bids to do this work and schedule accordingly.

The next meeting will be held on November 16th at 4919 S. View Ridge Drive at 9:30AM.

There being no further business meeting was adjourned at 11:30 AM.

Submitted by: Gary Ebbesen, Co-Chairman