

Final Report and Recommendations

Common Area Long Range Plan

San Ignacio Vistas, Inc. HOA



August 31, 2013

THIS RECOMMENDATIONS STARTING ON PAGE 3 WERE VOTED ON BY THE BOARD AT THEIR OCTOBER 10, 2013 MEETING. SEE MEETING MINUTES OF THAT DATE.

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San Ignacio Vistas, Inc. HOA

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Final Report and Recommendations
Common Area Long Range Plan
San Ignacio Vistas, Inc. HOA

“You can please all of the people some of the time, and you can please some of the people all of the time, but you cannot please all of the people all of the time.”

1. Introduction and Background

The purpose of this report is to summarize the work, findings, and recommendations of the SIVHOA Common Area Long Range Plan Sub-committee. The Sub-committee was chartered by the SIVHOA Board in February, 2013. The purpose of the Sub-committee was to develop a long range plan that would provide landscape solutions for HOA common areas. The Plan would provide guidance for a minimum of ten years, and would address issues that have challenged the HOA for a number of years. The original Sub-committee guidance from the Board was documented in the Minutes of the Annual Meeting of Homeowners dated February 19, 2013 which was communicated to all residents. The Sub-committee (see Appendix A) was formed in March, 2013 and was tasked to provide recommendations to the Board by the end of August, 2013.

2. Methodology

SIVHOA contains 228 lots. Within that population there is significant difference of opinion among residents on how various aspects of the common areas should be managed. In addition, a number of issues regarding common area management have never been totally resolved, resulting in their continual recurrence among residents and the Board. Often opinion, the “squeaky wheel”, or strong personalities on the Board drove direction.

Faced with these challenges, the Sub-committee determined the need to engage all residents in the process, to focus on data and information to identify long term direction, and to communicate broadly and often. The Sub-committee identified and used numerous proven tools to gather and analyze data, and then draw conclusions and recommendations from that data.

One of the tools used was an all resident survey regarding common area preferences (see Appendix B). The survey results were used extensively by the Sub-committee to guide their activities, and to provide the basis for findings and recommendations as well as all aspects of the Common Area Long Range Plan.

Other tools and methods used required the Sub-committee to obtain and use data to make decisions. Numerous sources of information and expert opinion were utilized. The results of this approach are documented in the various detailed Appendix documents.

3. Key Findings

Key findings were developed from a number of sources, and from discussions over the course of the Sub-committee's work. The most important of these were derived from an analysis of the Common Area Survey:

1. The appearance of common areas is very important to residents.
2. The presence of wildlife is preferred as long as it is not of an undesirable species (e.g. snakes, pack rats).
3. Use of dry climate landscape practices is preferred.
4. A more natural landscape approach is preferred than one that is primarily hard surface with minimal vegetation.
5. Management of common areas to preserve views is primary, but trees are acceptable if views are not impacted.
6. Control and mitigation of erosion is critically important.
7. Funding improvements via a common area specific dues increase or a one-time assessment is not acceptable, and efficient cost management should be a priority.
8. Spraying and/or removal of noxious or undesirable weeds are a priority.
9. Although there are some differences in survey responses street-to-street, they were less than anticipated and the variation is not statistically large.
10. It is important for residents to have their views acknowledged and understood.

The above ten Key Findings provided the foundation for much of the Common Area Long Range Plan: Core Values, Vision, Mission, Strategies, Objectives, and Initiatives (see Appendices C and D). Note that many of these findings were consistent with past surveys.

Additionally, the Sub-committee identified a number of known and possible causes for why past efforts to address common area issues and planning were not successful (see Appendix E). The Sub-committee identified solutions for each cause, and implemented strategies to ensure, within their ability to control, that the past failures were not repeated.

NOTE: THE FOLLOWING RECOMMENDATIONS WERE PRESENTED TO THE BOARD AT THE OCTOBER 10, 2013 BOARD MEETING AND ALL EXCEPT #13 WERE ACCEPTED UNANIMOUSLY.

4. Recommendations

Below are listed the Recommendations by the Sub-committee. They are grouped in the following categories:

- Policy
- Common Area: Landscape & Vegetation
- Common Area: Structures
- Common Area: Erosion Mitigation and Control

The Recommendations must be reviewed and evaluated within the context of an integrated Plan. Accepting some of the Recommendations while rejecting others may lead to a dis-jointed Plan with less than desirable outcomes. If the Board has issues with any of the Recommendations, it is suggested that these objections be reviewed with the Sub-committee. The Sub-committee may then recommend modifications that will ensure that Plan is adjusted, but is still maintained as an integrated document.

<u>Policy Recommendations</u>	
1.	<p>Owner requests to trim trees immediately behind or next to their lot to maintain homeowner views should be denied, and the offending tree should be removed and the area treated with suitable chemicals to retard re-growth. Upon removal, the Landscape Sub-committee should schedule installation of a suitable replacement plant from the Approved Plant List. The only trimming allowed on these trees is annual removal of sucker growth.</p> <p><u>Rationale:</u> The type of mesquite and acacia planted in SIVHOA grow very fast and very large. They have continually interfered with resident views, even when “topped” annually. The height and growth attributes are inconsistent with the majority of residents’ desire to maintain views. Annual trimming is costly (approximately \$100/tree), and the topped trees are not aesthetically pleasing. Trees will no longer be topped. Tree removal will cost \$300-550 (cut, haul, clean area, grind stump, and treat area to retard new growth). A replacement plant (5 gallon size) will cost approximately \$30 installed. The above costs are as of August, 2013.</p>
2.	<p>Trees at the entrance from Camino del Sol and along Camino del Sol, Sonoran View Drive, and Vista Ridge Drive should be thinned and trimmed to maintain healthy growth and to remove “suckers” and damaged branches. The trees should no longer be “topped”. The trees along Sonoran View and Vista Ridge Drive should only be removed if they are damaging homeowner or HOA property, or if a view complaint is received (then, see Recommendation 1.). No trees should be removed from HOA property along Camino del Sol. When trees are removed, the Landscape Sub-committee should schedule installation of a suitable replacement plant from the Approved Plant List.</p>

	<p><u>Rationale:</u> The trees in the above areas generally do not cause view issues, and they lend an aesthetically pleasing look to the neighborhood. The trees should be trimmed in a manner to enhance their look, appeal, and health. It is the opinion of the Sub-committee that it is in the best interest of the subdivision to retain and maintain these trees.</p>
3.	<p>Arrangements whereby the HOA is providing landscaping services on homeowner property should be terminated upon:</p> <ul style="list-style-type: none"> • Death of the last remaining homeowner. • Change of ownership due to sale of the property or transfer to another owner. • Use of the property as a rental. <p>The HOA should immediately communicate the policy change to any affected homeowners. Three exceptions are:</p> <ol style="list-style-type: none"> Lot 26: There is evidence of a documented agreement between the homeowner and the developer to maintain the land which is behind the Lot 26 rear wall as per HOA common area maintenance practices in perpetuity. Lots 20 & 39: Areas of these lots adjacent to the entrance to the HOA at Camino del Sol and Vista Ridge Drive to be maintained by the HOA as permitted by home owner easement or written permission. Common area designated PE per the Common Area Designation Acreage Inventories on Page I-3 of Appendix I, which will be maintained by the HOA up to a maximum of ten feet outside the walls. <p>The HOA should not enter into any new agreements to maintain private lands.</p> <p><u>Rationale:</u> While perhaps done with the best of intentions, HOA agreements to maintain private property are arbitrary and subjective. There are homeowners who have portions of their property which look like common area, and would like to have it maintained by the HOA but have been told no. Other homeowners have expressed concern that a portion of their dues is being used to maintain private property. Consistency and fair homeowner relations require that the HOA stop maintaining any private property not included in exceptions a. through c. above. Exception a. is acceptable due to legal precedent, b. is to ensure a pleasing HOA entrance at all times, and c. is to promote perimeter fire-safe practices for the entire community. It should be noted that there has been erosion control done by the HOA on private lands, especially along Camino del Sol south of Vista Ridge Drive. This should not be construed by either the HOA or the homeowners as a precedent for future responsibility by the HOA for these areas of private land. The HOA will maintain common area lands in a responsible manner. Private land owners must be responsible to maintain portions of their lots that lie outside their walls and that abut either HOA common areas or other ownership. It may be necessary to remind home owners of this responsibility and HOA policy.</p>

4.	<p>The Board will require that the Landscape Sub-committee submit an update to the Common Area Long Range Plan annually, and that the Sub-committee submit a detailed Annual Landscape Plan. The Annual Landscape Plan will include budget submissions in the following categories:</p> <ul style="list-style-type: none"> • annual maintenance contract, • plant replacement, • tree trimming and removal, • landscape repairs and erosion, • maintenance of structures (e.g. walls by parking areas, railings, entrance monuments, parking area posts, etc.), and • noxious weed treatment. <p>The budget submission will be accompanied with sufficient line item detail to explain why each budget dollar amount is required. The Board is to include the updated and approved Common Area Long Range Plan and Annual Landscape Plan in the HOA budget and plan for that year. (See sample one and ten year budgets in Appendix F.)</p> <p><u>Rationale:</u> The Landscape Sub-committee is in the best position to develop budgets and plans for assigned elements of the common areas. Also, the Board has the responsibility to ensure year-to-year continuity of the Common Area Long Range Plan. Management of the common areas is a long term challenge, and the Plan has been structured to address this need.</p>
5.	<p>The Chair of the Landscape Sub-committee shall provide a progress report to the Board at each Board meeting either verbally or in writing.</p> <p><u>Rationale:</u> Periodic reporting will ensure that issues affecting progress to the Plan are known and can be addressed by the Board</p>

<u>Common Area: Landscape & Vegetation Recommendations</u>	
6.	<p>The surface area of the internal and external common areas that is unimproved soil and rock will remain as is. Those common areas which are already covered with landscape rock will continue to be maintained in that surface.</p> <p><u>Rationale:</u> Most residents preferred this approach based on survey results. Also, conversion to a more improved (i.e. addition of landscape rock to internal common area acreage and less plant density) would be very costly. One estimate places the conversion in the range of \$300,000 – \$400,000 for site preparation and installation ... approximately \$1,400 - \$1,800 per lot. Additionally, numerous studies have shown that</p>

	<p>a rock landscape approach can contribute to elevated retained temperatures of 10 to 20 degrees F. in summer months. Based on review of several neighborhoods with decorative rock landscapes, there is no cost advantage to maintenance costs. The above costs are as of August, 2013.</p>
7.	<p>The common areas will be populated with drought tolerant, primarily native plants that will not cause view issues, will require minimum maintenance, will provide color and texture, and will not require supplementary water after the start-up period. The only plants that may be placed in the common areas are those on the Approved Plant List (see Appendix G). A recommended set of planting guidelines is also included in Appendix H. Removed plants will be replaced with another as soon as practical, and new plants will be added to achieve a target density of approximately one major plant every ten feet on center. Removal of some large plants may require temporary erosion mitigation until new plants are established. The actual positioning and placement of plants will be determined by the Landscape Sub-committee for each targeted area depending on existing plant growth, species of plants chosen, terrain, etc. The presence of native grasses and smaller native perennials will be encouraged.</p> <p><u>Rationale:</u> Most vegetation other than native plants requires significant supplementary water. The only practical method of supplemental water delivery is via drip irrigation. The SIV irrigation system is old and would likely require replacement. The HOA would be burdened with not only the installation cost, but ongoing maintenance and water charges. Native plants are uniquely adapted to our climate, and generally do very well once they are established. The Approved Plant List contains plants that have been selected for desirable attributes and lowest life cycle cost. No plants other than on the Approved Plant List may be planted, and no plants may be installed unless the recommended planting guidelines are followed to ensure survivability.</p>
8.	<p>Develop and update annually a Noxious Weed Management Map that shows the location of weed infestations, and documents when and how specific areas were treated. Fund aggressive, yearly noxious weed treatment in the annual landscape budget.</p> <p><u>Rationale:</u> Noxious weeds will displace desirable plant species, and in some cases cause a threat of wildfire (e.g. Bufflegrass) if not aggressively managed. Although most species cannot be eliminated, they must be controlled via annual treatment programs.</p>
9.	<p>Develop and follow a vegetation and grounds Maintenance Schedule by Common Area Designation for implementation by landscape and tree contractors (see Appendix J). For each common area type and location will be identified the type of maintenance, its description, and its frequency.</p> <p><u>Rationale:</u> Most ongoing maintenance is repetitive. The decisions on what, how, and</p>

	when should be established annually prior to the budget cycle, and used for obtaining maintenance quotations and providing work direction in writing to contractors. The Schedule should be used by the Landscape Committee as an annual checklist to ensure that desired maintenance activities are being scheduled and performed.
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<u>Common Area: Structures</u>	
10.	<p>All entrance monuments, railings, parking area walls, and parking area barrier posts are to be inspected each October, and required repairs documented, quoted, and included in the next year's Landscape Budget submission.</p> <p><u>Rationale:</u> These structural items need to be maintained for visual appearance and safety compliance. Some of the items are presently in poor repair and work will be required as funds are approved.</p>
11.	<p>The monument high on the common area hill at the intersection of the west I19 frontage road and Calles Tres should be left in place.</p> <p><u>Rationale:</u> Removal of the monument would be costly and would likely result in increased, localized erosion. Per Recommendation 10. It would be inspected annually and maintained as required.</p>
12.	<p>Annually inspect all utility boxes for unacceptable condition (e.g. rusted, damaged, etc.) and request that the responsible utility replace or repair non-complying units.</p> <p><u>Rationale:</u> While utility boxes are not owned by the HOA, they are on easements granted by the HOA, and if in poor condition can detract from the subdivision's appearance. The utilities should be held to the same appearance standards as the HOA and its homeowners.</p> <p style="text-align: center;">VOTE 2 YES 2 NO - TABLED</p>

<u>Common Area: Erosion Mitigation and Control</u>	
13.	<p>Identify, map, and rank the criticality of all erosion areas (from the WestLand Resources, Inc. engineering study and the Common Area Inventory). Budget for correction of the most critical areas in the annual Landscape Plan. Document actions taken, and log new areas of concern from twice annual inspections. See Appendix K. for a recommended Erosion Plan and Log.</p>

	<p><u>Rationale:</u> If left unaddressed, erosion will endanger HOA and homeowner lands and structures. Critical erosion areas must be managed aggressively.</p>
14.	<p>Inspect all common areas for erosion issues in March and September each year (pre and post monsoon season). Findings should be logged in the Erosion Plan Log (see Recommendation 13.).</p> <p><u>Rationale:</u> Areas of erosion must be continually identified, documented, and prioritized for action.</p>
15.	<p>Identify best practice erosion prevention solutions, and develop a time-phased and costed plan for ongoing implementation. Findings should be reported annually to the Board along with the Landscape Plan and Budget submission.</p> <p><u>Rationale:</u> The old adage of “an ounce of prevention is worth a pound of cure” is very relevant to the topic of erosion control and mitigation. The Landscape Committee should be continually researching better ways to manage erosion, and should be critically reviewing the success of past implementation. By doing so, the integrity of the common area and the costs for erosion control can be optimized.</p>

5. Board Response and Next Steps

The Common Area Long Range Plan Sub-committee has completed its assignment by delivery of this Final Report and Recommendations to the SIV Board. One of the critical next steps is to put in place a standing Landscape Sub-committee to perform long term execution of the Plan.

It is the responsibility of the Board to critically review all aspects of Final Report and Recommendations, and to prepare questions or concerns for consideration by the Sub-committee. The Sub-committee is available with reasonable notice to meet with the Board to attempt resolution of any concerns. The Board is encouraged to act swiftly, as many of the recommendations contained herein should be included in the HOA planning process for 2014.

Next steps include:

- a. The Board reviews the Final Report and Recommendations by September 18, 2013 , and provides specific feedback to the Sub-committee by September 19, 2013.
- b. The Sub-committee responds to Board feedback during a working session with the Board to be held September 19, 2013.

- c. The Sub-committee provides a response to the Board on any clarifications or questions from the September 19 meeting by September 26, 2013.
- d. The Board adopts as is, adopts with revisions, or rejects the Final Report and Recommendations at its October, 2013 Board Meeting.
- e. The Common Area Long Range Plan Sub-committee is disbanded.
- f. The Board fully staffs the Landscape Sub-committee and names a Chair by its October, 2013 Board Meeting.
- g. The Board hands over the Landscape Plan to the Landscape Committee for ongoing execution by October 31, 2013. Members of the Common Area Long Range Plan Sub-committee not on the Landscape Sub-committee are available for consultation to assure a solid transition.
- h. The Landscape Sub-committee begins managing the common areas according to the recommendations, findings, plans, and tools contained in this Report and its Appendices.

It is absolutely critical that steps a. through h. are executed in a timely fashion to ensure that the benefits from the Plan are realized.

6. Summary

SIVHOA has been in existence for nearly seventeen years. To ensure that the subdivision maintains its attractive appearance and desirability, the common areas need to be rejuvenated. Other than regular maintenance and some volunteer effort to plant vegetation, little has been done to enhance the attractiveness of the area for many years. Numerous plants have been removed due to age or undesirability. As a result, many parts of the common area are void of vegetation, and much of the remaining vegetation is not very attractive. Erosion has been and is continuing to be a critical issue. In addition, there has been ongoing controversy about views, tree removal, and tree trimming.

The intent of this Final Report and Recommendations is to address the state of the common areas for the long term. Managing landscapes is not a year-to-year exercise. At a minimum the time horizon should be ten years. The Plan framework, the individual Recommendations, and the Tools contained in this report support that objective in a disciplined and cost effective manner. The Common Area Long Range Plan Sub-committee strongly recommends that this report and its recommendations be accepted and approved in its entirety by the SIVHOA Board.

Appendix A: Sub-committee Structure and Organization

The Sub-committee included the following residents:

Carolyn Andersen
Barry Bishop
Jerry Bodmer (Facilitator)
Margaret Grost
Jane Hilsenhoff
Eileen MacLaren
Bob Puttock
Georgene Sorenson
Don White

The Sub-committee reported back to the SIVHOA Board through the Maintenance Committee Chair, Ann Striker.

Sub-committee meetings were held a minimum of twice monthly. All meetings were supported with agendas, and all meeting results were documented via minutes. In addition to scheduled meetings, numerous discussions occurred between sub-committee members, with information sources, potential suppliers, experts, and with residents.

Every effort was made to keep the Sub-committee effort transparent. Progress updates were provided at each Board meeting. A project website was created and communicated to all residents. The website was used to post and share project activities, findings, and conclusions ... both in a “work in progress” and finalized form.

A facilitator with extensive experience in strategic planning, problem solving, and team leadership was utilized to assist the Sub-committee. Sub-committee member orientation and training was done to kick-off the effort, and to provide “just in time” training on the tools and approaches used by the team.

Appendix B: Common Area Survey

San Ignacio Vistas, Inc. Homeowners Association Common Area Survey - distributed March 13, 2013

Dear Resident,

The SIV Landscape Sub-committee is working to create a Common Area Long Term Plan. The Plan will specify how our common area will be managed for a minimum of ten years. The plan will address items such as amount and type of vegetation, erosion treatment, maintenance requirements, physical improvements, and overall aesthetics. It is extremely important that the Plan considers the preferences and needs of SIV residents.

To ensure that your preferences are included in the planning process, you were asked to complete a survey on various attributes of our common areas. You responded by completing and submitting 169 surveys ... over 74% of all residents. The following several pages summarize the survey results. Note that **adjacent to each survey question is the percentage of all responses that were Strongly Disagree/Disagree, Neither Agree Nor Disagree, and Agree/Strongly Agree.**

In addition to the above responses, over 100 written comments were received. Although not posted on the website, a copy is available for your review if you are interested. Please contact Jerry Bodmer at jlbodmer@gmail.com with your request.

The survey data has been a valuable tool in the Sub-committee's effort to develop a Common Area Long Range Plan. The members thank you for your help and support. We hope that you find the survey results interesting and informative. If you have any questions, feel free to contact one of the Sub-committee members.



Carolyn Andersen
Barry Bishop
Jerry Bodmer
Margaret Grost
Bob Puttock
Georgene Sorenson
Don White

Note: Although not shown, Question 5 was not omitted. During the process of survey revisions an error was made in the renumbering of the questions. The data for all questions is included in the survey.

Rev 1, 4/15/2013

San Ignacio Vistas, Inc. Homeowners Association
Common Area Survey - March 13, 2013

Please mark one answer for each of the following statements based on your preferences for the SIV common areas:

		Strongly Disagree	Disagree	Neither agree nor Disagree	Agree	Strongly Agree
1	The appearance of the common areas is important to me.	3.5%		5.4%	91.1%	
2	I prefer a common area that supports wildlife in the neighborhood.	21.1%		24.1%	54.8%	
3	I think that preservation of views is more important than keeping and maintaining trees that may restrict views.	26.6%		11.8%	61.6%	
4	I would pay up to 10% higher annual association dues to improve common area appearance (e.g. planting of drought tolerant vegetation, etc.).	53.6%		13.9%	32.5%	
6	I would consider paying up to a \$100 one-time assessment for common area improvements (e.g. planting of drought tolerant vegetation, etc.).	41.9%		13.2%	44.9%	
7	I prefer common area landscaping like in this picture: 	41.6%		17.5%	40.9%	
8	I prefer common area landscaping like in this picture: 	37.4%		12.3%	50.3%	

Please mark one answer for each of the following statements based on your preferences for the SIV common areas:

		Strongly Disagree	Disagree	Neither agree nor Disagree	Agree	Strongly Agree
9	Trees should be trimmed but never removed unless they are diseased or damaged.	41.7%		12.5%		45.8%
10	Minimizing the long term cost of maintaining common areas is more important to me than common area improvements.	32.7%		23.8%		43.5%
11	I prefer use of dry climate landscape practices in the common areas (e.g. no permanent irrigation, native plants, decorative rock and boulders, etc.).	8.4%		9.0%		82.6%
12	The full enjoyment of my property is influenced by how common areas are managed and maintained.	12.4%		17.2%		70.4%
13	I prefer landscape choices that do not attract wildlife to the neighborhood.	47.6%		26.5%		25.9%

14	Would you be willing to adopt a plant behind your wall such as Texas Ranger, Bird of Paradise, or other drought tolerant vegetation? The Landscape Sub-committee would install a temporary drip line from your drip system through a weep hole in the common area wall which would be removed once the plant is established.	<p>If <u>Yes</u>, please write in your name or Lot Number here:</p> <div style="border: 2px solid red; padding: 10px; margin: 10px 0;"> <p>50 homeowners (30% of respondents!) said yes.</p> </div>				
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15	This question asks you to rank your priorities for potential general common area projects. Please rank the items with 1 as your lowest priority, and 5 as your highest priority by selecting one of the boxes for each item.	<p>Lowest Priority —————> Highest Priority</p> <p>1 2 3 4 5</p>				
	a. Utilize xeriscaping : use primarily drought tolerant and native vegetation to reduce water use and reduce evaporation and run-off.	4.8%		17.6%		77.6%
	b. Spray/remove noxious weeds.	7.2%		15.0%		77.8%
	c. Remove trees that restrict views.	39.6%		12.8%		47.6%
	d. Trim trees for healthy growth and to maintain views.	13.2%		17.4%		69.4%
	e. Control and mitigate areas of erosion.	7.8%		15.1%		77.1%
	f. Utilize zero-scaping: use mostly hard surfaces, with a few plants as accent features.	55.5%		20.1%		24.4%
	g. Other (9 write in comments all ranked "5")					

Appendix C: Core Values, Vision, Mission

Core Values:

- We believe that we must manage common areas for the long term (i.e. >20 year horizon).
- We believe that it is essential to maintain the condition of common areas to positively impact property values.
- It is essential that we develop common area solutions that consider the concerns of all stakeholders (i.e. SIVHOA residents, the HOA Board, and the surrounding community).
- We support the concept of arid climate/xeriscape landscaping, including use of native low water use vegetation.
- It is essential to develop common area solutions that minimize one-time capital investment and ongoing maintenance costs.
- We must achieve and maintain a balance between maintaining views, nurturing healthy desert vegetation, landscape aesthetics, and soil stability.
- We must aggressively manage the root causes of erosion to protect the HOA lands and private property.

Vision:

“When I look at our common areas I see a Sonoran Desert landscape that is varied, beautiful, colorful, and attractive in all seasons.”

Mission:

Develop and recommend a Common Area Long Range Plan that delivers long term, sustainable improvements to SIV common areas to the benefit of SIV property owners, the SIV Board, and the community at large. The Plan will provide time-phased, total cost solutions executable by the Landscape Sub-committee for 10 years. The Plan will address known common area management issues including: land surface, plantings, erosion, views, treatment of trees, and maintenance agreements and schedules by common area type.

SIV HOA Common Area Strategic Plan (Also called a Goal Tree. The broad to specific Plan of how the Vision and Mission will be delivered.)

U	Unplanned: Initiative that has not been prioritized or planned for action.
G	Green: Active initiative that is meeting or has met planned objectives.
Y	Yellow: Active initiative that is not meeting plan, but has a recovery plan in place to meet planned objectives.
R	Red: Active initiative that is not meeting planned objectives, has no recovery plan, and meeting planned objectives is unlikely without intervention.

	Strategy	Measures	Objective Statement	Responsible	Measures	Initiative Statement	Responsible	Measures	Status Comments	U G Y R
1.	Develop a ground surface and re-vegetation model for all Common Area designations that will follow dry landscape practices.	Model ready for Board review and approval by 8/30/2013.	1.1 Identify a list of acceptable plants, planting and start-up guides, and ongoing care guides.	Landscape Sub-Committee	Complete by 7/15/2013	1.1.1 Review available publications for potential plants.	Andersen	By 5/6/2013	Complete	G
						1.1.2 Host site visits by Master Gardeners and County Extension Services to identify candidate plants.	Andersen	By 5/10/2013	Complete	G
						1.1.3 Review plant requirements with plant providers to obtain their recommendations.	Bodmer	By 6/28/13	Complete	G
						1.1.4 Select and document best plants via Plant C & E Matrix.	Bodmer	By 7/1/2013	Complete	G
			1.2 Create an ongoing re-vegetation plan.	Landscape Sub-Committee	Complete by 7/15/2013	1.2.1 Create a planting schedule (location, quantity, timing, frequency, resources) for each common area designation.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G
			1.3 Create a ground surface plan.	Landscape Sub-Committee	Complete by 7/15/2013	1.2.1 Identify desired ground surface material for each common area designation, and the actions/resources to achieve desired state.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G

	Strategy	Measures	Objective Statement	Responsible	Measures	Initiative Statement	Responsible	Measures	Status Comments	U G Y R
2.	Provide cost effective maintenance for Common Area designations according to a documented and evergreen plan.	Plan ready for Board review and approval by 8/30/2013.	2.1 Maintain monument areas to provide an inviting presence to the subdivision.	Landscape Sub-Committee	Ongoing	2.1.1 Develop an ongoing schedule for inspection, repair, and upgrade.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G
			2.2 Maintain railings and other structures for safety and aesthetics.	Landscape Sub-Committee	Ongoing	2.2.1 Develop an ongoing schedule for inspection, repair, and upgrade.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G
			2.3 Maintain ground surfaces and vegetation for aesthetics, and to minimize nuisance issues (e.g. loose plant litter, undesirable wildlife, noxious weeds).	Landscape Sub-Committee	Ongoing	2.2.1 Develop a periodic maintenance schedule by Common Area designation for implementation by landscape and tree contractors.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G
						2.2.2 Develop a policy recommendation for trimming or removal of view restricting vegetation in Common areas.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G
						2.2.3 Provide recommendations to address special maintenance agreements between the HOA and individual home owners.	Bodmer	By 7/15/13	Draft in progress and under Sub-committee review.	G

	Strategy	Measures	Objective Statement	Responsible	Measures	Initiative Statement	Responsible	Measures	Status Comments	U G Y R
3.	Aggressively eliminate erosion to protect HOA and home owner assets.	Plan ready for Board review and approval by 8/30/2013.	3.1 Eliminate 50% of the known erosion areas by the end of 2014.	Landscape Sub-Committee	Recommend by 8/30/2013; progress report by 11/2014	3.1.1 Identify, map, and rank the criticality of all erosion areas (from the engineering study and Common Area Inventory).	Bodmer	By 8/5/13		G
				SIV HOA Board	Respond to plan by 11/2013	3.1.2 Develop a time-phased and costed plan to address most critical areas first.	Bodmer	By 8/5/13		G
			3.2 Reduce the number and severity of new erosion areas.	Landscape Sub-Committee	Ongoing	3.2.1 Create a quarterly erosion inspection schedule for all common Area surfaces.	Bodmer	By 8/5/13	Draft in progress and under Sub-committee review.	G
				SIV HOA Board		3.2.2 Identify best practice erosion prevention solutions, and a time-phase and costed plan for ongoing implementation.	Bodmer	By 8/5/13		G
4.	Ensure the continuity and evergreen nature of the Common Area Long Range Plan.		4.1 The Plan will be continuously reviewed by the Landscape Sub-committee.	Landscape Sub-committee	As documented in Sub-committee minutes	4.1.1 Progress to initiatives will be reviewed and updated at each meeting.	Landscape sub-committee Chair	Monthly or at each meeting as documented in minutes.		U
						4.1.2 The overall plan will be reviewed twice annually; an updated Plan will be provided to the HOA Board annually.	Landscape Sub-committee Chair	Documented in minutes and via updated report to the SIV HOA Board.		U
			4.2 The Plan will be included in the annual HOA plan and budget.	SIV HOA Board	Annually in Planning Process as documented in minutes	4.2.1 Ensures that the updated Common Area Plan is included in HOA annual planning and budgeting.	SIV HOA Board President	Documented in minutes and via annual meeting communications to all residents.		U

Appendix E: Failure Modes of Past Similar Projects

Known Failure Modes

Item	Failure Mode	Team Ability to Solve	Solution
1a	Differing and hidden agendas on the Board.	No Control	Educate Board members regarding their responsibilities, and provide data-driven and survey-driven recommendations.
1b	Board president totally against cutting down any trees.	Influence	Provide data-driven and survey-driven recommendations with a compelling call to action.
1c	Board politics.	Influence	Educate Board members regarding their responsibilities, and provide data-driven and survey-driven recommendations.
2	The Board president did not want to offend anyone so no decision was made.	Influence	Push hard for a formal vote and response to recommendations from the entire Board.
3	Lack of Board support.	Control	Provide a clear plan and data driven recommendations with a compelling call to action. Continually communicate with the Board regarding progress and issues.
4a	Unclear outcome of Board action/inaction.	Control	Push hard for a formal vote and response to recommendations from the entire Board.
4b	No agreement.	Control	Push hard for a formal vote and response to recommendations from the entire Board.
5	Homeowner demands.	Influence	
6	"It has always been this way."	Influence	
7	No comprehensive plan.	Control	The Team is responsible to deliver a clear plan and data-driven recommendations with a compelling call to action.
8	Lack of volunteers.	Influence	Provide a good case for the benefits of project.
9	Lack of proper supervision.	Influence	Educate Landscape Sub-committee Chair and members regarding plan and duties.

Possible Failure Modes

Item	Failure Mode	Team Ability to Solve	Solution
1a	Lack of funds. (2)	Influence	Make a clear case in the plan for the benefits and costs of proposed actions.
1b	Concern that once project is started costs will continue to grow beyond estimates.	Influence	See solution to 1a.
1c	The economy has been rough on many and they just cannot afford higher dues.	Influence	See solution to 1a.
1d	Homeowners unwilling to pay more dues to maintain trees.	Influence	See solution to 1a.
1e	Added cost to homeowner: increased dues, one time charge.	Influence	See solution to 1a.
2a	No clear agreement on “natural” or “groomed” approach.	Control	Common Area LRP must define each approach and benefits and total costs of each over the plan duration.
2b	Lack of information about plants, trees, erosion, etc.	Control	Reach out to expert sources (e.g. Master Gardeners, Pima county Extension, plant growers) to gain this knowledge.
3a	Poor planning.	Control	Provide data-driven and survey-driven recommendations with a compelling call to action. All recommended actions must be costed and time-lined.
3b	Poor communication – not understanding meanings.	Control	See solution to 3a.
3c	Poor data to support recommendations.	Control	See solution to 3a.
3d	Unclear recommendations as to 1) actions needed, 2) timeline.	Control	See solution to 3a.
4a	Part time residents don’t really care.	Influence	Continually engage all homeowners via e-mails, project website, and “walk-around” conversations.
4b	Some people just don’t complain until something affects them – they don’t fill out surveys.	Influence	See solution to 3a.
5	Board member personal agendas.	Influence	Educate Board members regarding their responsibilities, and provide data-driven and survey-driven recommendations.
6a	Inability to settle tree issue (before considering anything else).	Control	Provide data-driven and survey-driven recommendations with a compelling call to action. Trees will be addressed as part of the plan.
6b	Trees vs. no trees.	Control	See solution to 6a.
7	Preparation of Board members.	Control	Educate Board members regarding their responsibilities, and provide data-driven and survey-driven recommendations.

Appendix F: Sample Landscape Budget

(Note that the \$ and Descriptions in the following sample budgets are illustrative only and are provided only to show how the budget should be documented and submitted to the Board. None of the entries shown are to be construed as documented estimates for actual projects. **However, the spending levels are presented as appropriate to complete needed work over the ten year planning horizon.**)

Annual Detailed Landscape Budget

Budget Category	2014 Annual \$	Description
Annual Maintenance Contract	26,572	Regularly scheduled trimming, clean-up, vegetation removal, weed control, etc. per contract.
Plant Replacement	2,100	Plant 70 plants at \$30/plant per the attached New Planting Location Map.
Tree Trimming and Removal	4,500	Allows for removal of 6 trees (@\$450 ea.) and trimming of 12 trees (@ \$150 ea.).
Landscape & Erosion Repair	46,539	- \$14,636.44: Erosion Project 1.a. - \$7,699.92: Erosion Project 1.b. (50% HOA resp.) - \$4,000.00: Erosion Project 2. - \$1,675.00: Erosion Project 6. - \$ 15,027.75: Erosion Project 9. - \$3,500: Miscellaneous erosion projects. - Assumes Erosion Projects 7. and 8. are completed in 2013.
Maintenance of Structures	2,000	- \$1,000: Re-coat all metal railing. - \$1,000: Repair damaged reflective tape on parking area barrier posts and repaint black paint on same.
Noxious Weed Treatment	3,000	40 hours of commercial spraying of Buffleggrass, Desert Broom, and Broom Snakeweed per Weed Management Map.
2014 Total	\$84,711	

Typical Attachments:

1. Maintenance contract with Felix Landscaping.
2. New Planting Location Map.
3. Quotation for delivery and installation of plants in 5 gallon containers.
4. Quotation for installation of additional landscape rock to monument area at Camino del Sol/View Ridge Drive entrance.
5. Quotation for erosion projects.
6. Quotation for painting railings and taping/painting barrier posts.
7. Quotation for noxious weed spraying.
8. Current Weed Management Map.

Ten Year Landscape Planning Budget

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Annual Maintenance Contract	26,572	27,369	28,190	29,036	29,907	30,804	31,728	32,680	33,661	34,670
Plant Replacement	2,100	2,163	2,228	2,295	2,364	2,434	2,508	2,583	2,660	2,740
Tree Trimming and Removal	4,500	4,635	4,774	4,917	5,065	5,217	5,373	5,534	5,700	5,871
Landscape & Erosion Repair	46,539	55,000	55,000	10,000	5,000	5,000	5,000	5,000	5,000	5,000
Maintenance of Structures	2,000	0	2,100	0	2,300	0	2,400	0	2,500	0
Noxious Weed Treatment	<u>3,000</u>	<u>3,090</u>	<u>3,183</u>	<u>3,278</u>	<u>3,377</u>	<u>3,478</u>	<u>3,582</u>	<u>3,690</u>	<u>3,800</u>	<u>3,914</u>
Year Totals	84,711	92,257	95,475	49,526	48,012	46,933	50,591	49,487	53,322	52,196

Notes:

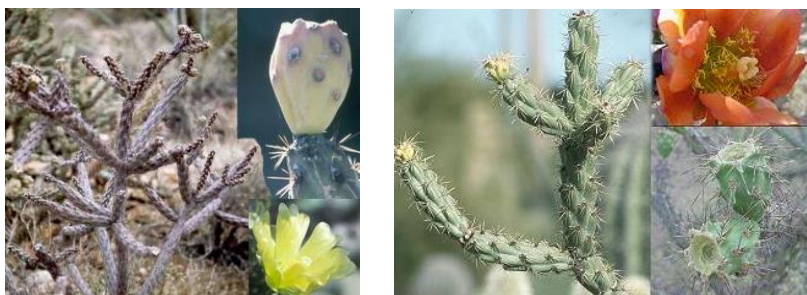
1. Inflation is assumed to be 3.0% annually.
2. Landscape & Erosion Repair are not inflated. Aggressive expenditures 2014 through 2017 are for projects detailed in the Westland Resources, Inc. engineering study and by the sub-committee. Remaining years' expenditures are for smaller, annual repair projects after major mitigation projects are completed. Note that Erosion Project 10 is split between 2015 and 2016.
3. Maintenance of Structures expenses follow a four year cycle: 2014 – railings and posts; 2016 – entrance monuments and parking area walls; 2018 – railings and posts; etc.

Appendix G: Approved Plant List & Planting Guidelines

Beargrass (*Nolina microcarpa*)



Buckhorn Cholla (*Cylindropuntia acanthocarpa*) or Staghorn Cholla (*Opuntia versicolor*)



Desert Spoon
(*Dasyllirion wheeleri*)



Four-wing Saltbush
(*Atriplex canescens*)



Red Yucca (*Hesperaloe parviflora*)



Jojoba (*Simmondsia chinensis*)



Long Spine Santa Rita Cactus
(*Opuntia santa-rita*)



Red Bird of Paradise
(*Caesalpinia pulcherrima*)



Rosemary (*Rosmarinus officinalis* & varieties)



Texas Ranger (*Leucophyllum* spp. & varieties)



Turpentine Bush (*Ericameria laricifolia*)



Woolly Butterfly (*Buddleia marrubifolia*)



Appendix H: Planting Guidelines

Utilizing appropriate planting and early care techniques are critical to new or transplanted plant survival. Water is the most important factor in determining whether a plant will become established. If guaranteed water cannot be made available to the following guidelines, planting should not occur. Since the SIVHOA irrigation system is not operable, "plant sponsors" who will either volunteer a drip line or volunteer to hand water for the duration of the start-up period is required. The following guidelines were provided by a Master Gardener and representative of the Pima County Extension Service:

- Do transplants after the monsoons when the soil moist and plants are the most healthy.
- Plant new plants in the fall (mid-September to mid-October).
- As a general rule, plant items with a minimum 10' spacing.
- Water new plantings to the following schedule using a probe to check moisture (after watering the probe should go down 2' for plants or 3' for bushes):
 - first week: water daily
 - second week: water every other day
 - then through fall: water weekly
 - winter: water every other week
 - January/February: water monthly
 - spring through until monsoons: water weekly
 - during monsoons: reduce watering depending on rainfall
 - post monsoon/start of second year: taper off watering/watch plant health
- New plants should be mulched, but only with natural materials like leaves, sticks, etc., but not rocks due to the heat build-up.
- Do not add non-native or non-naturally occurring soils to new plantings (they will interfere with root development).
- Form a bowl by each plant to assist with water retention, and extend the edge of the bowl to the drip line of the plant as it grows until "weaning" time is reached.

Appendix I: Acreage and Features by Common Area Designation

Designation Map:



Key to Common Area Designations on Map and Acreage Inventories:

Perimeter Areas:

1. P1- SW corner of Lot 10 to C24 at View Ridge
2. P2-View Ridge from C1 toward Frontage Road, then North to Lot 121
3. P3- Gloria View Court from Lot 114 to projection from end of Lot 89
4. P4- Drainage area bounded by C4 and P3
5. P5- East of Hidden Crest Court from Lot 84 to NE Corner of Lot 80
6. P6-North Side of Hidden Crest Court Lots 80-73 to C5
7. P7- North side of Vista Ridge Drive Behind Lots 72 to55, from C5 to C11
8. P8 - North Side of King Arthur Court Lots 54 to49 From C11 to P9
9. P9- Camino del Sol North of Vista Ridge Drive West Side of Lots 49 and part of Lot 48 to C12
10. P10- Camino del Sol South of Vista Ridge Drive and C13 to SW corner of Lot 10 and P1

Contained Areas:

1. C1- East Side of View Ridge to Calle Tres beside and behind Lot 140
2. C2- West Side of Gloria View Court from C23 to end of Lot 101
3. C3- North End of Gloria View Court to beyond Cul -de-Sac to P4
4. C4- Drainway from Hidden Crest Court, plus behind Lots 84 to 89, beside Lot 114 and between Lots 100 and 101
5. C5- Drainway from Desert Grove Court, between Lots 72 and 73
6. C6- North end of Harvest Moon, beside Lot 163 and end of C18
7. C7- North end of Prairie Hills next to Lot 164 and end of C17
8. C8- North end of Gloria Vista next to Lot 205 and end of C16
9. C9- North end of Meadow Ridge next to Lot 206 and end of C15
10. C10- Northwest corner of Meadow Ridge beside and behind Lot 38 and beside Lot 37
11. C11- Drainway North side of Vista Ridge between Lots 54 and 55
12. C12- North side of Vista Ridge along Camino del Sol behind Lot 39 and part of Lot 48
13. C13- Monument on South side of Vista Ridge along Camino del Sol beside and behind Lot 20 and behind part of Lot 19
14. C14- Drainway from Vista Ridge Court to Meadow Ridge Drive
15. C15- Gloria Vista Drive from C19 to C9
16. C16- Prairie Hills Drive from C20 to C8
17. C17 Harvest Moon Drive from C21 to C7
18. C18- View Ridge Drive from C22 to C6
19. C19- North Side of Sonoran View Drive beside Lot 223 and end of C15
20. C20- North Side of Sonoran View Drive and beside Lot 186 and end of C16
21. C21- North Side of Sonoran View Drive and beside Lot 185 and end of C17
22. C22- North Side of Sonoran View Drive and beside Lot 141 and end of C18
23. C23- North Side of S. Sonoran View Drive and beside Lot 228 and end of C2
24. C24- Monument West of View Ridge beside Lot 1 and end of P1

Common Area Designation Acreage Inventories:

Item	Area			Special Features Included in Area					NOTES
	Sq Ft	Sq Yd	Acres	RipRap Drains (Length- Ft)	Rip Rap Drains (Area- SqFt)	Concrete Drains (Length- Ft)	Concret e Drains (Area- SqFt)	Rip Rap on Hillside (Area- SqFt)	
C1	13,359	1,484	0.307	353	1,857				
C2	34,009	3779	0.781	1,080	4,761			983	
C3	37,880	4,209	0.870	957	4,218				
C4	9,444	1,049	0.217	491	2,570	98	490		
C5	2,584	287	0.059						
C6	8,485	943	0.195	86	1,055				10'x2' grate drain
C7	6,637	737	0.152	108	1,312	93	1,023	1,696	13'x4' grate drain
C8	8,994	999	0.206	71	529				
C9	14,302	1,589	0.328	108	648				
C10	12,458	1,384	0.286	108	324	65	650	520	14'x4' drain grate
C11	4,187	465	0.096						Concrete hill drain to wash
C12	5,625	625	0.129	70	210				1768 sqft decorative rock
C13	6,861	762	0.158	19	114				Some decoative rock around monument
C14	168	19	0.004			26	168		
C15	57,114	6,346	1.311	1,773	5,933				
C16	63,400	7,044	1.455	1,868	6,762			1,210	
C17	59,533	6,615	1.367	1,918	7,124			2,608	
C18	63,803	7,089	1.465	2,103	8,178			506	Retaining walls - 216 ft long, 1120 sqft on face
C19	3,326	370	0.076					1,350	1365 sqft decorative rock along road
C20	3,500	389	0.080					1,750	1072 sqft decorative rock along road
C21	3,623	403	0.083					2,100	910 sqft decorative rock along road
C22	3,573	397	0.082					2,057	1015 sqft decorative rock along road
C23	5,665	629	0.130	63	410				
C24	15,410	1,712	0.354	188	1,886				Contains monument
		0	0.000						
Totals	443,940	49,327	10.191	11,364	47,891	282	2,331	14,780	
				miles	acres			acres	
				2.15	1.10			0.34	

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Item	Area			Special Features Included in Area				NOTES
	Sq Ft	Sq Yd	Acres	PE Area Outside Walls (Length- Ft)	PE Area Outside Walls (Area- SqFt)	Sq Yds	Acres	
P1	157,423	17,491	3.614	840	8,400	933	0.193	All maintained PE Areas estimated at 10' average width
P2	156,874	17,430	3.601	1,237	12,370	1374	0.284	
P3	163,374	18,153	3.751		0	0	0.000	
P4	36,777	4,086	0.844		0	0	0.000	
P5	7,437	826	0.171	616	6,160	684	0.141	
P6	14,853	1,650	0.341	490	4,900	544	0.112	
P7	62,270	6,919	1.430	1,269	12,690	1410	0.291	
P8	15,654	1,739	0.359	498	4,980	553	0.114	
P9	3,468	385	0.080	243	2,430	270	0.056	
P10	69,843	7,760	1.603	937	9,370	1041	0.215	
Totals	687,973	76,441	15.794	6,130	61,300	6811	1.407	

Appendix J: Maintenance Schedule by Common Area Designation

	Task Description	Common Area Designation	Frequency
1.	Clean rock drains, concrete drains, and grates of debris.	C (all)	During scheduled 6 week maintenance cycle by street and as needed during monsoon season.
2.	Trim all vegetation to an approximate 4" height three feet back from curb edge.	C2 – C10 C15 – 18 C23	During scheduled 6 week maintenance cycle by street.
3.	Trim native grasses to not less than 8" after seed heads have matured and turned brown.	C (all)	During scheduled 6 week maintenance cycle by street.
4.	Trim and remove dead vegetation from Brittlebush when new growth begins to appear in spring.	C (all)	Entire subdivision ... usually in March.
5.	Trim and remove dead vegetation from Red Bird of Paradise.	C (all)	Entire subdivision ... February.
6.	Trim all vegetation and remove dead, diseased, or damaged plants out ten feet from walls.	PE (all 1.4 acres)	Annually.
7.	Remove weeds by chemical or hand methods. Weeds treated chemically should be removed when dead.	C12 & C13 C19 – C22 All Rip-rap All Rock Drains All Sidewalk, Curb, & Pavement Joints	As weeds appear.
8.	Prune all vegetation removing all trimmings, and remove dead, diseased, or damaged plants. Remove excess debris from common area surface, streets, and parking areas.	C (all)	During scheduled 6 week maintenance cycle by street.

	Task Description	Common Area Designation	Frequency
9.	Spray Buffleggrass, Desert Broom, and Broom Snakeweed with appropriate chemicals during the appropriate growth stage. Maintain a log of all infestations and timing and location of treatments.	C (all) P (all)	Annually.
10.	Maintain ground surface areas surrounding both entrance monuments.	C12 – C13 C24	Weekly.
11.	Perform tree trimming and removal according to Recommendations 1. and 2. of this Report. In P areas, trees will not be trimmed, but removal will be done upon receipt of a resident petition for views or if a tree is dead. Other P area vegetation will only be trimmed upon receipt of a resident petition for views.	C (all) P (all)	Annually (December).
12.	Inspect all structures (i.e. railings, monument walls, parking area walls, parking area posts, etc.). Repair cracks in stucco walls with high-grade, paintable masonry. Repaint all walls and railings per colors designated by the Architectural Committee. Repair any loose bricks or missing brick grout. Repaint and restripe parking lot posts (black paint, yellow reflective tape).	C (all)	Inspect annually. Repaint as required.
13.	Remove exposed irrigation tubing.	C (all)	During scheduled 6 week maintenance cycle by street.

Preferred contractors:

- Tasks 1. – 8.: Felix Landscaping (Armando Felix)
- Task 9.: To be determined.
- Task 10.: Felix Landscaping (Armando Felix)
- Task 11.: La Sierra Ranch Tree & Palm (Mark)
- Task 12.: To be determined.
- Task 13.: Felix Landscaping (Armando Felix)

Appendix K: Erosion Plan and Log

[illegible]

Item No.	Location	Description	Estimated Cost	Actual Cost	Completion Date (Planned/Actual)
	riprap, filter fabric, and clean out of area.				
5.	C18. Notes: <ul style="list-style-type: none"> This item includes some road work in addition to behind curb installation. It is unknown how much of the estimated cost is road related. <u>Behind curb installation is included in item 10. below.</u> 	Remove 2 feet of material behind curb and replace with riprap (appx. 270 sy). Remove and replace concrete curb and pavement (appx. 25 sy).	WestLand estimate of 23,600.00 includes road work. No costs for road work are included in this report.	TBD	TBD
6.	Behind Lots 3-5 in P1. (no change from Westland report)	Expand riprap and filter fabric (appx. 15 sy), and re-seed (appx. 50 sy).	1,675.00	TBD	TBD
Items 7. – 10. have been developed by the Common Area Long Range Plan Sub-committee. Discussion with erosion mitigation contractors, creation of bid packages, and obtaining quotations is required before best solutions and costs are known.					
7.	C1, C24. Notes: <ul style="list-style-type: none"> See the Don White concept drawings for several approaches to discuss with suppliers. Additional quotes were received for the east side of View Ridge between Sonoran View and Calles Tres: riprap on a concrete base \$4,376.63: 32" high retaining wall \$3,819.60. Neither of these solutions is as complete or robust as the solution shown. 	2,139 sft grouted riprap with a 6" base at the SE corner of Sonoran View Drive and View Ridge Drive, and at the east and west sides of View Ridge Drive at the intersection with Calles Tres. Hand place riprap with filter fabric from the SW corner of Sonoran View Drive and View Ridge Drive downslope to grouted riprap swale. Remove existing grouted riprap at NW entrance of Calles Tres and View Ridge Drive. Excavate, build, compact, and prep the subgrade for all above work. Establish positive drainage away from common areas. Haul removed material offsite. Backfill and clean up all working areas.	22,787.44	TBD	12/31/2013 P
8.	C6, C7, C10, and behind parking area at north end of C18.	Eliminate plugging of one grate along Vista Ridge, two grates at the corner of Harvest Moon and Vista Ridge, and one grate at the corner of View Ridge and Hidden Crest: a. Maintenance crew to check and clean all grates weekly per contract task list. b. Install redesigned grates that will permit flow during high water even if debris is present (See the Don White	N/A 12,527.23	N/A TBD	Ongoing. 12/31/2013 P

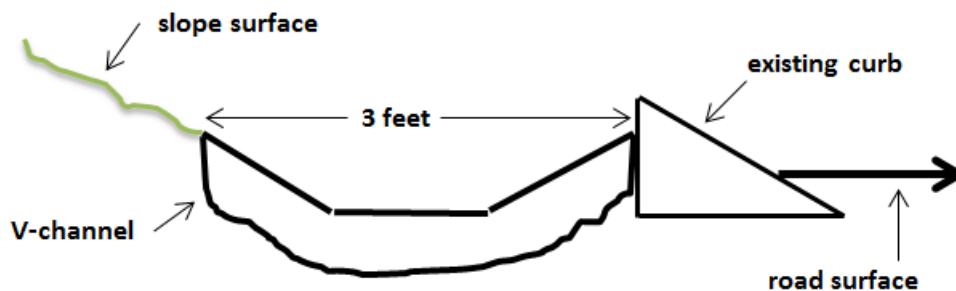
Item No.	Location	Description	Estimated Cost	Actual Cost	Completion Date (Planned/Actual)
		<p>concept drawing for one approach to discuss with suppliers.) In drain area of C18 install 235 sft 6" base grouted riprap, remove and replace rock as required, straighten and reset barricade poles, and prep subgrade for grouted riprap, and clean up all working areas.</p> <p>c. Remove vegetation that creates debris in proximity to the grates, or annually spray the trees to retard growth of bean pods.</p> <p>d. Revise the agreement with Saguaro Environmental to require 100% use of covered, supplier issued containers for trash and recycled materials. Require use of these containers by all residents at all times ... no exceptions. Make the change effective January 1, 2014 or before.</p> <p>e. Inspect underground drains annually for excess debris. Clean as required.</p>	<p>TBD</p> <p>N/A</p> <p>N/A</p>	<p>TBD</p> <p>N/A</p> <p>N/A</p>	<p>Ongoing.</p> <p>1/1/2014 P</p> <p>Ongoing.</p>
9.	C6, C7, C8, C9	<p>Create a minimum 4 foot side swale starting at the curb edge and extending into the common area to collect and direct water overflow from curbs and ADA areas of sidewalks. Hand place 2,541 sft riprap with filter cloth on back side of curbs along south side of Vista Ridge Drive to carry and direct water back into the street. Excavate, build, and prep subgrade for the above installation. Establish positive drainage. Backfill and clean up all work areas.</p>	15,027.75	TBD	TBD
10.	<p>C15, C16, C17, C18, C2, portion of C3 abutting road, portions of C6 – C7 not addressed by Item 9., and a portion of C9</p> <p>Notes:</p> <ul style="list-style-type: none"> Area C18 was originally addressed in WestLand Item 5. above. Same approach with 4" shotcrete is \$96,128.97. 	<p>Install a 3' wide V-channel on the inside curb edge with a 12" invert below the curb to capture run-off and silt from slopes. Install approximately 19,883 sft (5,205 linft) of 6" thick shotcrete with flash coat finish. Excavate and prep subgrade for above work. All excess material will be removed offsite. Backfill and clean up all working areas.</p>	105,402.00	TBD	TBD

Item No.	Location	Description	Estimated Cost	Actual Cost	Completion Date (Planned/Actual)
	Notes: cont. <ul style="list-style-type: none"> Solutions to intercept and capture sediment from hillsides are either difficult, temporary, expensive, or unsightly. The solution shown here is effective long term with periodic maintenance of the V-channel. However, it is expensive and will need to be weighed against other options requiring more maintenance, constant presence of silt on roadways, and damage to the road seal coat from silt and traffic. 	Note that even after completion it will be necessary to inspect the areas annually, and to periodically clean the V-channel of collected sediment. Frequency of cleaning will depend on the type of weather events, local soil composition, amount of soil stabilizing vegetation, etc.			
Totals:			195,655.69	1,872.67	

Project Item Priorities:

- Items 7. and 8. are immediate priorities and should be completed in 2013.
- Items 1., 2., 3., 5. (landscape portion ... same as Item 10.), 6., 9., and 10. require further inspection of the areas listed and budgetary cost information before prioritization.
- Note that there are potentially additional areas of erosion in the common areas to the north (along Demeitre Wash), to the east (along the I19 west frontage road), and to the south (along Calles Tres) that are not included in this report. Monsoon activity in 2013 was very strong, and it is likely that new areas of concern have developed and require identification and prioritization.

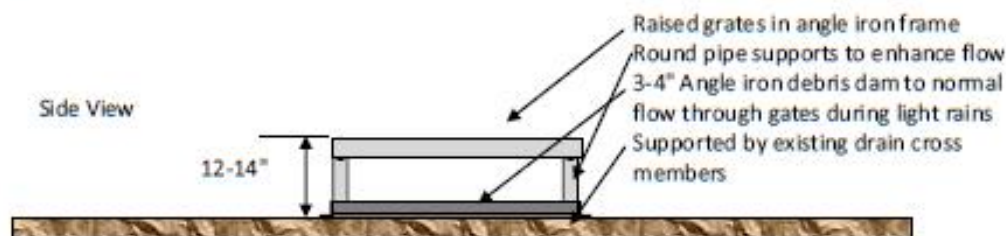
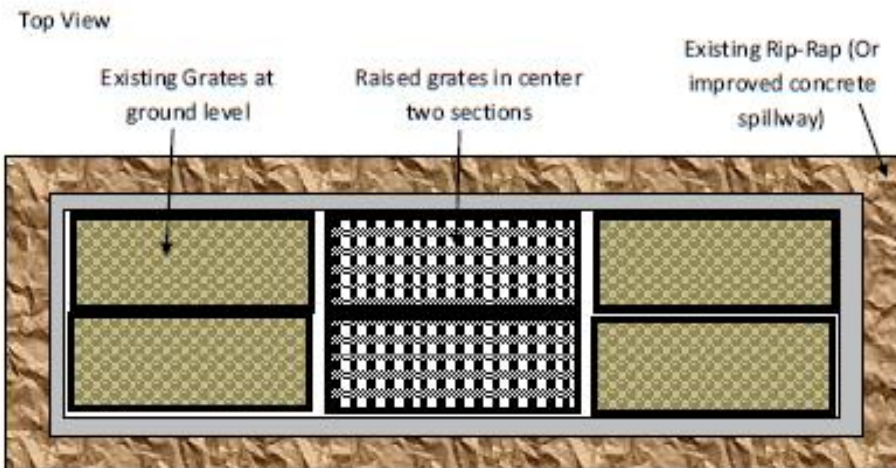
V-channel Concept Drawing





Flooding at View Ridge Storm Drain

1. Observed Cause
 - Water could not enter drain due to catch basin grates being clogged with debris.
2. Assumptions
 - If water can enter catch basin, it will drain without a problem.
 - During light rains, debris should be trapped by grates for later removal and to help prevent build-in catch basin.
 - During heavy rains, debris entering catch basin will be carried away.
 - Modifications should utilize the existing catch basin grate support structure.
3. Possible Action
 - Raise two grate sections approximately 12" to allow heavy rain to flow directly into the catch basin from four sides.
 - Incorporate a 3-4" debris dam as part of the new grate support frame.



PRELIMINARY

Concept Drawing Only

7/22/2013 - DGW

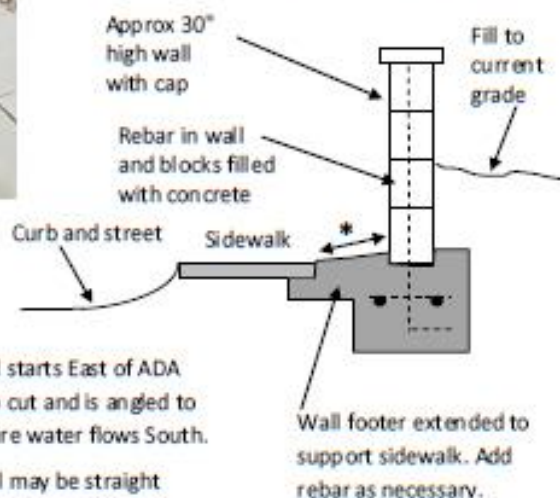


Wall starts East of ADA curb cut and is angled to assure water flows South.

Wall may be straight or curved, but length must be sufficient to route water flow back onto street.

Turn out (if needed) at end of wall to help push water into street.

Cross Section View



* Distance from wall to sidewalk will vary depending on the path of the wall but the area from wall to sidewalk must be continuous sloped concrete.

Erosion at Sonoran View and View Ridge -Option 2 Wall

1. Observed Cause

- Two converging water flows caused course change that took water over sidewalk and into unstable rip-rap area.

2. Assumptions

- We are not concerned about water flow across Calle Tres.
- The ADA ramp on the SE corner of View Ridge and Sonoran View contributes to the problem.
- Redirecting the flow South back onto View Ridge as quickly as possible is desirable.

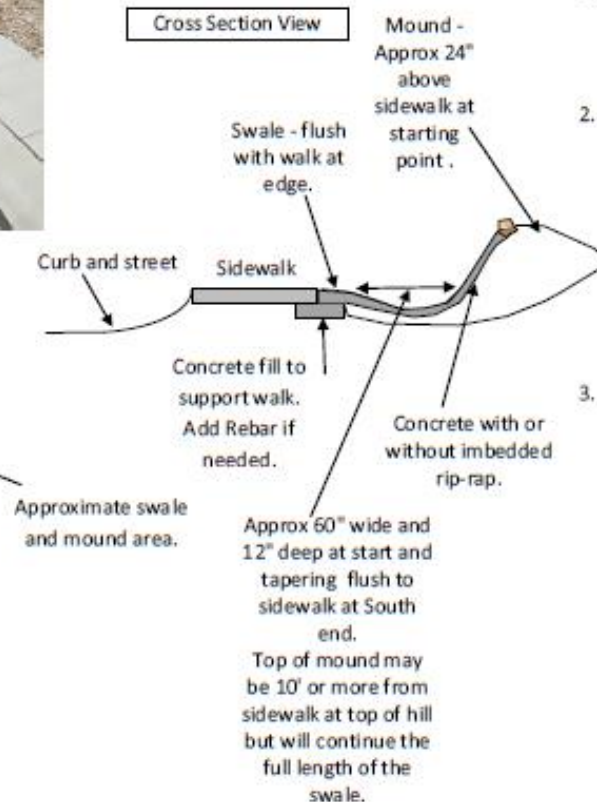
3. Possible Action

- Construct a block or poured concrete wall to redirect water along sidewalk and back into street.
- Stop sign post should be moved out of water flow

PRELIMINARY

Concept Drawing Only

7/23/2013 - DGW



Erosion at Sonoran View and View Ridge

1. Observed Cause

- Two converging water flows caused course change that took water over sidewalk and into unstable rip-rap area.

2. Assumptions

- We are not concerned about water flow across Calle Tres.
- The ADA ramp on the SE corner of View Ridge and Sonoran View contributes to the problem.
- Redirecting the flow South back onto View Ridge as quickly as possible is desirable.

3. Possible Action

- Construct swale with mound on East side and line with rip-rap imbedded in concrete.
 - Note slowing down the flow with rip-rap may cause flow to back up.
- OR Construct a mound and smooth concrete swale. (Perhaps with row of rip-rap along the top).

PRELIMINARY

Concept Drawing Only

7/22/2013 - DGW

Appendix L: Documents and Websites Referenced by Sub-committee

Documents and Websites Referenced by Sub-committee	
Description	Comments
SIV Common Area Tree Study Committee July 24, 2008	Results and recommendations from a study group led by Rick Irvin in 2008.
Maintenance of Common Ground	Recent string of e-mails discussing maintenance of private property adjoining SIV common areas.
Common Area Trees Study Session and Survey September 22, 2004 and January 26, 2005 and Mail-in Survey	Done by Linda Gregory.
SIV Common Area Trees Inventory as of March, 2009	Author unknown.
Joyce Bulau's "Walk Around" Survey done October, 2012	Does not include all homeowners ... just some of those in residence at the time.
Erosion and Sediment Control Westland Project No. 1766.01	Results from study contracted for by the SIV HOA Board dated August 21, 2012. Note that Figure 1 referenced in the report is the top sheet (color aerial photo) of Document 02/27/2013.10 in this list.
Form to Request Pruning or Removal of Common Area Trees or Other Vegetation	A listing of requests from residents for vegetation trimming or removal. Most are not dated.
Recap of the Survey – Common Area Trees (Version 1 – October 1, 2008)	There is some duplicated and some missing information between Version 1 and Version 2. Please look at the survey results and resident comments.
Recap of the Survey – Common Area Trees (Version 2 – October 30, 2008)	There is some duplicated and some missing information between Version 1 and Version 2. Please look at the survey results and resident comments.
Set of Plats for SIV Including Aerial View	Note that the top sheet is Figure 1 referenced in the Erosion Report.

Documents and Websites Referenced by Sub-committee	
Description	Comments
Felix Landscaping	Two year contract for common area maintenance 1/1/2013 – 12/31/2014.
Straight Talk & Guidelines	Summary of how the team will interact.
Motion: To amend the Rule regarding Common Area Trees and Other Vegetation	Discussion document prepared prior to a past vote by the SIV Board regarding the Rule regarding vegetation (undated).
San Ignacio Vistas, Inc. Home Owners Association Maintenance Committee Long Range Plan	Authors were two members of the Maintenance Committee during the summer of 2003: Mary Lu Catino and Linda Gregory. The Plan addressed numerous aspects of common area management.
Letter from James P. Devine (Lot 26) and Fairfield Homes dated December 9, 1996.	Documents the agreement for Fairfield Homes and/or its successor to maintain the private land between Lots 26 and 27 as common area.
http://watershedmg.org/	Site showing methods of passive water harvesting.
http://tucsonaz.gov/ocsd/sustainability/water/rainwaterharvesting.php	Contains links to: Commercial Rainwater Harvesting Ordinance, Commercial Rainwater Harvesting Development Standard, Water Budget Spreadsheet, Water Budget Spreadsheet and Rainwater Harvesting Workshop Presentation.
http://harvestingrainwater.com/	Contains abundant information, resources and links. Can also order Brad Lancaster's book: <u>Rainwater Harvesting for Drylands and Beyond</u> .
http://ci.tucson.az.us/water/harvesting.htm	PDF of City of Tucson's Water Harvesting Guidance Manual illustrating multiple techniques and applications.
http://cals.arizona.edu/pubs/	Passive water harvesting brochure.

Documents and Websites Referenced by Sub-committee	
Description	Comments
http://www.azwater.gov/azdwr/default.aspx	Drought Tolerant / Low Water Use Plant Lists.
La Sierra Ranch Tree and Palm Service (Mark)	Tree trimming and removal options and costs.
Felix Landscaping (Armando Felix)	Plant selection review, landscape methods and costs, erosion mitigation.
Leslie Campbell – Master Gardener, Pima County Extension Services	Plant selection, planting guidelines, noxious weed identification.
Native Gardens of Green Valley (Harry March)	Plant selection review.