

**San Ignacio Vistas, Inc.**  
**Homeowners Association Minutes**  
**Board Meeting – November 8, 2022**  
**Board approved January 10, 2023**

The meeting was held at the Canoa Hills Recreation Center and a quorum of the board was present: Marianne Bishop, Joyce Bulau, Jeff DeVaney, Ivonne Maldonado, Kam Morganti and Glen Seela, and Amy Cordova from RSS. Homeowners attending were George & Mary Jo Bichler, Don & Marty Braman, Barb & John Haymond, and Gary Powers. The meeting was called to order at 1 PM.

**OFFICERS REPORTS:**

**PRESIDENT:**

At the October meeting the Board interviewed Attorney Jason Smith to replace David McEvoy, who is retiring at the end of 2022.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED that we retain Jason Smith, Esq. on an hourly rate as opposed to a monthly retainer.
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**Board Terms:**

The term for Marianne Bishop ends in 2023 and Larry Engle tendered his resignation because of health issues. Marianne stated a willingness to remain on the board. With Larry's resignation we would still have 6 board members. The Association Board shall consist of 5 to 7 directors.

Unless the Secretary receives notification from a homeowner that they desire to run for the Board there is no need for an election. A petition used for this purpose is available on our website. (Attachment A) It must be submitted to the Association Secretary 60 days in advance of the Annual Meeting and must bear the signature of at least 20 homeowners representing 20 lots. Upon verification of the petition, the nominating committee is obligated to hold an election.

**SECRETARY:**

The minutes of the October 11, 2022 board meeting had been approved via email and are hereby ratified. They have been posted to our website.

The preparation of the new Owner's Handbook is progressing and will be available for distribution in late November or early December.

**TREASURER**

The Balance Sheet and Budget vs Actual Expenditures ending October 31, 2022 were reviewed and approved pending Audit. (Attachment B).

The Maintenance Committee asked for additional funds needed to spray our trees twice a year because of an infestation that would cause our trees to die. For details, refer to the Maintenance Committee Report.

A revised Budget for 2023 was reviewed.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED to APPROVE the 2023 Budget. (Attachment C)

**COMMITTEE REPORTS:**

**LANDSCAPE:**

Joyce Bulau, Chair submitted her report (Attachment D).

**ARCHITECTURAL: No report**

**SOCIAL:** Kam Morganti, Chair reported that Game Night held on November 4 was very successful and there were 24 people in attendance. It was a lot of fun, and they are planning on holding it again next year. The next event is a Holiday Dinner at Dominick's on December 16. Currently 49 people sent reservations. The maximum the room can accommodate is 60. The reservation deadline is November 21.

**FINANCIAL ADVISORY**

The Committee has recommended that the Board not raise the dues for 2023.

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED approving the yearly dues for 2023 at \$580 per lot.

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED approving a contribution of \$37,500 to the Reserve Fund in 2023.

Larry Engel had resigned from the Financial Advisory Committee. Gary Powers agreed to Chair the Committee until a replacement can be found. A meeting to review the Funding Plan will be scheduled for some time in March.

A CD at Customers Bank Malvern at a rate of 4.70 % will be purchased on 11-14-2022 maturing on 11-14-2023.

**CONTINUING BUSINESS - None**

**NEW BUSINESS - None**

**ADJOURNMENT**

With no further business to be conducted the meeting was adjourned at 1:40 PM.

The next scheduled meeting is January 10,2023 and will be held at the Canoa Hills Recreation Center in the Mesquite Room starting at 1 PM.

Respectfully submitted,  
/s/ Amy Cordova, Assistant  
Reliable Secretary Services

**San Ignacio Vistas Homeowners Association**  
**Petition to Run for 2023 Board of Directors**

Date: \_\_\_\_\_

Lot # \_\_\_\_\_

Name: \_\_\_\_\_

Phone# \_\_\_\_\_

Property Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_

**My reasons for wanting to serve on the Board:**

**Experience you have that will contribute to the success of your community:**

This petition must be submitted to the Association Secretary 60 days in advance of the Annual Meeting and must bear the signature of at least 20 members representing 20 lots. Upon verification of the petition, the nominating committee would be obligated to hold an election.

Please attach your petition containing the required signatures.

Must be postmarked **no later than January 1, 2023 and mailed to SIVHOA**  
PO Box 1150, Green Valley, AZ 85622 or sent via email to: [sivhoa.info@gmail.com](mailto:sivhoa.info@gmail.com)

## ATTACHMENT B

**SAN IGNACIO VISTAS, INC.**  
**Assets, Liabilities and Fund Balances**  
**As of October 31, 2022**

11/07/22

Cash Basis

	Oct 31, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operating Fund	
120 · COMMERCE CHECKING	92,385
Total Operating Fund	92,385
Reserve Account	
1517 · WELLS FARGO	50,000
1511 · VANGUARD - MM	77,242
1502 · COMMERCE RESERVE	10,362
Total Reserve Account	137,604
Total Checking/Savings	229,989
Total Current Assets	229,989
<b>TOTAL ASSETS</b>	<b>229,989</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	-2,798
Total Accounts Payable	-2,798
Total Current Liabilities	-2,798
Total Liabilities	-2,798
Equity	
3000 · Reserve Fund Balance	100,773
300 · Operating Fund Balance	70,471
350 · Retained Earnings-Operating	387
Net Income	61,156
Total Equity	232,787
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>229,989</b>

	Operating		Reserve		Total	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUE:</b>						
400 · Assessments	96,216	96,216	36,024	36,024		
410 · Transfer and Document Fee:	3,200	4,800				
420 · Operating Fund Interest	217	265	506	1,500		
430 · Other Income		0				
4200 · Interest & Dividends						
<b>Total Revenue:</b>	<b>99,633</b>	<b>101,281</b>	<b>36,530</b>	<b>37,524</b>	<b>136,163</b>	<b>138,805</b>
<b>EXPENSES:</b>						
<b>Maintenance:</b>						
500 · Yearly Contract	27,494	30,800				
501 · Invasive Grass	1,465	5,000				
502 · Tree Trimming	5,000	5,000				
503 · Utilities	240	360				
505 · Other Maintenance	6,435	8,000				
506 · Erosion Mitigation	0	4,000				
507 · Plant Replace	500	4,000				
4201 · Reserves - Misc. Expense			13			
5003 · Retaining Walls and Monuments			229			
5004 · Other Maintenance			253	500		
<b>Total Maintenance</b>	<b>41,134</b>	<b>57,160</b>	<b>495</b>	<b>500</b>		
<b>Administrative:</b>						
510 · Contract Service	12,625	18,150				
512.1 Trainee	5,000	6,000				
511 · Board	220	200				
512 · Legal	960	3,000				
<b>513 · Communications</b>						
513.1 · Computer/ Internet	2,550	2,000				
513.2 · Telephone	769	1,080				
513.3 · Office Supplies	343	50				
513.4 · Printing/Reproductio	2,880	3,000				
513.5 · Postage/Delivery	452	500				
513.6 · Record Storage	708	636				
<b>Total 513 · Communications</b>	<b>7,702</b>	<b>7,266</b>				
<b>Total Administrative:</b>	<b>26,507</b>	<b>34,616</b>				
<b>Other Operating:</b>						
521 · Insurance	3,739	4,000				
522 · Membership Fee - GVC	2,736	2,736				
523 · Taxes and Contingency	495	500				
<b>Total Other Operating:</b>	<b>6,970</b>	<b>7,236</b>				
66900 · Reconciliation Discrepancies:	20					
<b>Total Expenses:</b>	<b>74,631</b>	<b>99,012</b>	<b>495</b>	<b>500</b>	<b>75,126</b>	<b>99,512</b>
<b>NET REVENUE (EXPENSES)</b>	<b>25,002</b>	<b>2,269</b>	<b>36,035</b>	<b>37,024</b>	<b>61,037</b>	<b>39,293</b>
Beginning Fund Balance	70,471	57,016	100,773	100,773	171,244	157,789
<b>Ending Fund Balance</b>	<b>95,473</b>	<b>59,285</b>	<b>136,808</b>	<b>137,797</b>	<b>232,281</b>	<b>196,093</b>

\$580 per 228 Lots = \$132,240

**INCOME**

2023

Operating Revenue	
400 · Assessments	96,216
410 · Transfer and Document Fees	4,000
420 · Operating Fund Interest	265
Total Operating Revenue	<u>100,481</u>

**EXPENSE**

## Operating Fund:

## Maintenance

500 · Yearly Contract	32,675
501 · Invasive Grass	4,000
502 · Tree Trimming	9,000
503 · Utilities	240
505 · Other Maintenance	8,000
506 · Erosion Mitigation	4,000
507 · Plant Replace	4,000

Total Maintenance Expenditures 61,915

## Administrative

510 · Contract Service	21,960
511 · Board	300
512 · Legal	3,000
513 · Communications	
513.1 · Computer and Internet	2,500
513.2 · Telephone	1,200
513.3 · Office Supplies	500
513.5 · Postage/Delivery	300
513.6 · Record Storage	708
Total 513 · Communications	5,208

Total Administrative 30,468

## Other Operating

521 · Insurance	3,700
522 · Membership Fee - GVC	2,736
523 · Taxes and Contingency	500
524 · Social	300

Total Other Operating 7,236Total Operating 99,619

## Reserve Fund:

2023 Contribution to Reserve Fund 37,500

## ATTACHMENT D

### LANDSCAPE REPORT NOVEMBER 11 BOARD REPORT

I spoke with Armando on 10/14. He is not in favor of using a lot of spraying of chemicals on our hillsides as it will kill the native grass. What is being done is to cut the grass and leaving some growth which helps to stabilize our hillsides and prevents erosion.

After walking the interior streets we discovered that we have heavy growth in the rock drainage areas of the hillsides. We may need to consider spraying these rocky areas twice during the year.

TREES: I did a walk round with Tom Mullen from TLC Landscaping. We started on Del Sol. There is one tree that needs to be cut down as it is almost dead. Tom pointed out that our trees have bug infestations under the bark. In order to prevent losing the trees they need to be sprayed twice a year at a cost of approx. \$15.00 per tree per treatment. We cannot do every tree in our common area. We will schedule spraying the trees along Del Sol, Sonoran View, Vista Ridge, View Ridge, Gloria View Court and the hillside of View Ridge toward the Calle Tres entry. I am requesting additional funds be put in the 2023 budget. Tom figured the cost would be in the \$4,000 range.

10/7 and 10/21: VIEW RIDGE was completed.

10/28 Completed the End Caps on Vista Ridge, Open Area Behind Upper Mailboxes and the Del Sol Entry

11/5: Completed Gloria View Ct. Also On Sonoran View animals had dug under plants eating the roots. Needed to remove one plant on the hillside and clean up a homeowners driveway who was not in residence.

The tentative schedule for the following visits includes:

11/7 and -11/14 Harvest Moon & Prairie Hills Trim grasses /general Clean Up.

11/21 and 11/28 Meadow Ridge, Desert Grove Ct. Common Area Right of Way

Once the interior is complete the crew will work their way around the perimeter.

IN DECEMBER: Sonoran View Hillside, Spray the rocks on the Frontage Road Monument. & The Four Corners of Sonoran View and View Ridge Drive. Cut Weeds and work around the perimeter of the Subdivision, Both Sides of the Del Sol Entrances and Clean Up Dirt and Stones on The Streets.

We have 2 years remaining on our landscaping contract with Flex Landscaping

Landscaping Committee: Joyce Bulau, Barry Bishop, Jeff Devaney