

MINUTES
San Ignacio Vistas, Inc.
Homeowners Association Board Meeting
Canoa Ranch Rec Center, Amado Rm
April 21, 2026

Board Present: Joyce Bulau, Laurie Bundy, Linda Gregory, John Haymond, Larry Johnson, Ivonne Maldonado, Glen Seela

Homeowners Present: Al & Alice Bale, Allison Barker, Mary Jo & George Bichler, Garry & Jewels Chio, Bill & Lesli Choat, Pat & Rosie Imgrund, Dan & Brenda Jensen, Shelli Knopik, Ron Lemke, Bruce MacLaren, Gerry Mowris, Mary Ann Moyer, Jim Parker, John Rudolph, Les & Lisa Warner, Rex & Cindy Wheeler, Judy Zabicki

The meeting was called to order at 1:05pm.

Joyce welcomed the attending homeowners, voicing if they would like to speak they each had 5 minutes.

Linda Gregory, Director spoke as a homeowner addressing the Board and those attending the meeting where she shared her history as an owner as well as past President of the SIV HOA. Letter attached (**Attachment A**)

Joyce explained to homeowners in attendance how Board Meetings and Special Board Meetings are conducted per the ByLaws. She shared that in Section 3 of the ByLaws it states that all meetings of the Board will be open to all members; but those that can speak at a meeting have to be named on the 'deed' of the home.

LANDSCAPE

1A - Procedure for RFP's and 1B - RFP Timeline

Joyce stated she called four landscape companies and received a return call from one. She showed the company around the neighborhood letting him know SIV always wants two people working and that the bid he would return to us would be for 2027. Because bids need to come via an RFP so that all companies are bidding on the same specifications and requirements, this company would need to rebid after receiving the official Request for Proposal (RFP).

Bruce MacLaren, a new homeowner, spoke regarding what it takes to compile and present an RFP to potential bidders. Bruce MacLaren's experience with RFP spans his years of experience in procurement and has recently been hired by the University of Arizona as the Senior Director of Procurement. Bruce has been doing RFP's for about 20 years and offered his expertise in the process of doing an RFP, setting the timeline and the proper way to sort through RFP's while at the same time building criteria on how to rate the companies.

Joyce stated that she produced an RFP so the landscape companies she contacted would know our specifications and a map of San Ignacio Vistas that corresponded with her RFP (**Attachment B**). She stated that the second landscape company would have their bid in by the week of April 27th. Discussion continued; it was determined that Joyce's document was a guideline of work done in the neighborhood and not an official RFP.

Bruce stated that by building an RFP you typically have a written document that has specific requirements for our HOA. Once the RFP is formulated, then it gets passed to the entire Board to approve the RFP as written and then once approved it would be mailed to potential landscape companies to produce their bid. Bruce also stated that when reviewing the bids he prefers a 'score card' (which would also be approved by the Board) has certain components SIV is for in a landscape company. A couple of the Board members would be on the RFP Committee and would evaluate the bids and score them. When the committee comes to a decision, they present their recommendation to the Board. The Board can either approve the recommendation or request additional information to be requested from the bidder. Bruce also offered to help with producing a contract once a decision of a landscaper is approved.

Joyce answered a homeowner's question about why we were now going out for bids. She stated SIV hasn't gone out for bids in years and has continued with Felix Landscape Design. Our current contract can be discontinued with a 30-day notice from either Felix Landscape Design or San Ignacio Vistas. SIV has a 2026 Weed Contract that was signed at the end of December 2025. The 2025 General Maintenance Contract was verbally accepted by Joyce and Marianne Bishop to continue as written in 2026. The contracts were not approved by the Board, and Joyce stated that the Board has never approved them in the past.

John contacted a few vendors and drove them around the neighborhood, providing them with an overview of the neighborhood landscaping. He did tell them that any bidding would be through an RFP. If the Board is looking for Landscape RFP's for 2027, it would be sent out in the Fall, not this early in the year. He reiterated that an RFP shows what the vision is for our neighborhood.

John shared three documents with the Board and homeowners. Benefits of an RFP (**Attachment C**), Request for Proposal Draft (**Attachment D**), and a spreadsheet compiled by himself of landscape costs from 2013-March 2026 (**Attachment E**). John voiced his input on how to budget landscape maintenance and the importance of keeping a line item for issues that could potentially arise, such as the dead trees. He shared that a letter was emailed to SIV from Scott Bower and Mary Ann Murdock quoting our CC&R's and again requesting the trees to be cut down. Per the letter it states that the request to have the trees removed was submitted prior to the change in the Tree Policy where it is now stated 'trees will be removed if the die of 'natural causes.' The CC&R's state that if a homeowner requests a tree be

trimmed that is over 18' tall and obstructing their view, the HOA is required to trim the tree(s).

Joyce stated that landscaping costs have increased because detailed work adding rocks and plants on street endcaps was requested.

Jim Chervenka, homeowner, voiced that landscaping needs are non-linear and change month to month. His opinion is that we should not be paying by the hour but instead by the job itself.

A **MOTION** was made by John and seconded by Linda that we table the RFP discussion until we resume Board Meetings in September. Discussion continued ending with Linda stating tabling the RFP gives a committee time to work on building the RFP. John resinded his Motion.

John Haymond stated he was officially resigning from the Landscape Committee but was remaining as a Board member.

A **MOTION** was made by Ivonne and seconded by Linda to move forward with the RFP process with Bruce MacLaren's guidance. The **MOTION** passed **UNANIMOUSLY**.

A **MOTION** was made by Ivonne and seconded by Glen to contact Tumacacori SawMill regarding cost and availability to remove the dead trees. The **MOTION passed** with Glen, Ivonne, Larry, Laurie and John approving; Joyce and Linda voted no.

Terri read the email from Scott Bower & Mary Ann Murdock per the homeowner's request. (**Attachment F**).

Linda made a Motion to adjourn. Terri requested the Board make a Motion to move into Executive Session.

A **MOTION** was made by Ivonne and seconded by John at 2:16pm to move into Executive Session. The **MOTION** was passed **UNANIMOUSLY**.

3. EXECUTIVE SESSION

Executive Session began at 2:22pm

4. ADJOURNMENT

The Board resumed the regular meeting and adjourned.

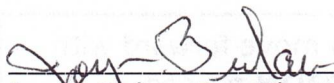
A **MOTION** was made by Joyce and seconded by Laurie to adjourn the meeting. The **MOTION** was passed **UNANIMOUSLY** with the six remaining Board Members.

Meeting adjourned at 2:42pm

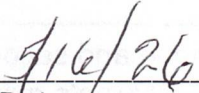
Respectfully Submitted,

Terri Brown, TGSS
Management Agent

Approved on May 16, 2026



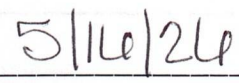
Joyce Bulau, President



Date



Terri Brown, Management Agent



Date

I am Linda Gregory and at this time I am addressing you as a homeowner. I have been awake since 2:30am thinking about what I'm going to say to you. As most of you know, my husband and I were the first homeowners in the San Ignacio Vistas subdivision. We moved in on September 6, 1995. We watched as the dirt became 228 homes. At the time, the HOA was under the control of Fairfield Homes. Once the buildout was complete, the Board realized it was time to create our own CC&R's. I was on the Board at the time, and we were fortunate to have an attorney on the Board who guided us through the process. His expertise was invaluable.

You new people wouldn't know that it has been very difficult to get homeowners to participate in our Board, our governing body. We even tried using a management company, but when one of our homeowners realized that that company wasn't doing the job that they were hired for, she offered to take on the responsibilities and allow the HOA to become self-managed. Not only did that save the HOA a lot of money, but it gave the HOA total control. That has worked well for many years because we have been fortunate to have new homeowners who offered their knowledge and experience in facets of the operations, such as finance, roads and running a Board. New homeowners are always welcome because, if they choose to participate, they may bring skills that can benefit the HOA. The Board is not perfect. New constructive input is valuable to the HOA.

San Ignacio Vistas is recognized by the Green Valley Council and real estate professionals as the most desirable HOA in Green Valley. This is no accident. This is because of how this HOA is run. You might have bought your home because you loved the house, or the view, but a huge part of our reputation is because of how this HOA is run. Other HOAs that have privately owned streets are assessing their homeowners because they did not create a reserve account to do the street work. We have a reserve that will cover the work required for our streets and have never had to assess our homeowners.

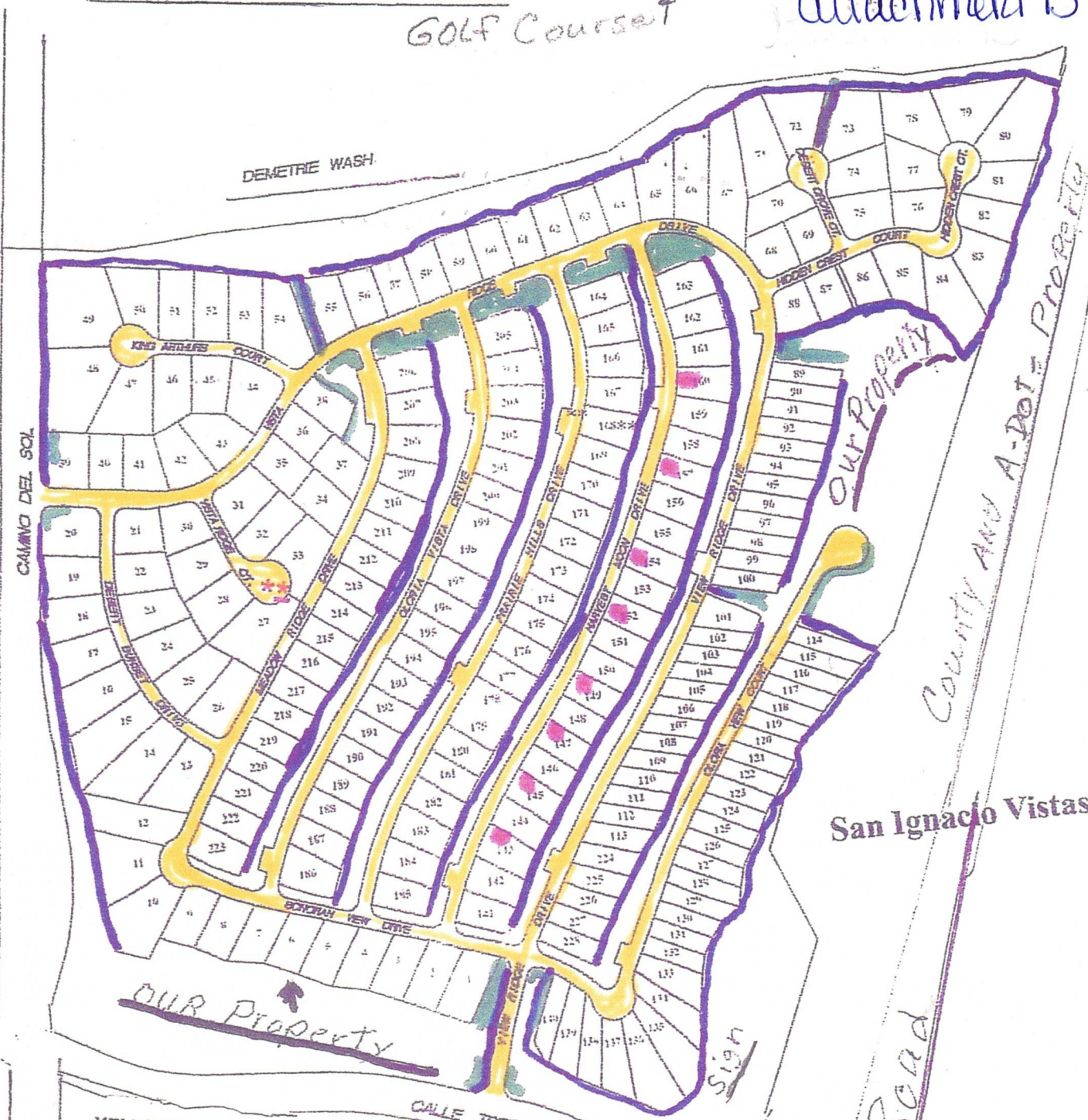
For many years, the members of the Board have changed, but the person elected by the Board to lead it is Joyce Bulau. SIV is not the only Board she has led. She has been a part of two others, I believe, in her previous residences. This is not an easy job. As one who has been president of this HOA, I learned very quickly that you can never please everyone. There will always be individuals who will be unhappy about something. I think you should be thanking Joyce for her longtime dedication to our HOA.

Thank you for the opportunity to address you.

** LOCATION OF COMMUNITY LOCK BOX IN SOUTH END OF VISTA RIDGE COURT

Attachment B

GOLF COURSE ↑



- YELLOW:** STREETS AND PARKING AREAS
- GREEN:** END CAPS THAT REQUIRE EXTRA HAND WORK
- PINK:** 12 ROUND BRICK & PLANT AREAS THAT REQUIRE HAND WORK
- BLUE:** CUT APPROX. 10 FEET FROM BRICK WALLS / ONCE A YEAR
- NOTE:** HILLSIDE & TREES ALONG DEL SOL ARE DONE AS NEEDED
- SONORAN VIEW:** TREES ARE TRIMMED AND HILLSIDE IS SPRAYED
- NOTE:** WE DO NOT CUT BEHIND HOMES ON UPPER SONORAN VIEW
- BETWEEN LOTS :** 54 & 55 AND 100 & 101 OPEN SPACE IS CUT
- INTERIOR STREET HILLSIDES** ARE CUT & PLANTS TRIMMED

San Ignacio Vistas

County Road

Benefits of an RFP

1. Drafting an RFP leads to a better understanding of what your specific needs are. The more thorough the RFP the better.
2. Encourages fairness in the process of selecting a vendor
3. Allows vendors to compete head-to-head
4. Provides transparency about what vendor was selected and why
5. Reduces issues (liability) associated with fairness and corruption
6. Offers accountability to those individuals tasked with selecting vendor
7. Establishes a record of good governance

San Ignacio Vistas, Inc
P.O. Box 1150
Green Valley, AZ 85622-1150
520-330-6087
sivhoa.info@gmail.com

San Ignacio Vistas Request for Proposal

Introduction and Timeline

At San Ignacio Vistas, we are soliciting bids from local landscaping companies to provide landscaping services for our association *with the intent to consolidate multiple contracts under one vendor.*

The request for proposal timeline, description of our community, services needed, and other pertinent information are included below. Your response will be held in strict confidence.

Timeline Dates

We look forward to receiving your bid pursuant to this request for proposal for services by _____ . Please return your comprehensive response to:

Terri Brown, Property Manager/Treasurer
P.O. Box 1150
Green Valley, AZ 85622-1150
520-330-6087

As with any request for proposal of this type, the association's Board of Directors is the decision maker in contracting for services. Once all the proposals are received and reviewed, the board may request a limited number of landscaping companies to interview directly with the board on _____. The board will vote upon the final selection at its meeting on _____.

General Description of San Ignacio Vistas

San Ignacio Vistas

HOA address: P.O. Box 1150 Green Valley, AZ 85622-1150

Attached Map

228 Units

Inception year: 1995

HOA's Mission

Our mission is to maintain a vibrant, sustainable and inviting landscape that reflects the high standards of our community. We wish to partner with a professional landscaping firm that ensures exceptional aesthetic quality, enhances community property values and provides sustainable, consistent maintenance for all common areas. A partner that provides proactive care, reliability, and excellent communication is our goal.

Terms of Eventual Contract

The term of the Contract is for the period of 7 months beginning June 1, 2026 and ending December 31, 2026

The Contractor will be paid monthly.

Contractor will submit an invoice on the last day worked each month. This invoice will include date, hours and area and type work performed during the month. The invoice will be processed by the 5th business day of the month.

Contractor will provide labor and equipment to perform any and all services specified in this contract. Contractor will meet with the Landscape chair monthly to discuss the schedule of work and address any issues/concerns of the chair. Contractor will supervise the completion of services needed to maintain a clean and quality appearance of the entire subdivision.

Fertilizers and herbicides for regularly maintained common areas shall be supplied by the Contractor at no extra charge. Herbicides for Desert Broom and Buffelgrass control will be reimbursed as specified in Contractor's proposal in the RFP.

Landfill fees incurred by Contractor while performing normal maintenance shall be borne by the Contractor. If needed for major removal projects, a second load on a given service day will be charged at cost at county land fill rates.

Contractor will submit a bid and obtain approval for any additional projects requiring extra work outside of the contract such as erosion control or storm damage.

During the life of this contract, Contractor will maintain general liability and property damage insurance required by law. Insurance shall be as follows: Property Damage \$2,000,000 and liability insurance \$1,000,000 per occurrence. Contractor agrees to carry worker' compensation insurance and carry all necessary licenses and permits required by Arizona law.

Contractor agrees to indemnify and save San Ignacio Vistas HOA, its officers and agents harmless from and against any and all claims, liabilities, costs, expenses and damages (including reasonable attorney's fees and cost) based upon, related to or arising out of the acts or omissions of Contractor's or Contractor's employee or agents in the performing of Contractor's obligation hereunder.

This contract may be terminated by either party in the event of the breach hereof by the other party which termination shall be effective on the day specified in the notice of termination, but not more than 30 days from the date of such notice. In addition, either party, without cause or reason, upon 30 days prior written notice, may terminate this contract.

The Contract Agreement shall be governed by the laws of the State of Arizona and will constitute the entire agreement between parties regarding its subject matter.

Key Contacts at Our Association

The following is a list of key association contacts available for questions regarding this RFP. If you wish a tour of our HOA you can request that with one of these two key contacts.

For consistency, all information and/or questions will be relayed to other bidders involved in this process.

* Landscape Committee Chairperson

* Property Manager/Treasurer

Scope of Work

Entrances on Calles Tres and Camino Del Sol will be checked and serviced once a week.

Endcaps & Landscaped/graveled areas are a priority and will be serviced as needed to present a professional appearance.

All 5 North/south common areas (green on map) will be whipped a minimum of twice a year or as needed to present a professionally manicured landscape consistent with the desert environment.

Unwanted weeds such as Desert Broom and Buffelgrass will be targeted for removal by digging and spraying with herbicide and pre-emergent.

Behind HOA's perimeter walls, vegetation will be cut up to ten feet from the wall once a year.

Maintain the Main Drain on View Ridge Drive to ensure operation prior to Monsoon.

Sweep & remove dirt and debris (seed pods) from streets, mailbox pads and parking areas.

Spray pre-emergent for grass and weeds in the sidewalks and between the edge of the curb and roadbed as well as all Endcaps and Landscaped areas twice a year. If weeds emerge in these areas, post-emergent will be applied at no cost.

Prune or remove bushes, shrubs and cacti.

Tree trimming and thinning for better health of the trees.

Clean and repair rocked drainage channels to prevent erosion.

Spray pre-emergent and herbicide on gravel areas for unwanted weeds and grasses.

Landscape waste will be disposed of at the county landfill.

Apply herbicides to control unwanted weeds and grasses in all common areas.

A work crew of three men working 8 hours on site is preferred.

Please quote a billed monthly fee for work done each month.

Information About Your Landscape Management Company: Background

1. Please tell us about your company and be as thorough as possible.
2. Detail your experience with other community associations and any communities of comparable size to San Ignacio Vistas, including historical detail on how long services have been provided.
3. List the names and contact information for other similarly sized communities we may contact as a reference.
4. Include a description of relevant factors about your organization's services that support why selecting your company is the best decision for our community (i.e. years of service, designations, credentials).

MASTER

| Year | Year | Hours | \$/Hr. | CONTRACT | Crew | Grass | Tree Trim | Erosion | Plants | Other | Utilities | Dump | TLC | SIV |
|------|------|-------|---------|----------|------|----------|-----------|---------|---------|---------|-----------|------|----------|----------|
| 2026 | | 1,878 | \$28 | \$52,584 | 3 | \$18,000 | | | | \$3,000 | \$150 | | \$10,000 | \$83,584 |
| 2025 | 2024 | 1,878 | \$28 | \$52,608 | 3 | \$18,000 | | | | \$1,000 | \$2,763 | | \$12,000 | \$83,758 |
| | | 1,232 | \$28 | \$35,600 | 35.0 | \$17,000 | \$7,000 | \$0 | \$3,000 | \$8,000 | \$140 | | | \$70,740 |
| 2025 | | 1,232 | \$25 | \$34,665 | | | | | | | | | | |
| 2024 | | 1,232 | \$25 | \$33,655 | | | | | | | | | | |
| 2023 | | 1,232 | \$25 | \$32,675 | 29.0 | \$4,000 | \$9,000 | \$4,000 | \$4,000 | \$8,000 | \$240 | | | \$61,915 |
| 2022 | | 1,232 | \$25 | \$31,724 | 26.0 | \$5,000 | \$5,000 | \$4,000 | \$4,000 | \$8,000 | \$360 | | | \$57,160 |
| 2021 | | 1,232 | \$25 | \$30,800 | 18.0 | \$4,000 | \$4,000 | \$5,000 | \$3,000 | \$6,000 | \$360 | | | \$53,160 |
| 2021 | | 1,584 | \$25 | \$40,000 | | | | | | | | | | |
| 2020 | | 1,584 | \$25 | \$40,000 | 17.5 | \$4,000 | \$4,000 | \$3,000 | \$2,500 | \$4,000 | \$550 | | | \$58,050 |
| 2019 | | 1,584 | \$25 | \$40,000 | 17.5 | \$3,000 | \$5,000 | \$3,000 | \$2,500 | \$4,000 | \$550 | | | \$58,050 |
| 2018 | | 1,584 | \$25 | \$40,000 | 17.5 | \$3,000 | \$5,000 | \$3,000 | \$2,500 | \$4,000 | \$550 | | | \$58,050 |
| 2017 | | 1,264 | \$23.75 | \$30,020 | | | | | | | | | | |
| 2016 | | 1,264 | \$23.75 | \$30,020 | | | | | | | | | | |
| 2015 | | 1,264 | \$23.75 | \$30,020 | | | | | | | | | | |
| 2014 | | 1,168 | \$22.75 | \$26,572 | | | | | | | | | | |
| 2013 | | 1,168 | \$22.75 | \$26,572 | | | | | | | | | | |

Bufflegress

Marianne's discretionary funds

Additional 646 hours. X \$28/hr = \$18,088
Bufflegress contract. = \$18,000
\$36,088

Bufflegress - 3yrs \$53,000

\$30,000 X 25 = \$7,500

Dead trees on Sonoran View Dr.

Scott Bower <bowerscott0528@gmail.com>
To: SAN IGNACIO VISTAS, INC. <sivhoa.info@gmail.com>
Cc: Mary Anne <2olivesplz@gmail.com>

Sat, Apr 18 at 9:10 PM

Hi Teri, I see that the trees were not addressed in the meeting minutes 2/10 and 3/9 like I was told they would be?

So based on the 1/13/2026 meeting minutes: your board president/landscape director (Joyce) said that based on the response's that were received they are choosing to leave the dead trees standing?? I read all 8 of the response's (Called Attachment A) and we heavily disagree with her understanding of what the letters said, they clearly agree these are view properties and the views should be protected as per the CCR's, and handbook. They also agreed not to replace them because they are view properties.

So, seeing the president's comment in the MM dated 1/13/26, I'm assuming now that you guys think you're going to leave these dead trees standing in our view to look at 24/7 from now on??? I hope I'm wrong as the CCR's, handbook and the meeting minute 1/13/26 comments are very clear as to what we do with dead trees

We reported these dead trees to SIV Board and management group, with the proper request form and asked for removal, this was submitted by Mary Anne Murdock, my partner, it was submitted with plenty of time for your November landscape walk to identify any issues and or dead trees so they could be budgeted for per the SIV handbook that your board ask us the refer to all the time, along with the CCR's. So I hope these trees were budgeted for there removal or there could be a problem for to board and management team when it comes to there budget. But I'm sure this is not the case..... As I believe the board and management company know what the HOA documents say and will choose to follow them and be professional with issue, so it doesn't become a legal issue.

So we will wait to hear from you as to what the plan and schedule are for the removal of the trees this year. (2026)

I understand that the board recently made a verbiage change the handbook to identify trees that die from natural causes, and apparently these did not die of natural causes?? These trees did die prior to your change and our request for removal came in prior to change, so please do not try to use this to not remove them.

Thank you.

Scott
"Other"