

MINUTES
San Ignacio Vistas, Inc.
Homeowners Association Board Meeting
Canoa Ranch Rec Center, Amado Rm
May 16, 2026

Board Present: Joyce Bulau, Laurie Bundy, Linda Gregory, Larry Johnson

Board Absent: Ivonne Maldonado, Glen Seela

Homeowners Present: Tom & Rog Adams, Al & Alice Bale, Dave & Allison Barker, Terri Brown, Jim Chervenka, Garry Chio, Bill & Leslie Choat, David Devoucoux, Rick Irvin, Susan Keegan, Ron Lemke, Bruce MacLaren, Jim Olsen, Evie Parker, Ronni Pine, Rick Rivera, Jenny Ruehle, Richard & Elizabeth Sauer, Vincent & Patti Tarantino, Les & Lisa Warner, Annie Webb, Jan Zornado,

The meeting was called to order at 10:02am.

1. BOARD RESIGNATION

Joyce addressed John Haymond's letter of resignation from the Board.

(Attachment A)

Linda moved to accept John Haymond's Letter of Resignation as written and submitted on Saturday, May 16, 2026. Larry seconded the **MOTION** which **passed** unanimously with the attending Board Members. No Abstentions or opposed.

2. BOARD VACANCY

Joyce stated that the Board would not be filling the vacant seat at this time. The Board will be discussing if the vacant seat will be filled in the future and with whom. Board member attendance did represent a quorum, so the meeting continued.

3. FIREWISE PRESENTATION FOLLOW-UP

Terri stated that to date she has not had a call back from Trisha Tubbs or the Pima County contact regarding receiving the Firewise PowerPoint Presentation. Once it has been received, it will be posted on the SIV Website under Owner Only Resources.

4. TUCSON ASPHALT INSPECTION DATE FOLLOW-UP

Larry contacted Tucson Asphalt and scheduled Wednesday, June 24 as the date an inspection of the SIV roads. Tucson Asphalt will supply us with an updated assessment report which will help when working on the 2027 Budget.

5. REMOVAL OF DEAD TREES FOLLOW-UP

(Attachment B) After a brief discussion regarding the remaining dead tree on Sonoran View, Dr. Joyce shared that homeowners she has talked with would like the tree to remain as there is some life showing on it. She reminded the Board that Fall 2025 a survey was sent to homeowners and stated that most homeowners voted for the tree to remain until it becomes a safety issue. Scott Bower spoke up and stated he wants to go on record that he is tired of looking out his back yard at a dead tree. Scott said he was told by Terri the trees would both be removed; Terri stated that on April 23 Joyce received an email from Felix Landscape that he would be removing both trees at no additional cost, but it would take the place of other landscape scheduled. Scott addressed the Board reminding them that he had submitted his request to have the dead trees removed prior to the Tree Policy being updated to state "dead trees would be removed if they die of 'natural causes.'" Terri brought the attention of the height restriction on trees both in the common areas as well as homeowners' property. The height of the trees along Sonoran View and Vista Ridge Dr need to be addressed soon to stay with CC&R rules. Article IV: Section 5:2 of the CC&R's states the following:

"All trees and other vegetation planted or existing on the Common Areas shall be kept trimmed by the Association to a height which will not materially interfere with views from neighboring building sites".

The Board would like an email to be sent to homeowners requesting their preference on whether to cut down the remaining tree or leave it standing.

Linda moved to postpone removing the remaining dead tree on Sonoran View Dr. and to send out an email poll to homeowners to determine if they would like the tree removed or to stay standing until it becomes a hazard. Larry seconded and the **MOTION** which **passed** unanimously. There were no abstentions or opposed.

6. RFP COMMITTEE SELECTION & UPDATE

Homeowner and Chair of the RFP Committee, Bruce MacLaren shared his beginning of the RFP process with the RFP Charter PowerPoint presentation; this will be available to view under "Homeowner Resources Only" on the SIV Website. Attendees and the Board were reminded of who the committee members consist of which are Laurie Bundy, Larry Johnson, Bruce MacLaren and Glen Seela. Terri requested a motion approving the committee member selection. **(Attachment C)**

Linda **moved** to accept the selection of Laurie Bundy (Board Director), Larry Johnson (Board Director), Bruce MacLaren (homeowner) and Glen Seela (Board Director) as the RFP Committee Members. Joyce seconded **MOTION** which **passed** unanimously. There were no abstentions or opposed.

Upon completion of the RFP Charter presentation the following motion was made:

Joyce **moved** to accept and move forward with the RFP process and to accept the RFP Charter as written out and presented to the Board. Linda seconded the **MOTION** which **passed** unanimously. There were no abstentions or opposed.

Parking violations were discussed from parking in overflow areas, to parking in the gravel next to driveways. Homeowners violating the rules will be receiving a visit or email to first address the issue and then if the homeowner does not come into compliance, they will receive a First Notice Violation letter informing them of the rules and a date that violations must be rectified. If the homeowner doesn't come into compliance, then a Second Notice Violation letter will be sent that also incurs a fine.

CC&R's 'parking language' will be reviewed at the next Board meeting. At this time homeowners can park in the overflow area as long as they move their vehicle ever three days to stay in compliance. Discussion continued about parking on the gravel next to their driveway as well as a van that is parked in a homeowner's driveway. Parking of the van was approved by last Fall after the homeowners followed through with stipulations Marianne Bishop and Joyce (both Board Members at the time) requested. The requirements voiced to the homeowners were to complete an application to park the van in the driveway if the replace the planted area flowing over in the driveway with concrete, obtain a doctor's note that the van is needed for medical reasons, and obtain a handicap plate for the van; the homeowners completed all requested requirements. Parking in the driveway was approved by Marianne Bishop with Joyce standing nearby. Joyce stated that a time limit was not determined; but the doctor's note also states the issue is chronic. The decision to allow parking is covered under HIPPA.

Weeds in yards were discussed, and notices will go out to those not in compliance with the CC&R's.

Excessive yard décor was also discussed, and it was determined that the CC&R's state any changes/additions to the front yards need to be approved by the Architectural Committee. This topic will be addressed with the CC&R's are reviewed and a description of what is considered excessive.

8. SURETY BOND FOR THE TREASURER

Terri addressed the Board regarding securing a Surety Bond through Liberty Mutual as protection to not only herself but to protect the HOA against embezzlement. The policy protects anyone who handles the HOA funds.

Laurie **moved** to secure a \$450,000 Surety Bond through Liberty Mutual for the Treasurer at the cost of \$254 per year. Linda seconded the **MOTION** which **passed** unanimously. There were no abstentions or opposed.

9. APPROVAL OF BOARD MEETING MINUTES

Joyce **moved** to approve the May 14, 2026, Board Meeting Minutes as written. Larry seconded the **MOTION** which **passed** unanimously. There were no abstentions or opposed.

Joyce **moved** to approve the May 21, 2026, Board Meeting Minutes as written. Linda seconded the **MOTION** which **passed** unanimously. There were no abstentions or opposed.

EXECUTIVE SESSION

None Needed

ADJOURNMENT

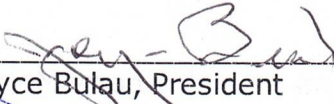
Linda **moved** to adjourn the meeting; Laura seconded the **MOTION** which **passed** unanimously. There were no opposed.

Meeting adjourned at 2:47pm

The meeting adjourned at 11:27am

Respectfully submitted,
Terri Brown, TGSS
Management Agent & Treasurer

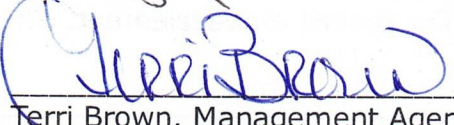
Approved on June 13, 2026



Joyce Bulau, President

6-20-26

Date



Terri Brown, Management Agent

6/17/26

Date

21 April 2026

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

Dear Terri:

As of April 21, 2026 I am officially resigning from the Board of Directors of San Ignacio Vistas, Inc HOA as is recorded in the minutes of the Board's Executive Session on that date.

Respectfully,



John Haymond

OUR DEAD TREES

BREAKDOWN:

1 TREE WAS REMOVED AND THE AREA WAS CLEANED

FLEX LANDSCAPING HAD 3 MEN WORKING

IT TOOK 3 ½ HOURS TO COMPLETE THE CUTTING OF ONE TREE

THE COST WAS \$304.00 WORKING HOURS

THEY MADE 2 TRIPS TO THE DUMP THAT WAS \$70.00

FOR A TOTAL COST OF \$374.00

THERE WERE NO EXTRA COST TO US AS THEY USED THAT DAY'S MAN HOURS AS STATED IN THE CONTRACT. THEY ALSO WORKED ON VIEW RIDGE TO COMPLETE THE MAN HOURS FOR THAT DAY.

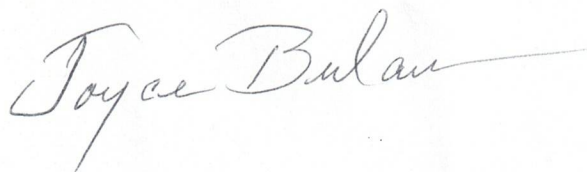
I AM SUGGESTING THAT THE BOARD REVIEW THE TIME FRAME FOR THE NEXT TREE AS SOME OF OUR HOMEOWNERS SAID TO LEAVE THEM UP LONGER. I KNOW THAT IT HAS TO BE REMOVED BUT IT STILL HAS SOME LIFE AS THERE ARE GREEN BRANCHES. IT SHOWS NO SIGN OF BRANCHES DROPPING. FLEX LANDSCAPING HAS STATED THAT THEY WILL DO THE NEXT TREE THE SAME WAY HE DID THE FIRST ONE.

WE HAVE UNTIL THE END OF DECEMBER FOR OUR CONTRACT WITH FLEX LANDSCAPING TO BE REVIEWED FOR THE COMING YEAR.

ONE OF OUR HOMEOWNERS MADE COMMENTS AT OUR LAST 2 BOARD MEETINGS THAT QUESTIONED THE WAY FLEX LANDSCAPING DO THEIR BUSINESS. I HAVE FOUND OVER THESE PAST FEW YEARS THAT AT ANY TIME I ASKED FOR SOMETHING TO BE TAKEN CARE OF FOR OUR HOA IT GETS DONE THAT DAY OR ON THEIR NEXT VISIT.

HE USED HOURS THAT WERE ALREADY APPROVED IN OUR CONTRACT AND WILL DO THE SAME WITH THE NEXT TREE. DOING THIS HAS SAVE US A LOT OF MONEY

THE PRICING THAT WE GOT FROM OTHER LANDSCAPING COMPANIES WERE MUCH HIGHER.

A handwritten signature in cursive script, reading "Joyce Bulau". The signature is written in dark ink and is positioned at the bottom of the page, below the typed text.

Felix Landscape Designs LLC

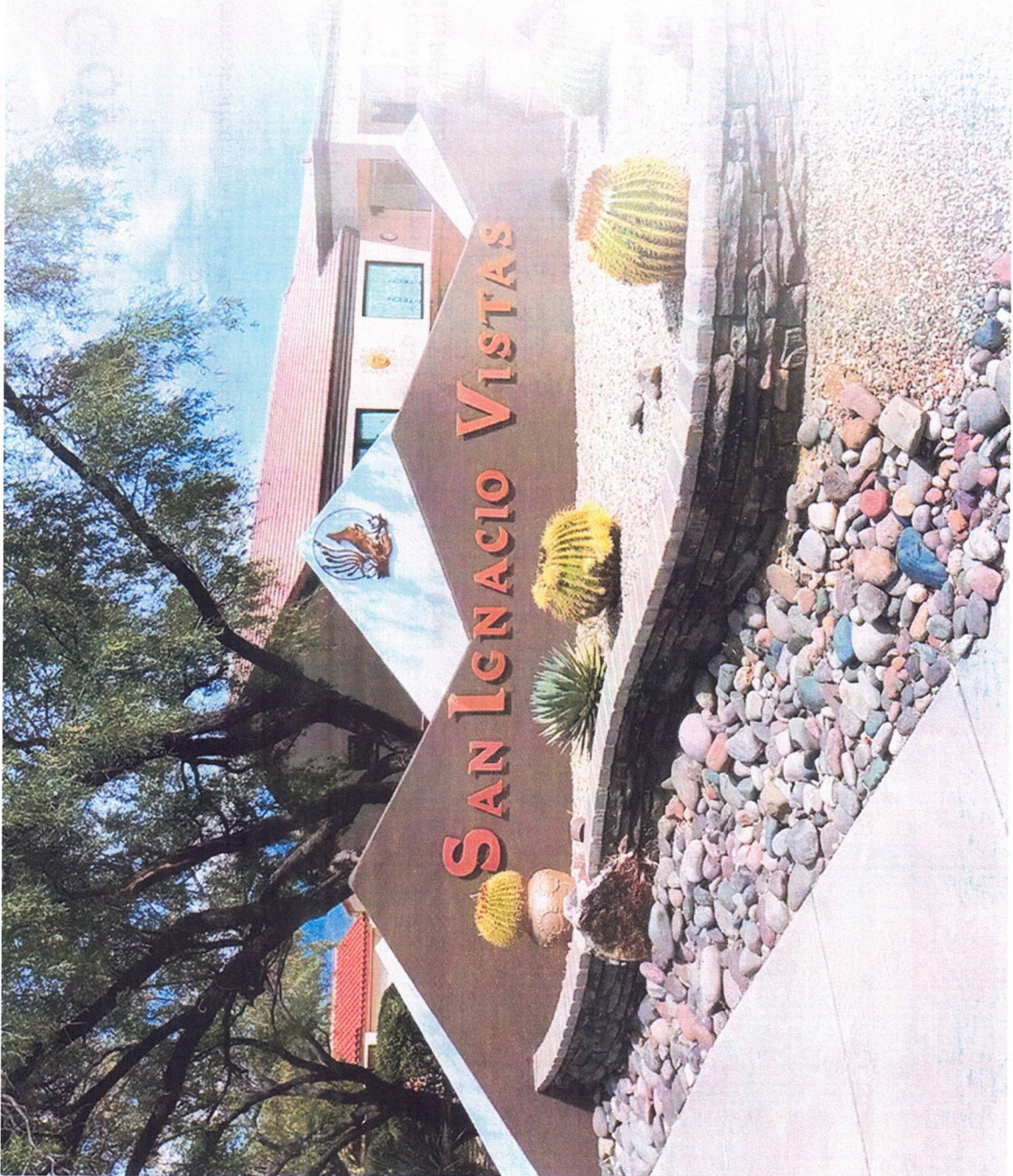
178 W Calle Bayeta
Sahuarita, Az 85629
520-528-3081
ROC# 352319

To whom it may concern,

In lieu of maintenance in the common area, a dead tree located on Sonoran View drive was removed. The work required a crew of three workers for 3.5 hours, totaling 10.5 hours. The labor cost amounted to \$294. Additionally, there were two dump fees of \$35 each.

The total cost for the tree removal was \$364. For the amount of hours worked on the removal of the tree, I speculate that we could have weed-whacked and done general maintenance on $\frac{1}{4}$ of a street in a common area.

Regards,
Armando Felix



Request for Proposal Charter

SIV Landscaping RFP

Prepared by Bruce MacLaren

May 16, 2026

RFP Purpose and Governance

Why

To ensure the HOA is getting great service at a fair market price. The HOA has not taken this book of work out to bid for more than 5 years.

Purpose

Establish a fair, transparent, and competitive supplier selection process

In Scope

Landscaping maintenance and weed control of all common areas. Award start dates TBD. Contract start/termination dates are not tied to RFP outcome.

Objectives

- Align on requirements
- Ensure compliance and risk management
- Select best-value supplier solution
- Negotiate contract in best interests of the HOA

Governance

Board makes all major decisions including scope, release of RFP, award of contract, final contract.

Evaluation Committee

Laurie Bundy – board member, Glen Seela – board member, Larry Johnson – board member

Role	Responsibility
HOA Board	Sponsorship, Oversight & Approvals
Procurement	Manage RFP process, negotiate contract
Evaluation Committee	Review & score proposals, make award recommendation to board

Evaluation & Rules & Communication

Charter, RFP Document will be available to all HOA on Website. Timeline will be published and kept up to date

<https://www.sivhoa.org/owner-only-resources>

Evaluation Committee

Scorecard evaluation of each proposal
Pre-defined, weighted scorecard
Meet with suppliers as needed

Evaluation Criteria

- TBD

RFP Rules

- Procurement manages **all supplier communication**
- Confidentiality and conflict-of-interest compliance
- Equal treatment of all suppliers
- Supplier's proposals will be kept confidential*

*HOA Board accessible

San Ignacio Vistas, Inc.

HOMEOWNERS ASSOCIATION

SIV PHONE DIRECTORY

Landscaping RFP

Phase	Day	Accountable
Requirements, Criteria, Scorecard Definition	-21	Procurement/Evaluation Committee
RFP Draft Approved by Board	-2	Board
RFP Released	1	Procurement
Supplier Confirmation of Participation	4	Procurement
Supplier Responses	14	Procurement
Evaluations by Committee	28	Evaluation Committee
Recommendation to Board	34	Evaluation Committee
Board Approval	34	Board
Notice of Negotiation	35	Procurement/Supplier
Contract Finalized	50	Procurement/Supplier
Contract Approved by Board	53	Board
Contract Signatures	56	President/Supplier

Timeline & Next Steps

Key Risks

Timeline slippage

Next Steps

Confirm requirements and scoring

Confirm suppliers to invite (incumbent will be invited)

Send all requests for landscaping contract requirements to:

bmaclaren@outlook.com

Deadline: June 1st



San Ignacio Vistas

Thank You