

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – January 9, 2024
Board Approved via email January 12, 2024

The meeting was held at the Canoa Ranch Recreation Center, Amado room. A quorum of the board was present: Marianne Bishop, Joyce Bulau, Bob Bybee, Jeff DeVaney, Ivonne Maldonado, Kam Morganti, Glen Seela; Road Committee Chair Pat Imgrund, and Amy Cordova from RSS. The meeting was called to order at 1 pm.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE:

Glen reported that there were five applications approved since the last meeting in November.

MAINTENANCE COMMITTEE:

Road Subcommittee: Pat Imgrund, chair, is working on finding a street sweeping company. Once the seal coat is applied, the roads will need to be swept with a street sweeper. Sweeping becomes more important after the seal coat is done. Pat foresees that the road costs will keep going up. Pat placed reflectors back on the streets. He will meet with a representative from the seal coating manufacturer (Seal Master) and from Pima County Dept. of Transportation to get additional opinions on the cracks and how much should be sealed. The first week of March, Tucson Asphalt will be back to do warranty crack sealing. Next year, 2025, we are scheduled to do a seal coat. The estimate for the work is \$75k.

Landscape Subcommittee: Joyce Bulau, Chair presented the contract (attached) for Felix Landscaping. At the work session in December, a motion was made and approved to hire Armando from Felix Landscaping to provide service for buffelgrass. (ATTACHMENT A)

At the December Maintenance work session, the Board agreed, for safety issues, to put a sidewalk in front of the monument at Calle Tres. Marianne received quotes from Armando and Mikey's Concrete. Mikey's Concrete will be hired to do the work, attached is the contract.

A MOTION was MADE, SECONDED, AND UNANIMOUSLY PASSED to approve installation of the sidewalk. (ATTACHMENT B)

The lighting fixtures are original at the monument on del Sol and need to be replaced. Both monuments need repair and painting. These projects will be funded by the Reserve Account.

SOCIAL COMMITTEE: Kam Morganti is searching for another location for the Holiday dinner this year. The committee is planning a February trivia night. The committee will be meeting today to discuss the events.

OFFICER’S REPORTS:

President, Joyce Bulau has registered 5 people from the Board to attend the Pima County presentation on Outdoor lighting. The Forum will be about the Dark Sky Ordinance and the changes they are making. It will be on Jan.25th at the Canoa Hills Center at 10am.

TREASURER, Marianne Bishop gave an update on the status of the dues collection for 2024. Ninety-seven people paid to date, with a total of \$58k received.

The Financials Report ending Dec. 31, 2023, was distributed. (ATTACHMENT C)

MOTION was MADE, SECONDED, AND UNANIMOUSLY PASSED to put the 2024 reserve Contribution of \$38,625 into the Vanguard Money Market Account.

MOTION was MADE, SECONDED, AND UNANIMOUSLY PASSED to retain the excess revenue from 2023 in the Operating Fund

The budget for 2024 was reviewed (ATTACHMENT D).

A MOTION was MADE, SECONDED, AND UNANIMOUSLY PASSED to approve the 2024 budget.

The 2023 books have been turned over to Diana Sheets for the Internal Audit Committee to review.

CONTINUING BUSINESS: none

NEW BUSINESS: The property at the south end of Meadow Ridge belongs to Jim Devine, owner of Lot 27 on Desert Sunset Drive. This property behind his rear wall has buffelgrass that needs to be removed. The Secretary will call Mr. Devine to let him know it needs attention.

ADJOURNMENT: Meeting was adjourned at 2:20pm.

Respectfully Submitted,
Amy Cordova, Secretary

Felix Landscaping

178 W Calle Bayeta Sahuarita, Az 85629
520-248-3644

San Ignacio Vistas, Inc. Homeowners Association 2024 Buffelgrass Contract

Felix Landscaping ("Contractor") will provide San Ignacio Vistas, Inc. Homeowners Association ("SIV") the following:

1. The contract term is for a period of 12 months with the beginning date of January 1, 2024 and an ending date of December 31, 2024.
2. The Contractor agrees to dig out the existing buffelgrass in SIV Common Area on the following interior streets:
 - Gloria View Court
 - View Ridge Drive
 - Harvest Moon Drive
 - Prairie Hills Drive
 - Gloria Vista Drive
 - End caps on Vista Ridge Drive
3. Existing plants will be dug out before the monsoon season of 2024 begins and could continue until the end of the year for any remaining plants.
4. The maximum sum to be paid for this portion of the contract is: \$10,000 and invoices will be submitted monthly based on hours worked plus dump fees.
5. When the monsoon begins and the buffelgrass seeds begin to germinate, the Contractor will begin spraying new growth with post emergent as long as it is practical and effective.
6. The maximum sum to be paid for this treatment is: \$7,000 and invoices will be submitted monthly based on hours and product used.
7. Once spraying is no longer effective the Contractor will revert to digging plants that are dead to remove the plant and attempt to prevent new plants from germinating with any new rain.

FELIX LANDSCAPING

SAN IGNACIO VISTAS, INC.

By _____

By: _____

Armando Felix, Owner

Joyce Bulau, President

Date: _____

Date: _____

ATTACHMENT B



Hc 70 Box 5645
 Sahuarita, AZ 85629
 Phone 520-940-4612

ESTIMATE

ESTIMATE# 122923
DATE 1/6/2024

TO: San Ignacio Vistas

FOR Concrete Sidewalk
 View Ridge – Calle Tres

Description	Amount
Remove Rocks	
5' x 45 Concrete Sidewalk	
Remove Rocks + Haul Away	
Form, Grade, Compact	
Pour + Finish	
3,000 PSI Concrete with Fiber Mesh	
Labor + Materials	\$3,400.00
Sales Tax	\$187.00
Total	\$3,587.00

ATTACHMENT C

SAN IGNACIO VISTAS, INC.
 Assets, Liabilities and Fund Balances
 As of December 31, 2023

ASSETS	<u>OPERATING</u>	<u>RESERVE</u>	<u>TOTAL</u>
Checking/Savings			
120 · COMMERCE CHECKING	15,917		
123 · VMRXX - FEDERAL MONEY MARKET	<u>60,839</u>		
Total Operating Fund	<u>76,756</u>		
1502 · COMMERCE RESERVE		10,386	
1511 · VANGUARD - MM		<u>173,796</u>	
Total Reserve Account		<u>184,182</u>	
			<u>260,938</u>
EQUITY			
3000 · Reserve Fund Balance			81,337
300 · Operating Fund Balance			137,525
350 · Retained Earnings-Operating			7,854
Net Income			<u>34,222</u>
Total Equity			<u>260,938</u>

SAN IGNACIO VISTAS, INC.

Expense vs Budget

As of December 31, 2023

	OPERATING		RESERVE		TOTAL	
	Actual	Budget	Actual	Budget	Actual	Budget
REVENUE:						
400 · Assessments	94,740	94,740	37,500	37,500		
410 - Transfer and Document Fee	5,750	4,000				
420 · Interest & Dividends	3,948	265				
430 · Other Income						
4200 · Interest & Dividends			8,650	3,800		
Total Revenue:	104,438	99,005	46,155	41,300	150,593	140,305
EXPENSES:						
Maintenance:						
500 · Yearly Contract	34,914	32,676				
501 · Invasive Grass	3,046	4,000				
502 · Tree Trimming	8,270	8,000				
503 · Utilities	400	240				
505 · Other Maintenance	16,254	11,500				
506 · Erosion Mitigation	5,346	4,000				
507 · Plant Replace	3,645	4,000				
	<u>71,875</u>	<u>64,416</u>				
4201 - Reserves - Misc Exp.			0	0		
5003 · Walls and Monuments			0	0		
5004 · Other Maintenance			0	0		
5006 · Erosion			0	0		
Total Maintenance			<u>0</u>	<u>0</u>		
Administrative:						
510 · Contract Service	15,960	15,960				
512.1 Trainee	6,000	6,000				
511 · Board	0	300				
512 · Legal	465	500				
513 · Communications						
513.1 · Computer/ Internet	3,070	2,500				
513.2 · Telephone	1,540	1,200				
513.3 · Office Supplies	305	500				
513.4 - Printing/Repro	175					
513.5 · Postage/Delivery	246	300				
513.6 · Record Storage	708	708				
Total 513 · Communications	<u>6,044</u>	<u>5,208</u>				
Total Administrative:	<u>28,469</u>	<u>27,968</u>				
Other Operating:						
521 · Insurance	3,856	3,700				
522 · Membership Fee - GVC	2,736	2,736				
523 · Taxes and Contingency	1,314	500				
524 - Members Socials	265	300				
Total Other Operating:	<u>8,171</u>	<u>7,236</u>				
Total Expenses:	<u>108,515</u>	<u>99,620</u>	<u>46,155</u>	<u>41,300</u>	<u>154,670</u>	<u>140,920</u>
NET REVENUE (EXPENSES)						
Beginning Fund Balance	<u>81,336</u>		<u>137,525</u>		<u>218,861</u>	
Ending Fund Balance	<u>77,259</u>		<u>183,680</u>		<u>260,939</u>	

ATTACHMENT D
SAN IGNACIO VISTAS, INC 2024

	BUDGET	OPERATING	RESERVE
INCOME			
400 · Assessments		99,180	
410 · Transfer and Document Fees		4,000	
420 · Operating Fund Interest		2,600	
Total Operating Revenue		105,780	
Reserve Fund			
4000 · Reserve Assessment			38,750
4200 · Reserve Fund Interest			4,000
Total Reserve Fund			42,750
EXPENSE			
Administrative			
510.1 · Bishop		7,200	
510 · Cordova		15,600	
Total 510 · Contract Service		22,800	
511 · Board		400	
512 · Legal		3,000	
513.1 · Computer and Internet		3,000	
513.2 · Telephone		1,800	
513.3 · Office Supplies		360	
513.4 · Printing/Reproduction		600	
513.5 · Postage/Delivery		300	
513.6 · Record Storage		708	
Total 513 · Communications		6,768	
Total Administrative		32,968	
Maintenance			
500 · Yearly Contract		35,600	
501 · Invasive Grass		17,000	
502 · Tree Trimming		7,000	
503 · Utilities		140	
505 · Other Maintenance		8,000	
506 - Erosion Mitigation		0	
507 · Plant Replace		3,000	
Total Maintenance		70,740	
Other Operating			
521 · Insurance		4,200	
522 · Membership Fee - GVC		3,192	
Total 523 · Taxes and Contingency		2,000	
524 · Member Socials		400	
Total Other		9,792	
Total Operating:		113,500	
Reserve Fund			
5003 · Retaining Walls and Monuments			10,000
NET INCOME		(7,720)	32,750