

**San Ignacio Vistas, Inc.**  
**Homeowners Association Minutes**  
**Board Meeting – April 17, 2023**

A meeting was held at 1764 West Vista Ridge Drive. A quorum of the board attended: Marianne Bishop, Bob Bybee, Joyce Bulau, Jeff DeVaney, Ivonne Maldonado, Kam Morganti, and Glen Seela & Amy Cordova from RSS and Pat Imgrund chair of the Road Committee. Also in attendance was Jim Butcher, a new member of the Architectural Committee. The meeting was called to order at 8:30 AM.

**PRESIDENT REPORT** by Joyce Bulau:

Currently both the President and Treasurer are listed as ad-hoc members of the Financial Advisory Committee. It is not spelled out in the Bylaws that they do not have a vote. It was discussed that they both feel that they should be serving in an advisory capacity and should be non-voting.

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY PASSED TO CHANGE THE BYLAWS TO READ: " The Financial Advisory Committee (FAC) will be composed at least 3 Members of the Association as deemed appropriate by the Board; as well as the President and Treasurer of the Board who are serving as ad hoc non-voting members."

Currently the language in the Bylaws for the Annual Meeting states that it will be held in February.

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY PASSED TO CHANGE THE BYLAWS TO READ: " The annual meeting of Members will be held during the first quarter of each year at a date, time and place chosen by the board of directors."

Board members are to create new email addresses to be used solely for the purpose of SIV board matters. Each member on the Board will create and use this email address for all future correspondence with the Board.

**TREASURER REPORT** by Marianne Bishop:

The Financial Report as of 3/31/23 was presented. ( SEE ATTACHMENT A)  
The invoicing for all future yearly assessments will be handled the way it was in previous years using an excel spreadsheet. Management will not use QuickBooks for the future yearly invoices. Diana Sheets volunteered to assist in any adjustments needed to revert to our previous method of tracking yearly assessments.

**COMMITTEE REPORTS:**

**MAINTENANCE REPORT** presented by Joyce Bulau:

Joyce gave an update on landscaping (SEE ATTACHMENT B).

TLC Landscaping sprayed weeds in a test drainage ditch and is giving the Association a bid on working on all of the ditches on one street to remove unwanted growth that would impede water runoff.

**ROAD SUB-COMMITTEE REPORT** by Pat Imgrund:

The Board voted on whether the Association wanted the County to take over the roads.

A MOTION WAS MADE, SECONDED, AND UNANIMOUSLY PASSED TO NOT GO FORWARD WITH HAVING PIMA COUNTY TAKE OVER SIV ROADS.

There was a vote on using Hurricane Road sweeping for the roads. This company sucks up the dirt and debris while cleaning. The street sweeping will include the parking areas, which will be done by hand. The quote was \$1275.

A MOTION WAS MADE, SECONDED, AND UNANIMOUSLY PASSED TO USE HURRICANE ROAD SWEEPING AND SCHEDULE THE WORK IN THE FALL.

Sometime in June, Tucson Asphalt will be here to saw cut the base and refill the crack on the north end of Harvest Moon.

Tucson Asphalt will evaluate our roads in August to measure which cracks are within the criteria to be filled prior to the expiration of our warranty that expires in June 2024. This crack fill will happen in February 2024. The warranty on the roads that were redone will expire in September of 2025.

Pat will not be here in August, but Bob Bybee has offered to meet with Tucson Asphalt.

**ARCHITECTURAL COMMITTEE REPORT** by Glen Seela:

Nothing to report. There are two new members on the committee, Jim Butcher and Diana Sheets.

**SOCIAL COMMITTEE REPORT** by Kam Morganti:

Thanks to Jeff DeVaney for hosting Game Night, which was a big success. The next social meeting will be May 18<sup>th</sup> for Thirsty Thursday that will be held at Jack & Jean Ross's home. There will be a meeting to determine what the social event will be on Sept.9<sup>th</sup>.

**ADJOURNMENT**

The meeting was adjourned at 9:36 AM.  
The next meeting is October 17, 2023 at 1 PM, place to be determined.

Respectfully submitted,  
Amy Cordova, Secretary

ATTACHMENT A

Cash Basis

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

ASSETS	OPERATING FUND	RESERVE FUND	
120 · COMMERCE CHECKING	53,317		
123 · VMRXX - FEDERAL MONEY MARKET	97,524		
	150,841		
1518 - MALVERN PA CD		50,000	
1517 · WELLS FARGO CD		50,000	
1511 · VANGUARD - MM		65,806	
1502 · COMMERCE RESERVE		10,371	
		176,177	
<b>TOTAL ASSETS</b>			327,018
			-580
<b>Assessments Received recorded twice</b>			326,438
<b>LIABILITIES &amp; EQUITY</b>			
3000 · Reserve Fund Opening Balance	137,525		
300 · Operating Fund Opening Balance	81,337		
350 · Retained Earnings-Operating	643		
Net Income	106,933		
<b>Total Equity</b>	326,438		
 <b>TOTAL LIABILITIES &amp; EQUITY</b>			<b>326,438</b>

**SAN IGNACIO VISTAS, INC.**

**Expense vs Budget**

**As of March 31 2023**

	OPERATING		RESERVE		TOTAL	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUE:</b>						
400 · Assessments	96,216	96,216	37,500	37,500		
410 - Transfer and Document Fee	1,200	4,000				
420 · Fund Interest	626	265				
430 · Other Income						
4200 · Interest & Dividends			648	4,000		
<b>Total Revenue:</b>	<b>98,042</b>	<b>100,481</b>	<b>38,153</b>	<b>41,500</b>	<b>136,195</b>	<b>141,981</b>
<b>EXPENSES:</b>						
<b>Maintenance:</b>						
500 · Yearly Contract	11,914	32,676				
501 · Invasive Grass	0	4,000				
502 · Tree Trimming	3,600	8,000				
503 · Utilities	240	240				
505 · Other Maintenance	1,064	8,000				
506 · Erosion Mitigation	220	4,000				
507 · Plant Replace	0	4,000				
4201 - Reserves - Misc Exp.						
5003 · Walls and Monuments						
5004 · Other Maintenance						
5006 · Erosion						
<b>Total Maintenance</b>	<b>17,038</b>	<b>60,916</b>				
<b>Administrative:</b>						
510 · Contract Service	3,990	15,960				
512.1 Trainee	2,000	6,000				
511 · Board	0	300				
512 · Legal	0	3,000				
513 · Communications						
513.1 · Computer/ Internet	472	2,500				
513.2 · Telephone	386	1,200				
513.3 · Office Supplies	0	500				
513.4 - Printing/Repro	53					
513.5 · Postage/Delivery	0	300				
513.6 · Record Storage	0	708				
<b>Total 513 · Communications</b>	<b>911</b>	<b>5,208</b>				
<b>Total Administrative:</b>	<b>6,901</b>	<b>30,468</b>				
<b>Other Operating:</b>						
521 · Insurance	0	3,700				
522 · Membership Fee - GVC	2,736	2,736				
523 · Taxes and Contingency	264	500				
524 - Members Socials	200	300				
<b>Total Other Operating:</b>	<b>3,200</b>	<b>7,236</b>				
<b>Total Expenses:</b>	<b>27,139</b>	<b>98,620</b>	<b>38,153</b>	<b>41,500</b>	<b>65,292</b>	<b>140,120</b>
<b>NET REVENUE (EXPENSES)</b>						
Beginning Fund Balance	81,336		137,525		218,861	
Ending Fund Balance	152,239		175,678		327,917	

## ATTACHMENT B

### Landscaping Committee Meeting 3-27

Present Barry Bishop, Jeff DeVaney and Joyce Bulau

The meeting was held to discuss the drainage ditches on the hillsides of the following streets.

Gloria Vista, Vista Ridge, Prairie Hills, View Ridge, Gloria View and Harvest Moon.

We had one ditch cleaned on Gloria Vista, Joyce requested that board members review the repairs and give their opinion on having others repaired. Everyone was in favor of getting them cleaned out. The cost of the one completed by Tom Mullens was \$220.00. There are 14 ditches on this street. Each ditch is a different size. After discussion it was agreed that we would request Tom Mullens to do one more on Gloria Vista and that one or more of the landscaping team be present when the work is done.

Tom will call Joyce next week to set up a time and he said that he would find one that requires more work than the one completed. This will give us a better idea of what our cost could be. Each ditch will require more or less time and the cost will be different for each one.

Joyce recommend that we consider doing 1 street per year to keep our cost within the budget, this was not decided on. The number of ditches is from 8 to 14 on our interior streets.

#### UPDATE

**4-4** Tom picked a ditch and has sprayed for weeds but the spraying didn't kill the weeds so he will spray again. He did not want to use roundup but said that he would. But he will need a day without heavy winds. The ditch he is working on has 2 small flags next to the curb.

After discussion with Tom we agreed that he would bill per ditch

**4-10** We need to have all curbs sprayed as the wildflowers are almost finished blooming. After walking each street, Harvest Moon seems to have the most weeds along the curb. I will contact Flex Landscaping and ask them to schedule their spraying asap. One of our regular workers with Flex Landscaping was involved in a car accident. He tried to continue to work but it was discovered that he had brain damage that required surgery. Flex had a shortage of workers. He can't find people that are willing to work so it will take longer to get our hillsides cleaned up this year. I have spoken with board members in different HOA'S they are experiencing the same issue prices have gone up and less worker available.