

**San Ignacio Vistas, Inc.**  
**Homeowners Association Minutes**  
**Board Meeting - August 29, 2022**

The Meeting was held at: 4771 S Prairie Hills Drive

A quorum of the Board attended: Marianne Bishop, Joyce Bulau, Larry Engel, Glen Seela and Kam Morganti; Evie Parker, chair of the Social Committee and Amy Cordova, Reliable Secretary Service. The meeting was called to order at 3:03 pm using the agenda as distributed.

1. Introduced Amy Cordova, assistant to Marianne Bishop replacing Ivonne Maldonado.

**2. RELOCATION OF THE SIV MAILBOX – Joyce Bulau:**

Board agreed unanimously that the best location for the mail drop box is at the Vista Ridge Court. It is across from King Arthur Ct. and is a safer, quieter location. It will be situated next to the other boxes, but not on the concrete.

**3. OWNERS HANDBOOK- Marianne Bishop:**

Marianne presented sample of a proposed update to the Owner's Handbook. It is in a 3-ring binder with tabs for each section. Many documents have been revised since 2010. There is \$3k in budget and quotes received put it within that amount. The phone directory will be incorporated into the book instead of producing the book in the present format. Over time this will be a cost savings. RSS has until October to get them printed, assembled and distributed. The books will be hand delivered and a signature will be required.

MOTION was MADE, SECONDED, and UNANIMOUSLY PASSED to have the Owner's Handbook reproduced and distributed to all Lots.
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**4. LEGAL COUNSEL – Joyce Bulau:**

The Association is searching for a replacement of David McEvoy as he is retiring in December. There are two candidates whose information was distributed: Marian C. Smith and Jason Smith (ATTACHMENT A) Jason Smith has HOA experience, but both were recommended as a replacement by David. There will request a Zoom meeting in October to meet with each before making a final selection. David plans to work through November.

**5. SOCIAL COMMITTEE – Joyce Bulau:**

Joyce presented ideas regarding increasing the committee and having get togethers all year since most of the homeowners are full time residents. The next meeting is tentatively scheduled for October. Ideas were presented on the next social. Evie Hill will continue to chair the committee.

MOTION was MADE, SECONDED, and UNANIMOUSLY PASSED to provide \$100 for the Secret Santa Project for 2022.
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## 6. OTHER BUSINESS:

There was discussion about the importance of having an emergency contact for each Lot. When the 2023 dues notice is sent in December we will provide an update form emphasizing the need to have this information in our file.

The HOA meetings will be moved back to a Canoa Hills meeting room. The schedule for 2022-2023 was reviewed (ATTACHMENT B). The meetings were moved from 2 pm to 1 pm. The Secretary will request the Mesquite Rm.

The Application for Additions and/or Alterations to Property (Form 7.1) was revised. (ATTACHMENT C) Security deposits will be required prior to approving any major construction project.

Joyce reported on a home on Gloria View Court that reported water flowing into their backyard after the substantial rain that we recently received. Felix Landscaping dug a ditch behind the wall on August 19 to direct the water away from the wall. The backyard is lower than the outside perimeter. Further modification may be required.

Glen provided a picture received from a homeowners requesting they put wood behind their side gate to keep out critters. He will encourage her to use screen wire instead of the wood. He asked Marianne to contact her and request she submit an application and he will visit.

A large trailer has been parked in front of a home on Desert Grove Court. Marianne visited with the homeowner the week before and gave him an Owners Handbook. She highlighted the section on Storage Sheds and advised him that it will need modification to conform with our rules as it is not to be seen from the street. She also mentioned the antique gas pump located in the driveway.

The board also mentioned the trash bins being left in front of a new homeowner on Prairie Hills. Marianne has previously contacted them and will follow up to seek compliance.

Glen advised that a homeowner on Gloria Vista Drive has been leaving their courtyard lights on overnight. Marianne was requested to contact them as the lights are a disturbance.

Joyce provided a Landscaping Report and a report on her investigation of possible erosion on the lots on Sonoran View Drive (ATTACHMENT D).

**ADJOURNMENT:** The meeting was adjourned at 4:45 pm. The next meeting of the Board will be on Tuesday, October 11, 2022 starting at 1 PM in the Mesquite Room at Canoa Hills Recreation Center.

Respectfully Submitted,  
Amy Cordova, Assistant, Reliable Secretary Services

## Marian C. LaLonde, Director

Thanks for your message. I know David's retirement is a huge loss to all of his clients! See my responses below .

**From:** SAN IGNACIO VISTAS, INC. <[sivhoa.info@gmail.com](mailto:sivhoa.info@gmail.com)>  
**Sent:** Thursday, August 11, 2022 9:36 AM  
**To:** LaLonde, Marian <[mlalonde@fennemorelaw.com](mailto:mlalonde@fennemorelaw.com)>  
**Subject:** SAN IGNACIO VISTAS, INC.

We have been a client of David McEvoy since before 2010. Except for maybe two meetings in his office we have done all of our work with him via emails. To our amazement David usually responded to us the same day, sometimes in an hour, which was to us almost unbelievable, Needless to say, it has really spoiled us. Something that will be hard to replace! Absolutely! It has been really touching to hear how loved David is and how much he will be missed. I will miss him as well!

David said he would transfer his files once we choose a new lawyer.

Would you please respond to the following.

What is your hourly rate, and how do you base your charges? My rate is \$400/hr, billed in one-tenths of an hour. To help keep costs down, I rely heavily on my paralegal and a team of associates who bill between \$280-\$350/hour.

What is your willingness to work primarily by email exchanges? Yes, email is just fine.  
What is your general availability? I'm not sure how to answer this question. I always make myself available to my clients and like I stated above, work in a team so that there is always someone available to be responsive.

Since we are an age-restricted HOA are you comfortable with our special needs? Again, I am not sure how to answer this question, is there is something in particular you are concerned about? All of my clients have their own set of unique and special needs. I pride myself in getting to know all of my clients, their industries, their businesses and associations so I can best advocate for them.

Once we decide some members of our board would like to come to the firm to meet our new counsel, We expect to be able to do this in early October. Sounds good. If there is any additional information I can provide or if an introductory call will be helpful, please let me know.

**Jason E. Smith, Esq. Partner**

[www.smithwamsley.com](http://www.smithwamsley.com)

7375 East Tanque Verde Road

Tucson, Arizona 85715

(520) 492-9193

Thank you for contacting me about legal services for San Ignacio Vistas. I would very much like the opportunity to represent your community. We are a small, Tucson-based law firm providing a full range of services for our community association clients. We currently have three attorneys, including myself, and three staff members. We represent about 150 communities in southern Arizona. I have more than 20 years of experience as an attorney, the last 16 of which has been representing community associations in Arizona. My partner, Kaycee Wamsley, has been practicing for more than 10 years, and she supervises our assessment collection practice. Sean Moynihan has been an associate attorney with us for more than 6 years now. We are active in industry trade groups Community Associations Institute and the Arizona Association of Community Managers.

Turning to your specific question, my responses are in the order of your questions:

Our hourly rates currently range from \$265 to \$295 for 2022. There is more detail on the rates and our billing process in the attached representation letter. Our rates are competitive in the Tucson market, and we have not yet determined our rates for 2023. I am also attaching our optional agreements for assessment collections on a contingency basis and a basic legal question monthly retainer. I want to emphasize that the retainer is designed to address basic questions that commonly arise for community associations, which typically do not require research or review and analysis of documents, for example. It is often a good choice for board-managed communities like yours, but it is an option for the board that I wanted to share with you. David did not offer a plan like that to the best of my knowledge.

I am willing to provide advice by email. It is the primary mode of conducting business these days.

As far as availability, we are able to respond same day if that is what is needed. One of us can be available at any time to address your questions if you need an immediate response. I will be your primary point of contact unless you would rather use my partner, Kaycee Wamsley. However, we strive to acknowledge receipt of your emails the same or next day, and, if you did not state it in your email, confirm a timeline and budget for any opinion or work product you may be seeking. Our practice is, however, a dynamic one and never slow. We do have to prioritize our responses on a daily basis. So long as you let us know it is urgent, we will prioritize it accordingly.

We have a number of clients that are age restricted. Personally, I have extensive experience with the Housing for Older Persons Act (HOPA) and the Fair Housing Acts, so not only am I comfortable with handling the unique needs of a HOPA community, but I am also well-versed in the issues you may face.

In closing, the attorney-client relationship is or should be a very personal relationship. As we often say, clients hire lawyers, not law firms. I do not believe that you can evaluate an attorney simply by comparing hourly rates or websites. It is important to meet in person (or at least by phone or video conference) to get a feel for the personalities and communication styles as well as their knowledge and experience. I do believe that David and I have similar personalities and that may make me a good fit for some of his former clients, but I look forward to meeting with you and/or some of the other directors when you are ready, whether in October or otherwise. Please just let me know when you would like to meet.

PS: I am also attaching our legislative update for the recently completed state legislative session. There are a few new laws that will impact your community, most notably the political activity and sign law.

ATTACHMENT B

**2022-23 BOARD MEETINGS**

Date	Location	Time
Oct 11 2022	Canoa Hills Mesquite Rm.	1 PM
Nov 8 2022	Canoa Hills Mesquite Rm.	1 PM
Jan 10 2023	Canoa Hills Mesquite Rm.	1 PM
Feb 14 2023	Canoa Hills Mesquite Rm.	1 PM
Mar 6, 2023	Canoa Hills Saguaro Rm.*	9 AM
May 9, 2023	Canoa Hills Mesquite Rm.	1 PM
Oct 17 2023	Canoa Hills Mesquite Rm.	1 PM
Nov 21 2023	Canoa Hills Mesquite Rm.	1 PM

\*TENTATIVE – UPON CONFIRMATION WITH GVR FOR ROOM  
Registration begin at 8:30 AM, Coffee/tea/juice and pastries,

If it proves a necessity, a published meeting may need to be rescheduled or another added. An email blast to homeowners would be sent prior to the meeting announcing the date and purpose of the meeting.

Agendas and minutes are posted on the website ([www.sivhoa.org](http://www.sivhoa.org)).

Prior to attendance please call the Secretary at 520-330-6087 to confirm that it was not necessary to change the day, time or place.

ATTACHMENT C  
San Ignacio Vistas Inc  
ARCHITECTURAL COMMITTEE

**APPLICATION FOR ADDITIONS AND/OR ALTERATIONS**

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**DESCRIPTION OF PROPOSED WORK**, materials and color(s) Attach supporting information such as contractor proposals, mechanical drawings or literature from the manufacturer, photos or other representations of improvements that would help to describe the project. (Note that it is the Owner's responsibility to obtain the necessary permits, such as a Pima County building permit.)

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Use the reverse side if required.

Date work to begin: \_\_\_\_\_ Estimated completion: \_\_\_\_\_

Work to be performed by Homeowner \_\_\_\_\_. If not, please complete the following:

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

Contractor Address: \_\_\_\_\_

Contractor Phone Number: \_\_\_\_\_ License Number: \_\_\_\_\_

I have alerted the neighbors on either side of my lot regarding my plan to construct any structure that is outside of the existing footprint of my home as evidenced by their signatures

Lot \_\_\_\_ Lot \_\_\_\_

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I have read (and acknowledge) the applicable Rules that govern the requested procedure.

Please sign and date:

\_\_\_\_\_  
Applicant's signature Date submitted

FOLLOWING TO BE COMPLETED BY THE COMMITTEE

TRACKING NUMBER: \_\_\_\_\_ DATE RECD: \_\_\_\_\_ ADDITIONAL INFO REQUESTED: \_\_\_\_\_

DATE REVIEWED: \_\_\_\_\_ COMPLETED APPLICATION: \_\_\_\_\_

ACTION: \_\_\_\_\_

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SECURITY DEPOSIT REQUIRED YES \_\_\_ NO \_\_\_ AMOUNT \_\_\_\_\_ DATE REC'D \_\_\_\_\_

Upon completion call to arrange for final Inspection \_\_\_\_\_

Committee Signature \_\_\_\_\_ Date \_\_\_\_\_



## ATTACHMENT D

### LANDSCAPING REPORT

Spraying has been done for weeds along the curbs, The endcaps on Vista Ridge have been sprayed, weeds pulled and a couple of broken cactus where removed. We are also in the process of removing any of the larger cactus on the hillsides that are dead or dying.

Flex Landscaping has started to cut weeds, Vista Ridge upper area at the mailboxes was cut and cleaned on the 25<sup>th</sup> they also did the Del Sol entry area and removed a broken branch from one of the trees on Vista Ridge.

We need to add the large hill side stone beneath the SIV Monument on Frontage Road for spraying again.

There is a tree in the open space next to 4751 View Ridge the Owner Debbie Wilganowski requested that we remove a lower branch as it blocks some of her street view when she is backing out. I said that I would put it on our list of trees trimming and she was happy with that.

Continued

CONCEPT REPORT

SIV SONORAN VIEW DR.

HILLSIDE CONDITION OF THE AREA OUTSIDE OF HOMEOWNERS WALL

JULY 30, 2022

I visited these properties checking out the approx. length from the back wall to the drop off

The numbers are the house numbers

1797: this is on the upper curve area at the top of the street it is approx. 30 feet from the wall to where the land starts to drop down toward Calle Tres they also have some of their outside wall that faced east toward Del Sol and there were no issues with any areas

1785: this also has a lot of flat space and about 20 feet before it starts to drop off

1773: the land has a little slope the area beyond the wall is approximately 25 feet of land then it drops off down the hill. Owner has trimmed all the bushes in this area back to 3 feet high for his view. The area then slopes down the hillside and he has tree tops.

1761: the slope is about 20 feet out, they also have a drainage area along the wall that has been there a very long time with mid size rock to drain the water away from the wall.

1749: the slope is about 20 feet away from the wall and they also have the stone drainage along the wall. They have a drop to the ground from the top of the wall of about 30 feet

1737: did not visit this one as she was home but didn't come to the door. So I looked at it from properties on each side, 1749 & 1725 she has a good amount of space before the drop off and some of the rock area along the wall for drainage

1725: their space before the drop off was about 8 feet they have the rock along the wall for drainage there was some curve to the wall and in a small section it is only about 3 feet from the wall to the drop off.

1713: didn't go in but did look from the other houses did see any issues

1701: the west side of the wall has approximately 15 feet before it drops off the middle is about 4 feet with a gentle drop off and the eastside is 40 to 60 feet of open space before it drops off

1689: is on the corner and they have a huge area of ground

After spending my morning checking this out, I am happy to say we won't be needing to put monies aside for this area. I do not think we will have any issues for many years to come. The areas off Calle Tres where you can see the ditches from the road, well none of them are anywhere near our homes.