

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – January 21, 2020
Board Approved: January 23, 2020

The meeting was held in the Conference Room of the Green Valley Council at 555 N La Canada Drive. A quorum of the board present: Marianne Bishop, Joyce Bulau, Shelli Knopik, Eileen Ridenour & Glen Seela; Road Committee: Pat Imgrund, Chair; members: Randy Aronson, Larry Engel, John Haymond and Lee Kochan; Also, present: Jeff DeVaney, Evie Parker, Gary Powers & Jack Powers. The meeting was called to order at 9 AM using a revised agenda.

1. COMMITTEE REPORTS

Maintenance - Road Subcommittee – Pat Imgrund, Chair

Pat Imgrund was in receipt of the contract from Tucson Asphalt for the resurface of our roads that is planned for June of 2020. His committee met prior to the board meeting to review the contract and the minutes of that meeting were provided to the Board. (Attachment A). Because the bid was substantially higher than previously quoted, Pat was asked by members of the road committee to get bids for other applications. (Attachment B). The board was provided with these as well as an email from Don White, who was a member of this committee prior to moving, and had spent many years researching this project (Attachment C).

Pat opened the meeting giving a detailed history of the research the committee has done since early 2016. They have determined that Green Asphalt is the favored method of preserving our roads. The Board and Financial Advisory Committee have been working toward having road repairs done before the overlay could be applied as well as building reserves in order to be able to pay cash for the project. A majority of the Road Committee recommended executing the contract. It was clear that if we delayed approving the project it would necessitate putting more money into crack seal and seal coat to continue to preserve the road base and costs will only continue to escalate.

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED granting the Secretary authority to execute the contract in the amount of \$538,466.74 on behalf of SIV (Attachment D).

2. OFFICERS' REPORTS

A. President

Because of personal matters Eileen Ridenour found it necessary to resign from the board. She expressed regret and that she enjoyed her time and would help in any way she could as time permits.

A MOTION was MADE by Marianne Bishop SECONDED and UNANIMOUSLY PASSED appointing Jeff DeVaney to complete Eileen Ridenour's term.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED appointing Jeff DeVaney as a member of the Architectural Committee.

A request was received from a homeowner to form a Social Committee.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED appointing Evie Parker as Chair with committee members Bonnie Hermann and Jane Tobin.

The committee is planning a cocktail party on February 9 and have invited homeowners moving into SIV in 2017, 18 and 19.

B. Secretary

The minutes of the November 12, 2019 meeting were emailed to the board members after the meeting and were unanimously approved as distributed.

The December 14 lunch catered by Sweet Peas was held at Canoa Hills Center and attended by 85 homeowners. It was very successful and the first time we had assigned seating which worked well and provided organization for such a large group.

A MOTION was MADE by Marianne Bishop SECONDED and UNANIMOUSLY PASSED to set the record date for Homeowners eligible to receive a Notice and Agenda for the Annual Meeting of Members as February 15, 2020.

The February 10 board meeting will be dedicated to putting together the agenda and a Power Point for the Annual Meeting of Homeowners on March 5, 2020. The confirmed speaker will be David Tyrpak from Tucson Asphalt.

C. Treasurer

The Financial statement ending December 31, 2019 (**Attachment E**) was reviewed. Judy Barkley has the 2019 books and is working on preparing the Audit Report to be presented to the board at the February meeting. All dues have been paid except for one which is expected to be received by the end of January.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED to retain excess revenue from 2019 in the 2020 Operating Fund.

The 2020 contribution to the Reserve Fund of \$20,064 was made on January 4, 2020.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED to raise the Transfer and Document fees for real estate closings from \$150 to \$180 each.

The 2020 budget will be finalized at the February meeting now that we have signed the contract for the resurfacing project.

A MOTION was MADE, SECONDED and UNANIMOUSLY PASSED accepting the Treasurer's Report subject to Audit.

3. CONTINUING BUSINESS - None

4. NEW BUSINESS

Jeff DeVaney attended an Architectural Committee meeting sponsored by the Green Valley Council on January 15 where members from other HOA's shared their experiences.

5. ADJOURNMENT

The meeting was adjourned at 11:10 AM. The next meeting is February 10, 2020 and will be held in the Mesquite Room of Canoa Hills Center starting at 9 AM.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

(ATTACHMENT A)
MINUTES
1/16/20 Road Sub-committee meeting

Present: John Olivas of Pima County DOT

Road Committee Members: Duane Feltstet, John Haymond, Randy Aronson, Lee Kochan and Pat Imgrund, Chair, were in attendance. Larry Engle was excused.

Before John Oiiivas' arrival Pat explained where we were in the overlay project. Pat noted that Larry Engle had expressed his opposition to recommending the project to the SIV board without a competitive bid process. That has always been a problem with using the Green Asphalt product, because no other vendor has a comparable product, therefore you cannot get an apples to apples bid.

Pat stated that Canoa Seca Estates II had received a similarly priced proposal for Green Asphalt and that Desert Hills II had received from Tucson Asphalt a \$2.2 million proposal to mill and repave their roads. Pat said that the public works directors in Sahaurita and Bisbee have both said they are pleased with the Green Asphalt overlays done in their areas in the past two years.

John Olivas arrived and reviewed Tucson Asphalt's proposal. It looked in order except there was no explanation how Tucson Asphalt was going to deal with the survey monuments in the roadway. County law regulates how to deal with these along with the sewers, water valves, and water meters that are in the roadway. Pat said he would follow up with David Tyrpak of Tucson Asphalt. John said that while the proposal is expensive it does fall within the range we should expect.

John offered his thoughts on the status of our roads and the different processes available to treat them. He believes that currently our roads would be rated at approximately 70 where 100 is new and 40 is failed. He said our roads could go 7 to 12 years with minimal maintenance before reaching the failed condition. John said that Green Asphalt is good, but there are other options that could serve us well. John said that the county cannot help us manage this project and we cannot join their bidding process. He said one Green Valley HOA project that the county is doing this year is a mill and replace at \$19.52/ Sq Yd and has more concrete work than our project. Our project is priced at \$11.70/ Sq Yd.

After John left, our discussion continued. I believe that Tucson Asphalt's proposal would have been better accepted had it come in closer to what we had planned for, but because it did not the members felt that we should move it on to the board without a recommendation. Pat was directed to contact Tucson Asphalt and request from them pricing and life expectancy of the following road treatments:

Micro-surface, 2" mill and fill, and a 1" conventional asphalt overlay.

We will wait for the board to decide whether to accept or not accept the proposal, before scheduling another meeting.

Pat Imgrund, Chair



Marvin M Black Award Winner
Certified S.B.E.

January 20, 2020

Proposal #20-0017

San Ignacio Vistas
4771 S. Prairie Hills Drive
Green Valley, Arizona 85622

To: Pat Imgrund
Phone: 520-207-5178
Email: patimgrund@gmail.com

Reference: **Green Asphalt™ Patent Pending Asphalt Overlay/ Mill & Fill/ Microsurfacing/1" Conventional Overlay**

Option 1 Installation of Green Asphalt™ Patent Pending Asphalt Overlay (415,897 SF) 15 Years +:

Taper Milling - Taper mill to increase thickness of the new pavement edge and provide a smooth overlay transition at various locations.

Chip Seal Cracks – Clean cracks larger than 1" inch and install chip oil and 3/8" fracture chip.

Green Asphalt™. Sweep, clean and tack coat the existing pavement as needed to prepare for "Green Asphalt™". Furnish, deliver and install our patent pending "Green Asphalt™ Patent Pending Overlay", at an average compacted thickness of one (1") inch. Fill cracks 1" or larger and low areas ahead of the paver with "Green Asphalt™".

Casting Adjustments – Adjust 60 manholes, 53 water valves, and 2 water meter boxes to grade and incase them in concrete with rebar being placed in the manhole's locations only per county spec.

Striping – Install approximately 18 "Stop Bars", 6 8' "SLOW" stencils, 1,212 LF of single line centerline, and 20 blue hydrant markers.

Above pricing includes sales tax. **Total: \$538,466.74

Option 2 Mill 2.5" and Replace with 2.5" PAG #2 (415,897 SF) 20 to 25 Years:

Lower Utilities – Lower all water valves, manholes, meter boxes and remove all monuments.

Milling – Mill existing pavement to a depth of 2.5" and haul material offsite.

Grading – Water, grade, and compact existing base material.

Asphalt Paving - Tack coat all vertical edges; furnish, deliver and install an average compacted thickness of (2.5") inches of PAG specification hot mix asphalt #2 arterial mix with no rap.

Casting and Monument Adjustments – Adjust 60 manholes, 53 water valves, 51 monuments and 2 water meter boxes to grade and incase them in concrete with rebar being placed in the manhole's locations only per county spec and also all monuments being recorded by a certified surveyor.

Striping – Install approximately 18 "Stop Bars", 6 8' "SLOW" stencils, 1,212 LF of single line centerline, and 20 blue hydrant markers.

Above pricing includes sales tax. **Total: \$1,187,692.03

Option 3 Micro Sealing (415,897 SF) 5 to 8 Years:

Crack Seal – Clean pavement cracks with compressed air, power blowers and/ or pickup brooms as needed, prior to crack sealing. Seal all pavement cracks 1/4" and wider (excluding surface cracks and alligatored areas) with the highest quality Crafcro P.L.S. hot rubberized crack seal material blended in a modern oil jacketed temperature-controlled machine capable of pumping the rubber to a bander box, bullet pot, or through a heated hose and often followed by vee squeegees.

Micro Sealing – Clean existing asphalt pavement haul debris offsite, furnish, deliver and install a "Type 2 Micro Seal" over approximately 415,897 SF.

Striping – Install approximately 18 "Stop Bars", 6 8' "SLOW" stencils, 1,212 LF of single line centerline, and 20 blue hydrant markers.

Above pricing includes sales tax. **Total: \$186,150.04

Option 4 Installation of 1.25" Traditional Asphalt Overlay (415,897 SF) 8 to 10 Years:

Taper Milling - Taper mill to increase thickness of the new pavement edge and provide a smooth overlay transition at various locations.

Chip Seal Cracks – Clean cracks larger than 1" inch and install chip oil and 3/8" fracture chip.

Asphalt Overlay – Sweep, clean, and tack coat existing asphalt pavement. Furnish, deliver, and install an average compacted thickness of (1.25") inches of PAG specification hot mix asphalt #3 arterial mix with no rap.

Casting Adjustments – Adjust 60 manholes, 53 water valves, and 2 water meter boxes to grade and incase them in concrete with rebar being placed in the manhole's locations only per county spec.

Striping – Install approximately 18 "Stop Bars", 6 8' "SLOW" stencils, 1,212 LF of single line centerline, and 20 blue hydrant markers.

Above pricing includes sales tax. **Total: \$479,524.25

Alt #1 Fog Seal For New Asphalt Pavement (415,897 SF).

Furnish, deliver and install Fog Seal (CSS-1H 1:1 dilute) at the manufacturer's suggested application rate of .11 gallons per square yard (traffic ready in 5 hours).

Above pricing includes sales tax. **Total: \$43,885.13

Clarifications:

1. There is to be "No Parking" on the streets during construction hours.
2. All striping will include glass beads.
3. It will be the responsibility of "San Ignacio Vistas" to notify all residents on the construction schedule.
4. 51 monuments will have a cap installed to the top of the monument before paving is to begin when the overlays are being installed only.
5. 53 water valves, 60 manholes and 2 water meter boxes will be set in concrete after the installation of the rubberized asphalt overlay.
6. Two message boards will be onsite seven days before paving is to begin and then throughout the paving operation.
7. Fog seal is only for Options #2 and #4 and we only recommend the "Fog Seal" to be installed on new regular asphalt pavement.

Thank you for the opportunity to provide pricing on the above project. Please feel free to call me should you require any additional assistance.

Sincerely;

Tucson Asphalt Contractors, Inc.

David Tyrpak
Estimator/Project Manager
C: 520-977-0505
E-mail- david@tucsonasphalt.com



ATTACHMENT C

1/19/2020

To: Marianne Bishop – SIV HOA

From: Don White – Member of the SIV Road Committee (2013 – 2018)

Subject: SIV Road Maintenance and Rehabilitation

Because of my participation on the Road Committee when we were planning for the major renovation in the 2019-2020 time frame, I wanted to share my input now that you are in the decision making process.

During our investigations the Road Committee researched several important topics:

1. The maintenance and repair schedules provided by the Reserve Planning organizations are based heavily on averages over many HOAs and other pavement life data from vendors and public service organizations. We found that our roads were in much better condition than the average, allowing us to spend wisely by doing what needed to be done when it needed to be done, rather than blindly following some “recommended” schedule of crack fill and seal coat.
2. New trends in technology were becoming available that provided attractive alternatives to the conventional pulverize and repave or the mill and repave approaches. A lower cost solution called “Thin Overlay” was now available to rehabilitate roadways that had a sound base and had been properly maintained.
3. The conventional approaches that use very heavy machinery on HOA streets, not originally built to the more stringent specifications of highways, can actually cause damage to both the road base and the buried utilities resulting in subsequent problems soon after the new pavement is installed.

After consulting with both vendors and independent consultants, we concluded that SIV roads were a good candidate for a thin overlay and would require only minimal pre-application repairs if the project were done in the 2019 to 2020 time frame. We would then have a smooth new surface to which we would apply the same maintenance oversight as in the past.

I believe that revisiting the conventional alternatives would not change the conclusion that the thin overlay is the most appropriate choice for SIV and that Tucson Asphalt has demonstrated their ability to properly apply this solution and has submitted a proposal in line with the scope of the work required. It is my understanding that they have reserved a slot in their schedule for SIV and I have no doubt that if SIV hesitates, they will easily fill it with another opportunity, resulting in SIV needing to perform road maintenance that could otherwise be avoided.

I hope my comments may be of some help as you make your decisions and I wish you every success.

Regards,

Don White



TUCSON ASPHALT CONTRACTORS INC.

EQUIPMENT
WORLD *contractor of the year*

Marvin M Black Award Winner
Certified S.B.E.

January 15, 2020

Proposal #20-0017

San Ignacio Vistas
4771 S. Prairie Hills Drive
Green Valley, AZ 85622

Pat Imgrund, Chair-Road Committee
Phone: 320.293.3566
Email: patimgrund@gmail.com
Reference: **Green Asphalt™ Patent Pending Asphalt Overlay**

Installation of Green Asphalt™ Patent Pending Asphalt Overlay (415,897 SF):

Taper Milling - Taper mill to increase thickness of the new pavement edge and provide a smooth overlay transition at various locations.

Chip Seal Cracks – Clean cracks larger than 1” inch and install chip oil and 3/8” fracture chip.

Green Asphalt™. Sweep, clean and tack coat the existing pavement as needed to prepare for “Green Asphalt™”. Furnish, deliver and install our patent pending “Green Asphalt™ Patent Pending Overlay”, at an average compacted thickness of one (1”) inch. Fill cracks 1” or larger and low areas ahead of the paver with “Green Asphalt™”.

Casting Adjustments – Adjust 60 manholes, 53 water valves, and 2 water meter boxes to grade and incase them in concrete with rebar being placed in the manhole’s locations only per county spec.

Striping – Install approximately 18 “Stop Bars”, 6 8’ “SLOW” stencils, 1,212 LF of single line centerline, and 20 blue hydrant markers.

Above pricing includes sales tax. **Total: \$538,466.74

Clarifications:

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6. Two message boards will be onsite seven days before paving is to begin and then throughout the paving operation.

Thank you for the opportunity to provide pricing on the above project. Please feel free to call me should you require any additional assistance.

Sincerely;

Tucson Asphalt Contractors, Inc.

David Tyrpak
Estimator/Project Manager
C: 520-977-0505
E-mail- david@tucsonasphalt.com



Proposal #20-0017

To: Pat Imgrund

Re: San Ignacio Vistas

1) INTELLECTUAL PROPERTY NOTICE "IMPORTANT". Green Asphalt™ is the intellectual property of Tucson Asphalt Contractors Inc. Green Asphalt™ is a proven product, and the result of Tucson Asphalts' extensive development and expense. Sampling of the materials by any Agency, Buyer, Second, Third or Other Parties without the express written permission of Paul J. Polito, The President of Tucson Asphalt Contractors Inc., is strictly prohibited. Tucson Asphalt has an in-depth plan in place to immediately, legally and vigilantly protect our extensive product development patent work and trademarks. The intellectual property protection plan includes pursuit of perceived or proven attempts to sample and/or reverse engineer our Green Asphalt™.

2) QUALITY ASSURANCE. Certifications, when required will be based on test results from our independent, Certified Geotechnical Lab. Tucson Asphalt's regular testing of our Green Asphalt™ for Public and/or Private projects consists of 1 cold feed and 1 extraction test daily, (see quality assurance sample letter from Atek) attached. Independent Test Results that are outside our design targets will comply with Pag section 110.

3) 4 YEAR WARRANTY Green Asphalt™ Rubber Polymer Asphalt 4-year warranty applies to projects installed by Seller beginning in 2017. Warranty covers surface raveling, shoving, peeling and reflective cracking. Seller will seal cracks wider than 1/4" as measured in the sun at noon in August of the 4th year; said cracks will be sealed with hot rubberized crack sealer prior to the end of the 4th year. Seller further warrants its completed work to the original owner, to be free of defects in materials and workmanship, however subject to limitations of theoretical quantities, and work items proposed. Repairing damage caused by normal wear and tear, abuse, weather, third parties and Acts of God are not covered. Seller will, at Sellers' option, repair or replace limited and affected areas, defective in workmanship or materials. Warranty is void until all monies due are paid, including legal fees, change order monies, collection fees and interest. Warranties may be withdrawn for all or part of the work should the Buyers' direction to precede, conflict with the recommendation of the Seller **and/or should the Buyer decide to apply sealers or other surface coats to the Green™ within the warranty period, without the written permission of the Seller.**

4) STANDARD EXCLUSIONS ARE; Any and all items of work, not specifically proposed, Security services, prevailing wages, certified payroll, night, overtime, weekend or holiday work, non-standard or unsafe labor practices. Sellers' best efforts are directed to eliminating standing water, however we cannot guarantee complete and immediate run off in areas where less than 1/2 of 1% of fall occurs, overlay areas, or areas graded by others.

5) CANCELLATION; Stop Work. Prices are valid for 15 days from date of proposal. Seller may suspend, discontinue or cancel the work, or when, "in the Seller's opinion", a hostile, unhealthy, illegal or unsafe work environment exists, or when seasons or weather may threaten the finished product.

6) TIME, SELLER INTENDS to provide the work with as little delay as possible, but Seller will not be responsible for delays such as schedule issues, market forces, weather, landscape or other water sources, vehicles and other trades in Sellers' work areas, and other unforeseen conditions. Should Sellers' work be delayed by the fault or instruction of the Buyer, Seller may recover delay costs from the Buyer.

7) PROPOSAL IS BASED ON Seller completing work within 20 days of mobilization and in various sections. In the event Seller's work is not completed as set forth above, through no fault of Seller, Seller shall be entitled to a reasonable price adjustment for the work. Claims for loss of use, lost income or other claims made by the Buyer or third parties are prohibited and the Buyer agrees to interpret this contract to indemnify and hold harmless the Seller from all claims.

Buyer's Signature: constitutes having read, understanding and acceptance of all of the items proposed and the standard terms creating a binding contract, original, fax, or email and same becomes part of any known contracts between the parties and is considered "the legal contract". Buyers' plans and specifications may conflict with this contract and if so, the terms of this proposal shall prevail.

Principal Buyer's Signature: 

Printed Name: Marianne Bishop, Secretary Date: January 22, 2020
SAN IGNACIO VISTAS, INC.

TO ORDER, PLEASE SIGN & RETURN. Mail, Email, or OUR FAX # IS 520-408-0929

ATTACHMENT E

1/9/2020
Cash Basis

SAN IGNACIO VISTAS, INC.
BALANCE SHEET
As of December 31, 2019

Current Assets	<u>OPERATING</u>	<u>RESERVE</u>	<u>TOTAL</u>	<u>GAIN/(LOSS)</u>
120 · COMMERCE CHECKING	105,134			
1502 · COMMERCE RESERVE		60,293		
1507 · WASH FED 5yr 2/13/20 APY 1.95%		65,935		
1510 · WELLINGTON -VWENX (MV=79,038)		66,072		15,637
1511 · VANGUARD - MM		11,470		
1512 · 1512 VANGUARD - WTSAX (MV=44279)		33,056		11,646
1513 · WELLS FARGO CD 3-30-20 2.55%		240,000		
1514 · BMO-11 MO CD 6/2/20 APY 2.40%		105,135		
170 - Prepaid Expenses	1,143			
2100 - Due from Operating Fund		28,237		
TOTAL ASSETS	<u>106,277</u>	<u>610,198</u>	<u>716,475</u>	<u>27,283</u>
LIABILITIES				
250 - Assessments Rec'd in Advance	53,303	28,237	81,540	
210 - Due to Reserve Fund	28,237		28,237	
TOTAL LIABILITIES	<u>81,540</u>	<u>28,237</u>	<u>109,777</u>	
FUND BALANCES				
300 · Operating Beginning Balance	21,668		21,668	
3000 · Reserve Beginning Balance		545,767	545,767	
Net Increase/(Decrease)	<u>3,069</u>	<u>36,194</u>	<u>39,263</u>	
TOTAL FUND BALANCES	<u>24,737</u>	<u>581,961</u>	<u>606,698</u>	
TOTAL LIABILITIES & FUND BALANCES	<u>106,277</u>	<u>610,198</u>	<u>716,475</u>	

	Operating		Reserve		Total Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Income						
Operating Fund						
400 · Assessments	82,120	82,120	41,000	41,000		123,120
410 · Transfer and Document Fees	4,800	3,600				
420 · Operating Fund Interest	805	130				
Reserve Fund						
4200 · Interest & Dividends			13,380	11,000		
TOTAL REVENUE:	87,725	85,850	54,380	52,000	142,105	137,850
Expense						
Operating						
Maintenance Expenditures						
500 · Yearly Contract	40,000	40,000				
501 · Invasive Grass	3,450	3,000				
502 · Tree Trimming	8,878	5,000				
503 · Utilities	240	550				
505 · Other Maintenance	5,466	4,000				
506 · Erosion Mitigation	0	3,000				
507 · Plant Replace	1,799	2,500				
5000 · Street Repairs			10,383	14,000		
5006 · Erosion Mitigation			7,803	10,000		
Total Maintenance Expenditures	59,833	58,050	18,186	24,000		
Administrative						
510 · Contract Service	13,380	13,400				
511 · Board	396	500				
512 · Legal	105	1,500				
513 · Communications						
513.1 · Computer/ Internet	2,044	1,500				
513.2 · Telephone	980	1,400				
513.3 · Office Supplies	97	50				
513.4 · Printing/Reproduction	566	2,300				
513.5 · Postage/Delivery	178	300				
513.6 · Record Storage	588	540				
Total 513 · Communications	4,453	6,090				
Total Administrative	18,334	21,490				
Other Operating						
521 · Insurance	3,435	3,500				
522 · Membership Fee - GVC	2,166	2,170				
523 · Taxes and Contingency	888	600				
Total Other Operating	6,489	6,270				
Total Operating	84,656	85,810				
Total Expense	84,656	85,810				
Net Income	3,069	40	36,194	28,000		
Beginning Fund Balance	21,668	17,891	545,767	505,413		
	24,737	17,931	581,961	533,413	606,698	551,344