

San Ignacio Vistas, Inc.
Homeowners Association Minutes Board Meeting
October 8, 2024

Meeting held at: GVR, Canoa Ranch Recreation Center in the Amado Room

A quorum of the Board attended: Marianne Bishop, Joyce Bulau, Jeff DeVaney, Kam Morganti and Glen Seela and Amy Cordova from RSS. The meeting was called to order at 2:00 pm.

1. COMMITTEE REPORTS:

A. Architectural, Glen Seela, Chair

There have been three applications processed since the meeting in September. (See Attachment A)

**B. Maintenance Committee,
Landscape Sub-Committee, Joyce Bulau Chair**

Joyce Bulau presented the committee report. (See Attachment B)

New Maintenance Contract and Weed Control contract with Felix Landscaping was presented to the Board for approval. (See Attachment C)

A MOTION was MADE, SECONDED AND UNANIMOUSLY APPROVED to approve contracts with Felix Landscaping for 2025.

Two new benches have been purchased and installed in the common areas.

A MOTION was MADE, SECONDED AND UNANIMOUSLY APPROVED to approve the two new benches.

C. Social Committee, Kam Morganti

Kam met with the Legion Club regarding the Holiday party on December 13th. They will not be raising the price. December 20th is the Gaslight Theater event. The Committee will be meeting next week to go over plans. Sara will be the chair for the chili social event. The committee has received permission from post office to place signs at the bottom of the mailboxes. The committee will be putting them up and taking them down.

2. OFFICERS REPORTS:

A. President's Report, Joyce Bulau

Joyce presented the President's report. (See Attached D)

B. Treasurer, Marianne Bishop

Financial Report was presented as of September 30, 2024 (See Attachment E)

A MOTION was MADE, SECONDED AND UNANIMOUSLY APPROVED to approve the financial report ending September 30, 2024.

C. Secretary, Amy Cordova

Green Valley Recreation has sent their new policies for the upcoming year. Reservations are made first come, first serve and scheduling begins on October 2nd. Our association's requests were emailed to them on Oct. 2nd.

Three people have volunteered to decorate the monuments for the Holidays.

Respectfully Submitted,
Amy Cordova, Secretary
Reliable Secretary Services

ATTACHMENT A

**ARCHITECTURAL COMMITTEE {AC}
OCTOBER 2024**

LOT	REQUEST	ACTION	DATE
115	ROOF REPLACEMENT	APPROVED	9-26-24
084	GARAGE DOOR REPLACEMENT	APPROVED	9-27-24
195	SOLAR PANEL INSTALLATION	APPROVED	9-29-24

ATTACHMENT B

LANDSCAPING REPORT, OCTOBER 2024

We have been busy working with Felix Landscaping on how the hillsides should look for 2025. We will have three workers, and they will complete a street before moving onto the next street. We still have the areas behind the homes along our borders to cut down. We cut approximately ten feet.

On my daily walk arounds, I have noticed that some homeowners have put bird feeders on the outside of their wall. I will be stopping over to speak with them this week.

Marianne did a short ride around last week to show Amando where two or three different plants are growing together. We want one plant only.

Joyce Bulau, Chair

Felix Landscaping

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

Maintenance Contract

2025 San Ignacio Vistas, Inc.

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

1. The term of Contract is for a period of 12 months beginning January 1, 2025, and ending December 31, 2025.
2. The Contractor will provide 1878 hours of work over each 12-month period and is calculated at \$28. for each man hour. Contractor will be paid monthly \$4384.
3. Contractor will submit an invoice on the last day worked each month. This invoice will include date, hours, and area and type work that was done during the month. The invoice will be processed by the 5th business day of the month.
4. Contractor will provide labor and equipment to perform any and all services specified in this contract.
5. Contractor will meet with maintenance chair periodically to discuss the schedule work and address any issues/concerns of the chair. Contractor will supervise the completion of services needed to maintain a clean and quality appearance of the entire subdivision.
6. Contractor has agreed to supply, the best of his ability, a 3-person crew for each visit, and that one of the crew will be able to understand English.
7. Landfill fees incurred by Contractor while performing normal maintenance shall be reimbursed by SIV.
8. Contractor will submit a bid and obtain approval for any additional projects requiring extra work outside of the contract such as erosion control or storm damage.

9. Scope of Work covered by the Contract is identified in the Legend of the Colored Map as part of the Contract and are identified below as follows:



ENTRANCES checked each visit and will be serviced as needed.

RED - End Caps & Landscaped/Graveled Areas are a priority and will be serviced as needed. This includes the gravelled circles which are in the common area on View Ridge.

GREEN - All green areas will be done twice a year. All 5 north/south hillsides will be cut twice a year, and each street will be completed before moving to the next street. During Monsoon, grasses on these streets will not be cut.

All BOP's in the common areas will be cut back during the Winter months.

BLUE – Cut 10 feet from the wall once a year.

PURPLE As needed.

ORANGE – Maintain the Main Drain and ensure operation prior to the Monsoon.

- 10. Sweep and remove excess dirt and debris (seed pods) from streets, mailbox pads, parking areas.
- 11. During the life of this contract, Contractor will maintain general liability and property damage insurance required by law. Insurance shall be as follows: Property Damage \$2,000,000; and liability Insurance \$1,000,000 per occurrence.
- 12. Contactor agrees to indemnify and save San Ignacio Vistas HOA, its officers and agents harmless from and against any and all claims, liabilities, cost, expenses, and damages (including reasonable attorney's fees and cost) based upon, related to or arising out of the acts or omissions of Contactors or Contractor's employees or agents in the performing of Contractor's obligation hereunder.
- 13. This contract may be terminated by either party in the event of the breach hereof by the other party which termination shall be effective on the date specified in the written notice of termination, but not more than 30 days from the date of such notice. In addition, either party, without cause or reason, upon 30 days prior written notice, may terminate this contract.

This Agreement shall be governed by the laws of the State of Arizona and constitutes the entire agreement between parties regarding its subject matter.

The contract is made as of this _____ day of _____ 2024

BY: _____
ARMANDO FELIX, OWNER
FELIX LANDSCAPING

BY: _____
JOYCE BULAU, PRESIDENT
SAN IGNACIO VISTAS, INC

Felix Landscaping

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

2025 Weed Control Contract San Ignacio Vistas, Inc. Homeowners Association

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, 2025, and an ending date of December 31, 2025.
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 2025 begins and could continue until the end of the year for any remaining plants.
4. 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.
5. 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.
6. Pre-emerge twice per year for grass and weeds in the sidewalks and between the edge of the curb and roadbed well as all endcaps and landscaped identified in red on the SIV plot plan. If weeds emerge in these areas, post emergent will be applied at no cost.
7. The maximum sum for this work is \$17,000 and invoices will be submitted monthly based on hours and product used.

FELIX LANDSCAPING

SAN IGNACIO VISTAS, INC.

By _____

By: _____

Armando Felix, Owner

Joyce Bulau, President

Date: _____

Date: _____

ATTACHMENT D

HOA MEETING, PRESIDENT'S REPORT

OCTOBER 8, 2024

1. Felix Landscaping contract for 2025, review what was changed for next year's contract.
2. I received a call from Amy that a homeowner at 1812 Vista Ridge Dr., about trimming back one of our trees that will soon be hanging over his roof. We missed it when we did our trimming. I called TLC Landscaping, and it will be trimmed this week.
3. We purchased two benches, one on Meadow Ridge and one on Prairie Hills Dr. The small one that was on Prairie Hills is now on Desert Grove.
4. I visited with a homeowner on King Arthur Ct. about weeds along the back wall. I advised her again that we only do once a year. I looked at the area in question. She wanted a date. I advised her that I didn't have a date at this time.
5. Outdoor decorations are mentioned in the owners handbook in section 3.10. We have an owner on Harvest Moon that has a full front yard of decorations. I had two walkers question the amount of decorating. I visited in daylight and after dark they are not breaking any of our rules. The owner's handbook states the following:
3.10 HOLIDAY LIGHTS:
Holiday lights and similar decorations are permitted not earlier than 30 days before and shall be removed no later than two weeks after the holiday.
SECTION 4.28 LIGHTING:
Uncovered lighting, floodlights, or other high intensity lighting having adverse impact on neighbors due to location, wattage or other features is not permitted.

ATTACHMENT E

SAN IGNACIO VISTAS, INC.
Assets, Liabilities and Fund Balances
As of Sept. 30 2024

ASSETS	<u>OPERATING</u>	<u>RESERVE</u>	<u>TOTAL</u>
Checking/Savings			
120 · COMMERCE CHECKING	20,308		
123 · VMRXX - FEDERAL MONEY MARKET	<u>74,513</u>		
Total Operating Fund			<u>94,821</u>
1511 · VANGUARD - MM		39,153	
1502 · COMMERCE RESERVE		2,729	
1519 · 500 INDEX ADMIRAL		53,198	
1520 · GOLDMAN SACHS		<u>60,000</u>	
Total Reserve Account			<u>155,080</u>
Accounts Receivable			<u>-735</u>
150 · Assessments Receivable Annual			<u>249,166</u>
EQUITY			
300 · Operating Fund Balance			81,337
3000 · Reserve Fund Balance			137,525
350 · Retained Earnings-Operating			42,077
Net Income			<u>-11,773</u>
TOTAL EQUITY			<u>249,166</u>

San Ignacio Vistas, Inc.

Expense vs Budget

As Sept. 30, 2024

	OPERATING		RESERVE		TOTAL	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
REVENUE						
400- Assessments	99,180	99,180	38,760	38,760	137,940	137,940
410- Transfer/Doc Fees	2,400	2,400				
420-Dividends/Interest	3,706	2,600				
430-Other Income						
4200- Dividends/Interest			5,825	4,000		
Total Revenue	<u>105,286</u>	<u>104,180</u>	<u>44,585</u>	<u>42,760</u>	149,871	146,940
EXPENSES:						
ADMINISTRATIVE						
510-Contract Service	17,280	22,800				
511-Board	211	400				
512-Legal	510	3,000				
513-Communication						
513.1 Computer	2,844	3,000				
513.2 Telephone	1,316	1,800				
513.3 Supplies	265	360				
513.4 Printing	135	600				
513.5 Postage	232	300				
513.6 Storage	0	708				
TOTAL ADMINISTRATIVE:	<u>22,793</u>	<u>32,968</u>				
MAINTENANCE						
500-Yearly Contract	26,703	35,600				
501-Invasive Grasses	15,400	17,000				
502-Tree Trimming	7,250	7,000				
503-Utilities	150	140				
505-Other Maint.	9,461	10,000				
507-Plant Replacement	820	3,000				
5000-Street Repairs			68,314	70,000		
5001 · Curbs/Sidewalks			190			
5003-Monuments/Walls			8,230	10,000		
5004-Other Maint			500	-		
TOTAL MAINTENANCE:	<u>59,784</u>	<u>72,740</u>	<u>77,234</u>	<u>80,000</u>		
Other Operating						
521-Insurance		4,200				
522-GVC	3,192	3,192				
523 Tax/Contngency	500	2,000				
524 Social	126	400				
TOTAL OTHER OPERATING	<u>3,818</u>	<u>9,792</u>				
TOTAL EXPENSES	<u><u>86,395</u></u>	<u><u>115,500</u></u>				
NET REVENUE (EXPENSES)	18,891	(11,320)	(32,649)	(37,240)		
Beginning Fund Balance:	81,337		137,525			
Ending Fund Balance:	100,228		104,876			

Prepared by: M. Bishop, Treasurer

Date: 10/4/2024