

**San Ignacio Heights, Inc.
Board of Directors Meeting
Wednesday, March 18, 2026**

Date: March 18, 2026

Location: SIH HOA Ramada (1620 Mariquita Street)

Time: 9:00 AM

Roll Call/Quorum: Jerry Coffey, Dave Fenner, James Trobec, Elizabeth Allard. Sylveen Robinson-Cook

Recorder: Don Julien

Residents Attending: John & Diane Plantz, Don Caudill, Gary Parker, John Mear, Al Dodson, Vicki Bowman, Al Loomis, Chuck Willie, Peter Johnson

Call to Order: Jerry Coffey, President

Review and adoption of the agenda; M/S/P

Approval of the February 18, 2026 Board Minutes; M/S/P

Approval of the February 21, 2026 Board Minutes; M/S/P

Officers Reports:

President: Jerry Coffey:

*The need to shorten our meetings to 1 hour to 1 1/2 hours and how to do that.

*The following committees need Chairs: Architectural, Compliance, Temporary Parking permits, Nominating.

*Road Committee has new leaders, Don Caudill, Dennis Lytle and Gary Parker.

*4156 S. Constancia Ct is under contract; we've provided escrow & new buyer info.

*Green Valley Council correspondence:

*CCER Committee Community Safety Message: Re Scams

*Jerry submitted a letter in support of a 2027 Community Project Funding grant

*GVC provided community trash roll-offs for yard waste; although the window has passed, he reminded the Board that our Republic Services contract includes a once-a-year roll-off for the same purpose. Referred to Peter Johnson.

*Several Board officers have signed up for the GVC Board Training for Presidents, Secretaries, Treasurers, and Reps. Jerry also announced that Dave Fenner has agreed to be our Representative.

*Jerry recognized Diane Plantz for her work on generating and distributing the SIH HOA Newsletter.

*American Survey: The Afl-CIO was conducting a door-to-door community survey. Although we have No Soliciting signs posted, survey activities are permitted, according to the Pima Co Sheriff Dept,

* Jerry announced the availability of a Wildfire Mitigation Grant; referred to Peter Johnson, with assistance from John Plantz.

*Jerry thanked Don Julien for his assistance with the HOA President transition.

*Green Valley Cooling and Heating has serviced and repaired the mini-split unit in the Ramada, under warranty.

*Resident Communications: Jerry received a number of emails, as well as on-the-street contacts with residents. He has responded accordingly.

Vice President: Sylveen Robinson-Cook:

Conversations with neighbors identified that several, perhaps representing a larger number, have limited if any communication with HOA matters. In discussion with several HOA board members, I have identified the following method of contact with residents.

- Email is the preferred method of communication.
- Website has been updated and maintained by Don over last 6 years.
- Newsletter is periodically created by Diane Plantz and distributed via email.
- HOA sign board at entrance for upcoming events.
- Two mailings per year to resident addresses; annual dues notices and annual meeting.

My concern is that future road upgrades and eventual replacement requires a 60% approval with the residents. We should look at ways to increase our outreach and communication early to incorporate as many stakeholders as possible when that decision is made.

I am reviewing the current community face to face structure with the Block Captains and Diane Plantz as a first priority. I would like to get a feel for the number of residents who are not being reached at this time. They meet this Friday at the Ramada and I will join them to get their feedback.

Treasurer: James Trobec:

Outstanding Balances

The total past due amount is \$2,900.00, broken down as follows:

- Road Reserve: Three owners have not paid, totaling \$1,500.00.
- Annual Dues: Four accounts remain outstanding, totaling \$1,400.00. This includes one unpaid dues of \$815.00, two partial payments with balances of \$15.00 and \$5.00, and one on a payment plan with \$656.00 remaining.

Road Reserve CD:

Our Road Reserve CD matures at the end of March. I have researched current options:

- Chase: Offering a 4% rate for a two-month CD.
- VIO Bank: Offering a 4% money market rate.

I recommend remaining with Chase for the ease of transferring funds when they are needed. While we might miss out on potentially higher rates depending on the term length at the time the CD matures in 2 months, the convenience of having the funds at the time the road work is completed is necessary.

Some discussion ensued regarding investing operating funds.

Tax Filing

I have begun working on Form 990. Due to additional income that exceeds the limit for Form 990-EZ, the HOA is required to file the full Form 990 this year.

Secretary: Elizabeth Allard:

At Large: Dave Fenner:

Jerry asked me to contact Bill's regarding pricing:

"If we could get them to not increase the contract from last year by the 5% would be a step in right direction."

I talked to Bill and the quoted price increase is about 3%.

This was clarified that the 2026 contract price will be as quoted: \$13,265.

Recorder: Don Julien

Transition duties: Updates: Website (Annual meeting minutes, new officers & contacts), AZ Corporation Commission Annual Report, Board Of Realtors, GV Council

Monitoring AZ Legislature Pending Bills (HB 2342 Shade Structures; HB 2397 New Purchaser Disclosures)

One of the disclosure items is the current budget. Don distributed a revised budget that included the termite control service. This revision has also been updated in the Annual Meeting Treasurer's Report.

Committee Reports:

Architectural: Chuck Willie

Coffey – Gutter Request (1571 W Acala)

Motion to Approve; **M/S/P**

Mear – Rear Wall Raising (1750 W Circulo de la Pinata)

Motion to Approve; **M/S/P**

No activity on a prior request for a walkway pergola on Circulo del la Pinata.

Chuck & Peter are preparing a review of drainage systems & issues.

Common Grounds/Landscaping: Peter Johnson

Peter has talked with Gabe about perimeter trimming.

Gabe will also be bringing in one more railroad tie to complete the causeway reinforcement behind Constancia.

A homeowner has requested trimming of a tree in the common area.

Johnson & Trobec have proposed a gravel treatment on the common area between their house, at their expense.

Roads: Don Caudill:

Don Presented a report on the Road Project Progress (attached)

As part of the project, Don approached the Water District for covering some of the cost incurred in a repaired area that included sub-par roadwork following a water district repair. They've agreed to pay us \$5,830.

We've received an invoice for the first stages of roadwork (Repairs & Crackseals). The cost is as expected: \$105,653.

Ramada/Social: Diane Plantz

Current balance: \$521.41

Next "Happy Hour" Saturday, April 11, 4 – 6 pm, Sponsored by Westcotta Ct & Dr.

Plan to ask for bids for pavers on west side to improve outdoor space and accessibility. The committee will ask for donations to fund the improvement.

Some discussion was had as to addition items to include in the Newsletter.

Compliance:

Parking Permits – Don Julien

(Issued 4; 3 still active) (Tracking 1 vehicle)

Resident's Time:

New Business:

Old Business:

Adjournment: 10:38 am

Events: April 11, 2026, Happy Hour, Ramada, 4-6 pm

Next Regular Board Meeting: Wednesday April 15, 2026

Submitted by Don Julien, Recorder

**San Ignacio Heights HOA
Balance Sheet**

	2/28/2026	2/28/2025	12/31/2025
ASSETS			
Current Assets			
Bank Accounts			
100 Chase Checking	129,576.40	90,474.73	13,293.82
110 Chase Savings	125,365.44	20,234.11	125,363.84
130 CD Investments	241,941.37	233,505.09	241,941.37
Total Bank Accounts	<u>\$496,883.21</u>	<u>\$ 344,213.93</u>	<u>\$ 380,599.03</u>
Accounts Receivable			
Accounts Receivable (A/R)	0.00	0.00	0.00
Total Accounts Receivable	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Other Current Assets			
Undeposited Funds	0.00	0.00	0.00
Total Other Current Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Current Assets	<u>\$496,883.21</u>	<u>\$ 344,213.93</u>	<u>\$ 380,599.03</u>
TOTAL ASSETS	<u><u>\$496,883.21</u></u>	<u><u>\$ 344,213.93</u></u>	<u><u>\$ 380,599.03</u></u>
LIABILITIES AND EQUITY			
Liabilities	0.00	0.00	0.00
Total Liabilities	0.00	0.00	0.00
Equity			
Opening Balance Equity	0.00	0.00	0.00
Retained Earnings	13,293.91	100.00	100.00
Road Reserve	367,306.81	231,482.21	367,305.21
Net Income	116,282.58	112,631.72	13,193.91
Total Equity	<u>496,883.30</u>	<u>344,213.44</u>	<u>380,599.12</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$496,883.30</u></u>	<u><u>\$ 344,213.44</u></u>	<u><u>\$ 380,599.12</u></u>

San Ignacio Heights HOA

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	Budget
INCOME														
HOA Dues	\$ 124,110.00	\$ 2,445.00											\$ 126,555.00	\$ 129,585.00
Other Income-HOA Social Function	\$ 1,500.00	\$ 500.00											\$ 2,000.00	\$ -
Disclosure Fee	\$ 185.00												\$ 185.00	\$ 2,200.00
Earned Income/Interest	\$ 0.65	\$ 0.95											\$ 1.60	\$ 5,000.00
Total Income	\$ 125,795.65	\$ 2,945.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 128,741.60	\$ 136,785.00
EXPENSES														
Intuit Quickbooks	\$ 40.32	\$ 40.32											\$ 80.64	\$ 505.00
Office Expenses													\$ -	\$ -
Supplies													\$ -	\$ 500.00
Postage		\$ 124.80											\$ 124.80	\$ 250.00
USPS Box Rent		\$ 398.00											\$ 398.00	\$ 370.00
Bank Charges													\$ -	\$ -
Catering & HOA Party Supplies													\$ -	\$ -
Dues (GVC)	\$ 2,226.00	\$ 1,973.00											\$ 2,226.00	\$ 2,226.00
Insurance - Liability													\$ 1,973.00	\$ 2,127.50
Landscaping & Grounds	\$ 2,400.00												\$ 2,400.00	\$ 40,640.00
Other landscaping projects	\$ 4,200.00												\$ 4,200.00	\$ 5,000.00
Tree Removal - Trim													\$ -	\$ 5,000.00
Legal & Professional Fees													\$ -	\$ 500.00
AZ Corp Commission Fee													\$ -	\$ 10.00
Homeowner Pest Control													\$ -	\$ -
Ramada Maint		\$ 105.00											\$ 105.00	\$ 655.00
Complex Repairs													\$ -	\$ 500.00
Road Maintenance	\$ 194.20												\$ 194.20	\$ -
Storage Locker Rental	\$ 480.00												\$ 480.00	\$ 550.00
Property Taxes													\$ -	\$ 170.00
GV Water	\$ 53.70	\$ 54.21											\$ 107.91	\$ 650.00
Tucson Electric	\$ 80.06	\$ 87.81											\$ 167.87	\$ 1,400.00
Contingency Fund													\$ -	\$ 3,731.50
Road Reserve	\$ 0.65	\$ 0.95											\$ 1.60	\$ 72,000.00
Total Expenses	\$ 9,674.93	\$ 2,784.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,459.02	\$ 136,785.00
Unaccounted Cash													\$ -	\$ -
Late Fees													\$ -	\$ -
Net Income (loss)	\$ 116,120.72	\$ 161.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 116,282.58	\$ -

Roads Committee Report (BOARD MEETING MAR 18, 2026)

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Road Maintenance 2026 Activities

- o Poly Chip is a unique combination of * recycled tire rubber, polymer modified asphalt and coated aggregate which provides a waterproof membrane over the pavement surface.
- o The process begins with a thorough * cleaning of the roadway surface utilizing high speed air blowers and/or mechanical sweepers. Pavement cracks $\frac{1}{4}$ inch wide or larger are then filled with a hot-applied rubberized crack sealer. Poly Chip oil containing recycled tire rubber and polymers is heated and applied to the surface from a distributor truck. Immediately following the oil application, aggregate is evenly placed using a chip spreader. A rubber-tire pneumatic roller is used to help compact the aggregate in place. After curing, loose stones are swept from the pavement surface. The final step is the application of an asphalt emulsion known as "fog seal". Fog sealing provides an attractive appearance while improving surface cohesion.

- o The Poly Chip system remains flexible *
at cold temperatures and maintains
integrity at high temperatures to help
reduce reflective cracking. The finished
surface requires very little maintenance
and is extremely durable.

* information provided by Sundland
ASPHALT.

Schedules

Winter 2026

- o Removed and Replaced Asphalt
at Eleven (11) locations.
FEB 19 - MARCH 6
- o CRACK SEAL APPLICATION on all
HOA ROADS
MARCH 9-12

Summer 2026

- o Poly Chip Application on all
HOA ROADS
July 20 - July 23
- o Striping / Pavement Markings
July 24
- o Fog Coat & Final Striping will BE
Scheduled 1ST PART OF SEPTEMBER.

- Other Maintenance 2026 Activities

• STOP SIGNS

New stop signs have been PROCURED to replace the faded old ones. Several have been replaced and the remaining three will be replaced in March 2026.

- A special "thank-you" is hereby given to Al Loomis for his many years of service on the ROADS Committee. His knowledge, expertise, and leadership are greatly appreciated!

Roads Committee

Don Caudill - Chairman

Dennis Lytle

GARY PARKER