

BOARD MEETING MINUTES
San Ignacio Heights, Inc.

Date: October 18, 2023

Location: SIH HOA Ramada (1620 West Mariquita Street)

Call to order: 9:00 am

Roll Call: Don Julien, Dave Fenner, Denny Skelton, Caroline Reilly and John Plantz present. Quorum established.

Residents attending: Al Loomis, John Mear, Tom Donovan.

Review/Adoption of Agenda: Motion made to adopt the October 18, 2023 agenda.
M/S/P

Approval of Minutes: Motion made to approve the September 20, 2023 minutes.
M/S/P

Resident Time: No comments by residents.

Officer Reports:

President, Don Julien:

- Reviewed the action items taken by the Board since the September meeting, specifically the proposals from Bates Paving for crackseal/sealcoat and Economic Roofing for the Ramada roof repair. Both bids were approved.
- Announced that the HOA newsletter had been distributed, and thanked Diane Plantz for her efforts.
- Provided an update on the annual meeting. The Green Valley Council is getting ready to start taking bookings for meeting space. Don is hoping for Desert Hills and reminded the Board we may need to be flexible on the date of the meeting.
- Don received a letter from the Post Office regarding a truck that was blocking mailbox access by the Post Office. There are several delivery boxes in the HOA that face the parking stalls.
- Don announced an upcoming Green Valley Council meeting on “private roadways” on November 9th.
- Reminded the Board to start thinking about Board candidates for upcoming elections.

Vice President, Dave Fenner: No report

Treasurer/Secretary, Denny Skelton:

- Provided a financial statement review. Ramada maintenance is the only significant change.

- The current CD investment expires at the end of October. The Investment Committee has discussed renewing the current CD at the current rate. Denny and the Investment committee recommends renewing the CD (current rate is 5%, but could change by 10/20/23) Motion made to renew at the current rate. **M/S/P**

Member-at-Large, Caroline Reilly: Continues her research on management companies.

Member-at-Large, John Plantz: Would like to set up a time to discuss Google Documents for document sharing.

Committee Reports:

Architectural Committee, Chuck Willie: The Board reviewed the request by the Serena's to build a 15' pergola in their backyard. While reviewing the request, we found out that SIH development is listed as "TR", which stands for transitional zone. Under this zoning, there are no setback requirements other than on the perimeter of the development. Therefore setbacks identified in the CC&R's apply. The CC&R's do not address a setback for rear yards.

The Serena's request would not create any obstruction of view to the Santa Rita's. There are no plans to install any lighting on the pergola. The neighbors have been canvassed for objections; one objected and one approved. The Architectural Committee approved the request. Motion made for the Board to approve the Serena's request. **M/S/P**

Landscaping Committee, John Plantz:

- Common ground Palm tree trimming has been completed.
- Update on the tree removal (lower Pinata) bid:
 - There will be no stump removal, but the roots will be cut to stop growth.
 - No concrete work will be done to the walls.
 - A separate estimate will be needed to repair the neighbor's wall.
 - Work to be completed on Friday (Oct. 21st).
- Water Trench at the Ramada: A bid is needed, which will require Board approval at a future business meeting. The current verbal bid is \$1,800 for labor and \$300 for materials. A motion was made to authorize drain replacement at a cost up to \$2,400. **M/S/P**

Roads Committee, Al Loomis: Al presented a written Road Report, see attached. He also made a motion to mark the two parking stalls on Anastacia and two others in the HOA as "no parking" when the paving is completed. **M/S/P**

Ramada Committee: The roof is being repaired today.

Old Business:

CC&R Enforcement: While we ultimately need a formal policy for enforcement,

at the present time we need to notify the residents that we are going to begin enforcement. The Board reviewed the proposed complaint form, complaint checklist and the three enforcement notification letters. When the formal policy is developed, it cannot be based solely on complaint forms, but will require a regular inspection process to coincide with written complaints. Additional areas discussed were:

- When do we grant exceptions?
- What are the criteria for exceptions?
- Do we begin responding to complaints now or do we wait until we have a policy and the necessary volunteers for regular inspections, i.e., enforcement committee members?

The Board decided to notify residents we are getting ready to begin enforcement of the CC&R's. Therefore, each resident should review the CC&Rs and check their own homes to make sure they are in compliance. The letter will also request volunteers for the Enforcement Committee and that no enforcement will take place until the committee is in place. Carolyn Reilly volunteered to head up the Enforcement Committee. Formal motion made to delay implementation until a formal policy is in place. **M/S/P**

Management Company services: Caroline provided information on two management companies, which indicate the services provided by each. The Board discussed which services are governed by state law and that a management company would handle the services we don't currently provide. Caroline will continue to research management companies.

Contact information on HOA website: A suggestion was made about not having email, phone and physical address on the website of the officials list. Most other HOA's have password protected sites, so that resident information is not viewable by outsiders. Personal contact information will be removed from the officials list.

Reserve Study: The HOA did have a Reserve Study done back in 2003. It is probably premature to do another study now, as we need a decision on whichever management company we go with, (as they will require one be done) and management companies don't share that data. The Board moved to table the discussion on a management company and a Reserve Study until the November meeting. **M/S/P**

Google doc review: Moved to November meeting.

2024 Budget: Based on last month's meeting discussion, Denny reduced the projected tree removal/tree trimming line item from \$15K down to \$5K. Other line items were discussed and Denny will be sending out a revised 2024B budget within the next few days.

Meeting adjourned at 11:25 am