

**San Ignacio Golf Estates Homeowners Association**  
**Board Meeting Minutes Agenda**  
**October 26, 2016**

1. The president called the meeting to order at 4376 Desert Jewel Loop at 3:00 p.m. Attending the meeting were Floyd White, President, Richard Kidwell, Vice-President, Tom Wilsted, Secretary, and Ann King, Treasurer, Board Member Lynn Raby, and HOA residents Donna Kidwell and Judy Maury.
2. Board members approved of Minutes of the April 18, 2016 meeting.

**3. *Landscaping/Maintenance***

- a. President Floyd White updated the board on recent meetings involving the installation of a new Verizon cell-phone tower in the SIGE area. The initial proposal called for a tower to be located adjacent to the San Ignacio Golf Course parking lot. Such a location would not require a zoning change and would be less intrusive because of the lower tower height. At a meeting in August, there was strong opposition to this location from residents in San Ignacio Heights HOA. It was suggested that the tower be moved to the San Ignacio Golf Course maintenance yard located further south on the West side Camino del Sol. This would require a taller tower and would impact views from some homes in the SIGE HOA. It is expected that there will be a final meeting to discuss and locate the tower sometime in November.

**Action: SIGE board members will keep abreast of any further plans or meetings and communicate meeting dates and information to SIGE members as that information becomes available.**

- b. President White updated the board on the current status of odors emanating from the HOA's sanitary sewers. Sewer smells began during the summer of 2016. The City of Tucson, owner and maintainer of the sewers, investigated the smells and indicated that these were caused by an accumulation of grease. They made a number of trips to clean the sewers when smells occurred. However, there are still strong smells along Baltustrol Drive and the City of Tucson has not been especially responsive in finding a long-term solution.

**Action: President White will write a letter to the City of Tucson asking them to address long-term solutions to the sewer issues and will share this letter with the Green Valley News. An e-mail will be sent to all SIGE homeowners explaining the situation and suggesting that anyone affected by sewer smells should also contact the City of Tucson with their concerns.**

- c. President White indicated that he had made several attempts to have the owners of 1481 Belfry Court carry out long overdue yard maintenance and cleanup of yard waste. After a number of contacts with now owner response, the Board approved the hiring of a local yard maintenance company per HOA Rules and Regulations to carry out this work at a cost of \$400 to be repaid by the homeowner to the association.

**Action: Treasurer Ann King will invoice the owners for repayment of the maintenance costs to reimburse the SIGE HOA treasury.**

**4. *Treasurer report/activity***

- a. The board discussed the filing of required corporate documents for the HOA to maintain its current legal status. Treasurer King indicated that documents were due in April 2017.

**Action: The Treasurer will file the appropriate documents prior to the April filing date.**

- b. Board members discussed outstanding 2016 owner dues owed to SIGE. The treasurer indicated that all 2016 dues had been collected and all owners were up-to-date.
- c. The treasurer covered initial issues for the 2017 budget. The board agreed that it would not raise the 2017 HOA dues. However, the board did discuss the transfer fee amount in view of the fact that the SIGE fee is far lower than other HOAs in the area.

**Action: The board approved raising the HOA transfer fee by 20% for 2017 but regular member dues will not increase in 2017.**

- d. The board discussed when they will mail 2017 dues notices to all owners as some people wish to pay dues in 2016 and some in 2017.

**Action: The board agreed to mail all dues invoices on December 15, 2016. An e-mail notice will be mailed to all owners on December 1, 2016 letting owners know when they will receive their invoice.**

- e. The board discussed the need to be able to pay bills in an emergency and be reimbursed by the treasurer with an appropriate receipt. This is especially a concern during summer months.

**Action: The board approved a motion that any board member could spend up to \$100 within a specific budget category and be reimbursed by the treasurer with an appropriate receipt.**

#### **5. New Business**

- a. The board discussed its membership in the Green Valley Council and the overall cost and benefit of being a member.

**Action: The Board agreed to renew its membership in the Green Valley Council for 2017**

- b. The board discussed which member terms would end in 2017 and who might want to run for re-election. The terms of President Floyd White and board member Lynn Raby will both end in 2017. Ms. Raby indicated that she would not be running for re-election. President White is undecided about running for an additional term.

**Action: Lynn Raby will chair a nominating committee to seek out candidates to run for the board positions for the 2017 election.**

- c. The board discussed concerns about issues with Chase Bank who currently manages all the HOA's accounts and bank charges and low levels of interest for deposits and investments.

**Action: The board requested that the Treasurer investigate other HOA banking options based on bank charges and investment rates of return and to do this in conjunction with the rollover of the HOA certificate of deposit in early 2017.**

- d. President White expressed a concern that HOA homeowners were not notifying the HOA when they were renting their property. Such information is useful to the HOA to be able to contact renters in an emergency as well as to invite them to HOA social events occurring during the renter's visit.

**Action: President White will create an owner/renter form that will be put up on the website. Once the form is available, the secretary will send out a notice to all homeowners asking them to complete the form when they have renters and return it.**

#### **6. Adjournment**

- a. The meeting adjourned at 5:00 p.m.