

SIGE Board of Directors Meeting

April 8, 2023

Cynthia Taylor's

4369 S Desert Jewel Loop

Desert Jewel Loop, Green Valley, AZ 85622

BOARD MEMBERS PRESENT: Cynthia Taylor, Paul Smith, Sandy Ward, Bob Cook, Shirley Kassebaum

COMMITTEE MEMBERS PRESENT: Floyd White, Road Maintenance; John McKune, Architectural Committee

MEETING CALLED TO ORDER: The meeting was called to order at 10:00 a.m. and introductions were made around the table.

ELECTION OF OFFICERS: There are four officer positions available: President, Vice President, Secretary, and Treasurer. An additional position, at-large, is also open.

Action: After a friendly discussion, Sandy Ward moved to elect officers and the at-large member as follows and Cindy Taylor seconded; motion passed.

- Bob Cook, President
- Shirley Kassebaum, Vice President
- Sandy Ward, Secretary
- Cindy Taylor, Treasurer
- Paul Smith, At Large

APPROVAL OF MINUTES:

The group was given time to review minutes from the February 2023 Annual General Meeting and March 23, 2023, board meeting.

Action: Paul Smith moved to accept the minutes as written for the Annual General Meeting and Cindy Taylor seconded; motion passed.

The group reviewed the March 23, 2023, board meeting minutes. One correction was pointed out – the spelling of John McKune's name.

Action: With one correction noted, Shirley Kassebaum moved to approve the minutes from the March 23, 2023, meeting and Cindy Taylor seconded; motion passed.

FINANCIAL REPORT: The April 7, 2023, balance sheet (attached) was circulated, which included funds as follows:

Capital reserve (CD)	\$151,457.56
Checking	\$ 48,182.27
Savings	\$ 1,177.85
Total	<hr/> \$200,817.69

Action: Cindy Taylor moved to accept the financial report and Paul Smith seconded; motion passed.

The group complimented the work done by Michael Fotheringham and Cindy Taylor especially keeping the finances in order. The group agreed that two board-authorized signers should sign checks over \$500 and for liability purposes the treasurer does not sign checks. Cindy will check with the bank about getting new board members on the signature card.

COMMITTEE AND OTHER REPORTS:

Road Maintenance – Floyd White reviewed several proposals for 2023 road maintenance with the group. He emphasized that work to maintain the roads has been done on average every 3.6 years since 1997 at a cost of \$136,000, which works out to be an average of \$43 per year, per household. Floyd presented a proposal from Bates Paving for just over \$59,000 and includes filling cracks and seal coating roads plus some additional spot fixes. The bid is only valid until April 22, 2023. Since it takes time to get on the work schedule and since it is important to complete the work before the monsoons, securing the work now is important.

Action: Sandy Ward moved to accept the bid from Bates Paving and Cindy Taylor seconded; motion passed.

Floyd White will contact Bates and get the contract started. Bob Cook will sign the contract and some funds that are currently in a CD will be used to pay for the maintenance. It was noted that since this will always be an expense for the HOA that roads maintenance should be reflected in the line-item budget each year.

It was also noted that in the future, Pima County may be an option for road maintenance. The group asked if those who attended the Pima County Road meeting (Richard Kidwell and Bill Mulesky) could present a report on their findings. Since some members of the board, landscaping, and road committees may be gone this summer it was suggested that Pat Nummi who has experience with this type of project be contacted to help oversee the work.

Trash and Recycle Collection – Floyd White reported that having trash pickup with Republic Services once a week on Mondays would cost homeowners \$26.77 per month. Once a week pickup will save wear and tear on the roads. Also, Floyd will verify costs for recycling every other week on Mondays. This will also save wear and tear on roads.

Action: Paul Smith moved that Republic Services trash pickup be changed to once a week on Mondays and that recycling be conducted every other week and Cindy Taylor seconded; motion passed.

PARKING COMMITTEE: The Parking Committee submitted notes from their March 21, 2023, meeting (attached).

LANDSCAPING COMMITTEE: The Landscaping Committee submitted notes from their March 15, 2023, meeting (attached).

ARCHITECTURAL COMMITTEE: It was noted that several houses still need paint and that some homes have the required lights above their addresses out of order. John McKune will follow up. Bob Cook will chair the Architectural Committee going forward.

SOCIAL COMMITTEE: The Social Committee reported there was a well-attended potluck on April 5, 2023, which people really enjoyed. There will be a ladies' luncheon on April 12, 2023, at Dominick's. More information on future social events to follow.

BYLAWS REVIEW AND DISCUSSION: It was noted that some provisions in the bylaws need to be reviewed. This item was tabled for discussion at a future meeting.

BOARD FOCUS AND OBJECTIVES: This board intends to be transparent, inclusive and to look after the SIGE HOA in a fiscally responsible manner.

UPCOMING MEETING WITH GREEN VALLEY COUNCIL: The SIGE HOA board will meet with the Green Valley Council at 1:00 p.m. on Monday, April 10, 2023. The purpose of the meeting is to seek advice and counsel on best practices moving forward.

ADJOURN: The meeting was adjourned at 12:00 noon

San Ignacio Golf Estates

Executive Board Meeting Saturday April 8, 2023

AGENDA:

Selection of Officers

Review and Approve Minutes

Financial Report

Committee Reports Review

Landscaping

Parking

Architectural

Social

Street Maintenance Review and Selection

By—laws Review and Discussion

Board Focus and Objectives

Upcoming meeting with Green Valley Council

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Balance Sheet

As of April 7, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
13 Month CD Special (8652) - 1	151,457.56
BMO Elite Business Checking (4959) - 1	48,182.27
Business Savings (1728) - 1	1,177.86
Total Bank Accounts	\$200,817.69
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$200,817.69
TOTAL ASSETS	\$200,817.69
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	143,271.16
Retained Earnings	15,955.09
Net Income	41,591.44
Total Equity	\$200,817.69
TOTAL LIABILITIES AND EQUITY	\$200,817.69

Summary of Landscaping Committee Meeting

The landscaping committee met on March 15, 2023. Seven homeowners were in attendance: Paul Smith, Shirley Kassebaum, Mary Werner, Julie Rogoski, Cindy Radford, Judy Maury, and Susan Stanford.

Points of discussion:

- The landscaping contract was increased to cover 3 workers for 8 hours each Monday.
- Paul will meet with the landscapers' boss every Monday morning.
- Paul will maintain a schedule and check to make sure the work is getting done.
- A request will be addressed regarding a problem in an area behind the mailboxes on Belfry Court going south towards Baltusrol.
- They have started working with gravel and rockery on Baltusrol.
- Plans are in place to work on the corner of Golf Estates and Desert Jewel Loop. Stump killer will be required. The weeds may be shoots from the roots of the tree that blew down during the monsoons.
- Plans are in place to work on the corner of Belfry Court and Desert Jewel Loop. The old tree needs to be removed, and new gravel is needed.
- Gravel will continue to be spread throughout the common areas as needed.
- Plants will be added to the common areas as needed.
- Weeds will be sprayed and/or pulled throughout the common areas.

Summary of Parking Committee Meeting

The parking committee met on March 21, 2023. Three homeowners were in attendance: Julie Rogoski, Jim Simmons, and Judy Maury.

The intent of the CC&Rs is to protect property values. Limiting on street parking and prohibiting parking in unauthorized areas are addresses below.

- Street parking is limited to a few hours. Vehicles are definitely **not** to be parked overnight on the street.
- Parking is permitted in designated areas i.e., garages, driveways, and off-road parking spaces. Off-road parking spaces are located on Baltusrol, Royal Latham, Desert Jewel Court, Belfry Court, and Desert Jewel Loop.
- Off-road parking areas are **not** exclusively for guests. Homeowners may use off-road parking as needed. As a courtesy to other homeowners, please attempt to use spaces in your garage and on your driveway first before using off-road parking.
- Wrecked or inoperable vehicles cannot be parked anywhere in sight. They must be hidden in your garage.
- RVs cannot park in off-road parking for more than 3 days (72 hours) in a week or 6 days (144 hours) in a month. RVs may be parked in a garage without limit.
- Commercial or construction vehicles cannot park in off-road parking overnight without a written permit from the HOA board.