

BOARD MEETING MINUTES
San Ignacio Heights, Inc.

Date: November 20, 2024
Location: SIH HOA Ramada (1620 West Mariquita Street)
Call to order: 9:00 am
Roll Call: Don Julien, Dave Fenner, James Trobec, and Martha Gamez. Quorum established.
Residents attending: Jerry Coffey, Elizabeth Allard, Al Loomis, and Chuck Willie.

Review and adoption of the agenda: Motion made to adopt the agenda, after New Business was moved above Old Business for this meeting – and moving the discussion on the termite contract before Budget in Old Business. **M/S/P**

Approval of Minutes: Motion made to approve October 16, 2024 minutes. **M/S/P**

Resident Time: **Jerry Coffey** made a request to the Board to think about fixed-income residents when considering an increase in annual dues. He suggested that a chipseal be delayed until 2026, with an assessment ballot be conducted sometime in 2025 with collection in 2026, giving homeowners a chance to plan financially. He also mentioned that he wishes to run for the HOA Board next election and agreed to be one of the two homeowners needed on the Nominating Committee.

Officer Reports:

President, Don Julien:

- CD Renewals: The two existing CD's have been consolidated into one three-month CD, (\$203,735) which expires on January 28, 2025 at 4% interest.
- Annual Meeting: We finally have a date for the required annual meeting for 2025: **February 20, 2025 – from 2:00-5:00 pm** at the Santa Rita Springs Center.
- Landscape Contract: The contract with Felix Landscaping is under review with slight modifications. Don will be seeking two more bids prior to a final decision being made.

Vice President, Dave Fenner: Dave continues outreach with Bill Bennett, of Bills' Home Service Company. More details further down the agenda.

Treasurer Report, James Trobec:

- James continues to gain familiarity with Quick Books and Mail Merge.
- The October financial reports had been distributed to the Board members prior to this meeting. **M/S/P** to accept the October financials.

- Finance Committee: This committee, consisting of James, Chuck Willie and Don Caudill will be reactivated at the January 2025 meeting.

Secretary Report, Martha Gamez: No report

Committee Reports:

Architectural Committee, Chuck Willie:

- A request by Mavis Wahlberg to build a pool. Doing so would involve gaining access through the common area below her property. A decision is pending the following considerations:
 - Will the pool drain on your own property?
 - A consideration for the noise levels needed to maintain the pool and the effects on neighbors.
 - We have no CC&R codes in our HOA, but Pima County does, e.g., locked gates, etc.
 - Indemnification of the HOA

The request will be tabled indefinitely, subject to a response by applications on our concerns.

- Paint request: There is just one request pending, standard approved colors.
- Culvert behind Constancia is still being worked on – but, in general, it is okay for another year.

Landscaping Committee report given by Don Julian:

The projected focus over the next three months will be: November and December: trimming and cutting bushes; January: Pre-Emergent.

Roads Committee, Al Loomis:

Al was asked if he had budget input for the 2025 Budget, notably was there work that was needed if the chipseal were delayed until 2026 or if some preliminary work could be done in 2025 for a chipseal in 2026.

Ramada Committee:

Christmas Potluck, December 11, 2024 from 4:00-8:00 pm.

Compliance Committee: No report.

New Business: Elizabeth Allard was nominated to fill the Member-at-Large position on the Board. She will also assume the role of Chair of the Compliance Committee:
M/S/P

Old Business:

Termite Services (as a policy issue) were discussed at length. Dave Fenner provided additional information on the services being provided by Bill's. The board members questioned whether providing these services fell under our mandate. (Garbage collection was used as an example.) The Board remained divided, acknowledging the contract provided a substantial savings to the

Homeowners & had an overall HOA benefit if Homeowners participated. However the Board still questioned whether providing the service had a higher priority than fully funding the Roads Reserve.

Dave felt we had not had sufficient input from Homeowners regarding the service. He felt that the contract should be brought before the Homeowners at the February Annual Meeting for discussion & direction, prior to the contract renewal in March.

2025 Budget Discussion, using the 2025B Proposed Budget, which included:

- Homeowner Pest Service: Based on previous discussion, the Board recommended including the annual cost of \$12,879 in the 2025 proposed budget, i.e., \$81.00 per household by 159 homes. (Any balance resulting from that increased expense, coupled with the anticipated dues increase, would go into the Road Reserve.) **M/S/P**
- Landscaping Maintenance: Pending contract negotiations, The Board retained the 2024 Budget allocation of \$38,410 for 2025. This reflects the expenditures in the 2023-2024 contract prior to the mid-2024 increase in landscaping service.
- Title Disclosure fee: Motion to increase the fee from \$155 per household to \$185. **M/S/P**
- 2025 HOA annual dues: Motion made to increase the annual dues by 20% to \$815.00 per year for 2025, increasing annual dues income from \$108,120 to \$129,585. **M/S/P**

Nominating Committee: Martha Gamez was appointed Chair of the Nominating Committee and charged with seeking candidates for the two open positions (Secretary and Treasurer).

Meeting adjourned at 10:50 am

**SAN IGNACIO HEIGHTS HOA
2025 BUDGET REPORT (adopted xxxxxxxx)**

Income	2024 Budget	12/31/2024 Projected	2025 BUDGET
HOA Dues	\$108,120.00	\$107,440.00	\$129,585.00
Other Income & HOA Social Function	\$0.00	\$0.00	\$0.00
Disclosure Fee Income	\$1,550.00	\$1,240.00	\$1,850.00
Unapplied Cash Payment Income	\$0.00	\$0.00	\$0.00
Total Income	\$109,670.00	\$108,680.00	\$131,435.00
Expense	2024 Budget	Projected	2025 Budget
Intuit Quickbooks	\$382.00	\$381.96	\$454.00
Office Expenses	\$300.00	\$0.00	\$0.00
Supplies	\$260.00	\$418.71	\$500.00
Postage	\$300.00	\$204.00	\$360.00
USPS Box Rent	\$360.00	\$364.00	\$365.00
Bank Charges	\$0.00	\$0.00	\$0.00
Catering & HOA Party Supplies	\$200.00	\$0.00	\$0.00
Dues (Green Valley Council)	\$2,226.00	\$2,226.00	\$2,226.00
Insurance - Liability	\$1,850.00	\$1,827.00	\$1,850.00
Landscaping & Grounds	\$38,410.00	\$47,800.00	\$38,410.00
Other landscaping projects	\$3,000.00	\$0.00	\$3,000.00
Tree Removal - Trim	\$5,000.00	\$0.00	\$5,000.00
Legal & Professional Fees	\$6,000.00	\$1,284.99	\$2,000.00
AZ Corp Commission Fee	\$10.00	\$10.00	\$10.00
Homeowner Pest Control	\$13,360.00	\$12,561.00	\$12,879.00
Ramada Pest Control	\$0.00	\$415.00	\$0.00
Ramada Maintenance	\$1,500.00	\$0.00	\$600.00
Complex Repairs	\$500.00	\$1,445.84	\$500.00
Road Maintenance	\$0.00	\$183.22	\$0.00
Storage Locker Rental	\$500.00	\$480.00	\$500.00
Property Taxes	\$225.00	\$154.80	\$160.00
GV Water	\$500.00	\$433.00	\$450.00
Tucson Electric	\$1,400.00	\$1,380.00	\$1,400.00
Contingency Fund	\$18,987.00	\$18,987.00	\$8,000.00
Landscape Reserve	\$0.00	\$0.00	\$0.00
Road Reserve	\$20,000.00	\$20,000.00	\$59,771.00
Total Expenses	\$115,270.00	\$110,556.52	\$138,435.00
Interest Earned	\$5,600.00	\$4,038.11	\$7,000.00
Late Fees	\$0.00	\$20.00	\$0.00
Net Income (Loss)	\$0.00	\$2,181.59	\$0.00

2025 Dues increase notes:

Dues raised to \$815 (20% increase). 100% of the dues increase will go into Road Reserve.

The February 2024 Capital Reserve Study recommended a \$72,000 first-year contribution to the Reserve with future annual contributions increasing by approx \$2,000 to \$3000/year.