Three Canyons Ranch Master Homeowners Association
Board Meeting Minutes
Wednesday, January 8, 2014

Recording Secretary - Michele DoPadre

1). **Meeting called to order at 5:32 pm**

Board Members Present:

Eileen McMannon, Section 19
Connie Slay, Section 20 East
John Langhoff, Section 20 West
Richard Sontheimer, Section 21 President
Cathy Chouinard, Section 22
Mike Needham, Section 23
Rich Frederici, Section 24
Keith Gallew, Section 26 Vice President
Jack Lang, Section 27 Treasurer
Jim Dobis, Section 28

Board Members Absence:

Jim Dobis, Section 28

2). **Introduction and Review Meeting Ground Rules**
Presented by Richard Sontheimer, President. Comments and discussion limited to 3 minute rule

3). **Revision and/or Acceptance of Meeting Agenda.**
Revision-New Business Add Gate Codes between Items 8 & 9. Making it the New #9

Motion was made to accept Agenda as revised, seconded. Motion carried by unanimous vote.

4). **Revision and/or Acceptance of Board Meeting Minutes from October 9, 2013**

Motion was made to accept Minutes, seconded. Motion carried by unanimous vote.

5). **Call to Membership**

A). Website-
Pushing out urgent messages and information from the Board of Directors (gates down, meetings, special meetings, etc.)
*Very few owners have signed up through the website.
*Discussion on idea of a newsletter.
*Owners are reporting that they were unaware that the HOA has a website and meetings. suggestion to post notices at the gate, Website is listed on all annual assessment invoices.

6). **Treasurer's Report**

Report presented by Jack Lang

Financial Statement as of December 31, 2013

Commercial Checking	$	46,536.28
Outstanding Checks	$	0.00
Construction Deposits	$	1,000.00
Commercial Savings	$	260,961.90
Capital Savings	$	435.76
East Gate Expenditures	$	71,491.59
Total	$	307,933.94

A. East Gate Budget and Expenditure Discussion. Project is complete. Project is on Budget

7). **Committee Reports:**

A. Master Design (MDC) Presented by Jack Lang
A1). 5 received and approved
A2). Collected $175.00, Expenses $27.88
A3). One constructions on going
A4). Two Violation Letters. One corrected, other being corrected
A5). Request Board appoint John MacLeod to replace Eileen McMannon Section 19 and Virginia Stiles to fill vacant seat Section 20E.

Motion was made to appoint John MacLeod Section 19 and Virginia Stiles Section 20E to the MDC, seconded. Motion carried by unanimous vote.

B. Road - Report given by Rich Frederici
B1). Road Side Mowing is completed.
B2). Temporary patching is complete on the road.
B3). Blacktop area at the East Gate and culverts have been completed

B4). Road Committee went ahead and fixed the fencing. There has not been a fence committee and quite a while.
B5). Ditches are the next big issues to be addressed.
B6). List a request for the volunteers on the website and have a separate line item in next years budget to address the fence.
B7). Suggestion to place reflector at the Highway 92-3 Canyons Road intersection. It is not the Associations Property. It is an Easement. Attorney Advised that a Board Member needs to speak to Castle & Cooke and then ADOT can be advised of the agreement for their approval.

John Langhoff will contact both Castle & Cooke and ADOT.

Motion was made to approve the expenditure to install between 4 and 8 reflectors at the intersection, seconded. Attorney comments regarding same. Motion was amended to "Not to Exceed-$500.00", seconded. Motion carried by unanimous vote.

C. Gate Administration (West Gate) - Report given by John Stone and Tom Pickering
C1). No Technical Issues. Signal has updated the system. Vehicles continue to pull up and enter codes to exit. Exit loop is set to auto open the gates for vehicles. Will not open for golf carts, motorcycles, bikes, pedestrian walkers. System Set for "controlled" access in with "free" access out. Unless maintenance is being done, it will always be set this way.
C2). Need for temporary codes for appraisers, etc. John to provide codes to Michele.

D. East Gate Committee
D1). East Gate Construction is Complete
D2). Discussion on Budget, paying any outstanding bills and maintenance for the remainder of the year.
D3). Next years Budget will have Gate Budget with line items for East Gate and West Gate.
D4). Owners giving their codes out. Options Discussed. Legal Opinion given by Attorney Stachel.

D4a) Fine Schedule discussed: First Offense $25.00; Second Offense $1,000.00; Third Offense $10,000.00. Proof Requirements for litigation discussed. Gate Committee needs to set the fines schedule with appeal structure for Board Approval.

D4b) Criminal Aspect. CCSO will site and prosecute. Evidence requirements discussed.

Discussion Tabled: Gate Committee to come up with Fine Schedule, ideas to secure the HOA (Card, Clicker only access) and report back to the Board at the next meeting.

E. Governing Documents-Nothing to Report

F. Map-Nothing to Report

NEW BUSINESS

8). Selection of Secretary.
Introduction of Kelly Stiles
Motion to Install Kelly Stiles as the HOA Secretary, seconded. Motion Carried

9). Gate Codes-Gate Committee Discussion on changing all codes. Residence would have to request in writing the issuance of a code.

Legal Discussion by Attorney Stachel regarding CC&R requirements and options available to the HOA.

Tabled - Gate Committee to report back with ideas, regulations and fines

10). Bids for Financial Services for the HOA

Discussion on administrative services the HOA has received in the past and the Attorney interface with the Board to include confidentiality.

Motion Made to Form Committee to Prepare an RFP, Seconded. Motion Carried

11). Call to Membership

12). Adjournment.

Motion to Adjourn, seconded. Motion Carried

Meeting was adjourned at 7:32 pm.