

Three Canyons Ranch Master Homeowners Association

Board Meeting Minutes

Wednesday, April 9, 2014

Kelly Stiles

Publisher and Secretary

Transcribed from audio recording and hard copy financial reports.

1. Meeting called to order at 17:31
 - a. Board Members Present:
 1. John Langhoff – Sec. 20west
 2. Richard Sontheimer – Sec. 21
 3. Cathy Chouinard - Sec. 22
 4. Mike Needham – Sec. 23
 5. Rich Frederici – Sec. 24
 6. Keith Gallew – Sec. 26
 7. Jack Lang – Sec. 27
 8. Jim Dobis – Sec 28
 - b. Board Members Absent:
 1. Eileen McMannon – Sec. 19
 2. Connie Slay – Sec. 20east
2. Introductions and Review of Ground Rules
 - a. Presented by Rick Sontheimer – Comments and discussions limited to 3 minutes.
3. Jack Lang called for a revision of the agenda concerning item 12.
 - a. Add request for variance for the MDC to be placed before the newsletter discussion.
Motion was made, seconded, approved unanimously.
4. Mike Needham requested revision of the last minutes to strike out dollar figures for violation fines due to unmanageable numbers, which needs further discussion.
Motion made to accept minutes with dollars struck out, seconded, accepted unanimously.
5. Call to Membership
 - a. Michael Wright addressed the board with request of chronological time line leading up to the installation of the east gate and then proceeded to quote policy from the CCR's concerning installations of such nature and then sighted consequences resulting in such HOA actions. Rick explained the reasons behind the east gate installation. Keith Gallew declared board responsibility to address all concerns surrounding the east gate. Jack Lang promised a 15-day turn around to answer all questions submitted by the 20east grievance committee leader, Michael Wright.

- b. A discussion concerning gate codes, the issuance and control of gate codes, and the concerns of being spied upon with hidden cameras to catch trespassers from Rio Santiago South. Question was asked concerning a homeowner being stopped by the sheriff for trespassing on Three Canyons after entering the East Gate.
 - c. Another individual asked questions concerning voting guidelines for voting percentages for holding annual meetings, approval of projects such as the east gate and road maintenance, and section representatives being voted in by the entire HOA membership.
 - d. Question concerning the time to issue gate codes and the discussion concerning an apprehension by the sheriff for trespassing.
6. Treasurer report as presented and transcribed below from audio recording.
- a. 25K left in the budget for the current fiscal year ending in June.
 - b. Everything through March was in good shape.
 - c. Area of excessive spending was with the attorney in the form of paying for secretarial services.
 - d. The East Gate bills are all paid.
 - e. There are currently 13 people outstanding with unpaid HOA dues.
 - f. Question concerning maintaining an expense for a lockbox, explained law required it to contain assessment payments.
 - g. Hard figures as of March 31, 2014 are as follows:
 - 1. Commercial checking: \$25,444.48
 - a. Construction Deposits: \$1000.00
 - 2. Commercial Savings: \$261,058.21
 - 3. Capitol Savings: \$197.23
 - a. East Gate Total Expenditures: \$71,730.16
 - 4. Total Assets: \$286,699.92
7. Committee Reports.
- a. MDC
 - 1. 7 Applications all approved.
 - 2. 1 new construction is ongoing, in progress.
 - 3. 2 N.O.V.'s (Notice of Violations) – both corrected
 - 4. VDO – Stachel letter of May 2005. MDC is undetermined what action to take.
 - b. ROAD
 - 1. Repaired washouts
 - 2. New culverts
 - a. Three sets of culvert inlets concreted for safety and on Rio Santiago South, Traffic was pulling paving material into the road and leaving behind holes, requiring concrete finishing.
 - 3. Perimeter fencing repairs in 2 areas by VDO and Concho Way, south side of Three Canyons.
 - 4. County has granted permission via permit to clear away washed out debris near the 92 across Three Canyons, which without the Corp of Engineers could confiscate our equipment. Permit grants one tenth of an acre to access as needed to clear away washed out rock debris. Two Culverts under the road at that location will need unplugging for water drainage. Now awaiting delivery of permit.
 - 5. Road reflectors will be going in at the Three Canyons entrance off the 92 to assist drivers in finding the entrance to Three Canyons.

- c. Brief East Gate Discussion
 - 1. Discussion concerning trespassing through the East Gate and security with gate codes getting out and explanation of why the gate was installed and why it had to go where it is.
- d. Gate Administration West Gate
 - 1. Discussion concerning old webpage information showing up on the website.
 - 2. Discussion on the "User Unfriendly" state of the website, some committee information is tough to find.
 - 3. Discussion turns towards to East Gate – Wrong information lead to homeowner getting a visit from the sheriff due to alleged trespassing.
 - 4. Surveillance cameras caught license plates of 16 people who traveled from one gate through the next gate. Wrong information that led to item 3 above was obtained from these cameras.
 - 5. Discussion concerning assigned deputy sheriff findings in reports obtained from cameras.
 - 1. Too many unaccounted for gate codes, clickers and cards have been issued.
 - 2. Too many homeowner's/resident codes have been given out to other non-resident people to drive through Three Canyons. Contacted residents affirmed they had given codes to visiting friends.
 - 3. Discussion concerning vandalism on the gates. Discussion turned toward the alleged vandalism on the east gate between the HOA president and the gate committee chair. President found the east gate tied open, president cut the ties, gate chairman confessed to doing it as there was a malfunction in the east gate and the president acted prematurely and should have called gate chair first before untying the gate.
 - 4. Questions and comments were fielded from the audience concerning the fairness of the east gate and the purposes and benefits of the installation. Also the issuance of gates codes by homeowners to friends being met with the sheriff with charges of trespassing directed at the friend or the homeowner.
- 8. New Business – 2014 – 2015 Budget.
 - a. Total Projected Income - \$160,900
 - b. Total Projected Expenses - \$160,800
 - c. 10,600 memberships X \$14.00 per membership - \$148,400
 - d. Miscellaneous fees - \$12,500
 - e. Discussions concerning savings to prevent membership raises.
 - 1. Contingency fund too high. Adjusted to 10%.
 - 2. Memberships adjusted to \$14.00 per membership.
 - 3. One Gate Committee.
 - 4. More economical Attorney.
 - 5. \$800 bill for cameras was for evidence to involve the sheriff with trespassing investigation.
 - 6. Fielded Questions concerning projected budget items.
 - a. concerning landscaping - covered under projects.
 - b. Concerning Three Canyons Road resurface – 6 miles of chip seal.
 - c. Concerning Road Repair – Only to keep road in current state of repair.
 - d. Concerning Fencing – to repair fence and to keep Three Canyons fenced IAW CCR's.
 - f. Motion made to reduce the contingency fund by 5% and reduce the attorney fees to \$12,000.
 - 1. Seconded. Discussion.
 - a. Amended Motion – Reduce Attorney fees to \$12,000 and reduce contingency to 5% and reduce assessments to \$14.00 per share.
 - b. Motion passed 6 – 2.

2. Motion made to table the budget until the June meeting to pass final budget. However the final budget was already passed. Motion was retracted. Budget declared final.
9. Three bids for running the HOA financial analysis, budgets, and fee collections.
 - a. Bids were sought in the event Jack Lang could no longer provide the service.
 - b. Bids
 1. Y Cross - \$500 plus fees per month
 2. Stachel and Associates - \$1600 plus fees per month
 3. Cadden - \$1800 plus fees per month.
 - c. Would increase the HOA shares by \$2 per share.
 - d. Motion made to accept Stachel and Associates and to start 1 May, 2014.
 1. Seconded – Not approved with 3 abstaining.
10. New Gate Code Policies
 - a. Motion made to send the original gate code policy to the attorney for review.
 1. Seconded. Discussion of reasons for the motion.
 2. Approved 5 – 3.
11. Change to the MDC Procedures
 - a. Concerning the oversight of VDO's Master Design policies.
 - b. Motion made to table this item until June for further investigation of VDO's expectations of us and our involvement with their MDC concerns.
 1. Seconded. Discussion.
 - a. Question concerning conflicts between VDO and 3 Canyons CCR's.
 - b. Question concerning who will enforce VDO's CCR's, (ref. Stachel's Letter)
 1. Jack believes they should enforce their own CCR's.
 2. Motion passed unanimously.
 - c. Jack asked to approved a variance for Tom Gleason's architectural design changes, requires 7 feet variance.
 1. Motion made to grant variance for barn roof. Seconded. No discussion.
 - a. Motion passed unanimously.
12. News Letter
 - a. Printed and sent out annually with the HOA assessments.
 1. Reimbursement for paper newsletter production, past and future, remains unresolved, tabled until June meeting to be paced on the June Agenda.
 - b. Deadline for articles is End of May.
 1. Push information concerning recent community issues.
 - c. Pursue the email option. Currently 100 emails are available to News Letter Editor.
 1. Compile email addresses from the gate code database.
 2. Individuals who have their own compiled lists from their section can add to our email data base.
 3. Ask for email addresses on the HOA assessment letters then add those to the HOA data base.
13. Call to Membership
 - a. Discussion concerning giving two gate proxy cards to each residence in lieu of gate codes.
 1. Pursue attorney's opinion on this before adopting this policy.

14. Meeting Terminated – 20:27
 - a. No motion made for formal adjournment.