

Three Canyons Ranch Master Homeowners' Association
Board of Directors Meeting Minutes
July 15, 2017
web site: az3canyons.com

1. Call to Order. Meeting called to order at 9:45am

Board of Directors (BoD) present:

Sec 19	John MacLeod
Sec 20E	Marilyn Wardlaw
Sec 21	Richard Sontheimer (President)
Sec 22	Cathy Chouinard
Sec 23	Mike Needham (Secretary)
Sec 24	Rich Frederici
Sec 26	Vacant (Bob Gilbert resigned after the Annual Membership meeting)
Sec 27	Jim Dobis
Sec 28	Vacant
Sec 29	Vacant

BoD Members absent:

Sec 20W	John Langholff (Vice President)
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2. Introductions and Review of Ground Rules

The President provided a brief review of the meeting ground rules.

3. Revision and/or Acceptance of Agenda

Agenda was accepted

4. Revision and/or Acceptance of June 14, 2017 Meeting Minutes

Minutes were accepted without revision.

5. Call to Membership

Member inquired about the burning of mesquite tree trimmings. Open fires for this type activity is a violation of CCR Sec 4.2.12 even if a 3 Canyons member has a burn permit issued by the Fire Department.

6. Treasurer's Report - Donna Willard

- a) Total Income for 2016-2017 Fiscal Year: \$186,324.00
- b) 2013-2014 Assessments collected this year: \$112.00
- c) 2014-2015 Assessments collected this year: \$172.00.
- d) 2015-2016 Assessment collected this year: \$1,365.00

- e) There is \$5,967.00 of assessments still due from 2016-2017 fiscal year.
- f) Late Fees Income: \$2,528.00
- g) Interest Income: \$1,208.00
- h) Gate Income: \$1,190.00
- i) MDC Income: \$1,505.00
- j) Transfer Fee Income: \$6,150.00
- k) Attorney Recouped Expenses Income: \$2,434.00
- l) Assessment income for 2017-2018 Fiscal Year collected so far: \$112,386 of the \$163,005 budgeted
- m) The final Road Loan Payment to Objective Ventures LLC will be made August 1, 2017 in the amount of \$33,071.42.
- n) By paying off the Road Loan early we saved \$7,127.77.
- o) Total Expenses for 2016-2017 Fiscal Year were \$107,919.00
- p) Results of Payment Options Letter: 128 returned, 1 for Pay Pal, 1 for Credit card, 126 for Cash/Check/current payment method.

7. Committee Reports

Master Design Committee (MDC) - Marilyn Wardlaw

1. All old paper records have been scanned, all submissions for the past two years as they come in are being scanned and kept in electronic form. Michele DoPadre received all submissions to keep with official records.

2. As MDC Chair I would like to thank all MDC members for their work this past year. They are John MacLeod Sec 19, Virginia Stiles Sec 20E, Gerry Rovner Sec 20W, Cathy Chouinard Sec 22, Craig Gundy Sec 23, Stephen Burr Sec 26, and Pam Hunter Sec 27.

3. MDC received a request from Mr. Tripp for fencing on his Sec 20E parcel 045H 4.01 acre lot. This was denied by the Chair since it did not meet the setback standards for fencing. The MDC chair advised him to appeal to the Board for a variance to the fence set back rule. Mr. Tripp was in attendance and asked to present his appeal. The BoD approved Mr. Tripp's appeal by a 6-1 vote.

Road - Jim Dobis

3 Canyons HOA Road Report for July 15, 2017

Continued: Brush, stump and tree removal along 3 Canyons Road. Grass mowing and mulching tree limbs along 3 Canyons Road.

Installed: Erosion control gabions and rock at 3 Canyons Road and South Oakridge Drive at one driveway and one road.

Upcoming 2017 – 2018 Projects: Continue to install erosion control gabions and rock in drainage ditches to prevent erosion along 3 Canyons Road.

Gate - Rich Frederici

On July 13, 2017 the damage repairs to the East Gate was completed. The repairs included the gate, the mechanical components, and repainting. On July 14 the Gate was back in operation. The original target date was August 1 but we were able to complete the project two weeks ahead of schedule. I wish to thank the Gate Committee, Jim Dobis, and our Gate Administrator Tom Pickering for their efforts and support in helping this project. Also, both the entire West Gate and East Gate have been repainted.

Governing Documents - John Langholff (absent) No report

Maps - John Langholff (absent) No report

8. Legal Update - None

New Business

9. Appointment of Pam Hunter, Jerry Lametti, and Bob Griffith to the BoD.

There are three vacant BoD positions. The Association By Laws allow the BoD, when vacancies exist, to elect a successor director or directors to hold office until the next election of directors.

Motion was made and seconded to appoint Pam Hunter, Jerry Lametti, and Bob Griffith to the Board of Directors. Motion passed unanimously. Pam Hunter was present and she took her seat at the BoD table.

10. Election of BoD Officers

President - Nomination was made and seconded to appoint Richard Sontheimer. Approved unanimously.

Vice President - Nomination was made and seconded to appoint John Langholff. Approved unanimously.

Secretary - Nomination was made and seconded to appoint Mike Needham. Approved unanimously.

Treasurer - Nomination was made and seconded to appoint Donna Willard. Approved unanimously.

Assistant Treasurer - Nomination was made and seconded to appoint Jim Dobis. Approved unanimously.

Assistant Treasurer - Nomination was made and seconded to appoint Pam Hunter. Approved unanimously.

11. Formation of Committees

a. Master Design Committee (MDC). Motion made, seconded, and approved unanimously to appoint the following members to the MDC.

Sec 19	John MacLeod	Sec 22	Cathy Chouinard
Sec 19	Carol Daly-Martens	Sec 23	Craig Gundy
Sec 20E	Marilyn Wardlow	Sec 24	Peter Van Wesep
Sec 20E	Virginia Stiles	Sec 26	Stephen Burr
Sec 20W	Gerry Rovner	Sec 27	Pam Hunter

b. Road Committee. Motion made, seconded, and approved unanimously to appoint the following members to the Road Committee.

Jim Dobis, Rich Frederici, and Bob Gilbert,.

c. Gate Committee. Motion made, seconded, and approved unanimously to appoint the following members to the Gate Committee.

Rich Frederici, Jim Dobis, John MacLeod, and Gate Administrator - Tom Pickering

d. Governing Documents. Motion made, seconded, and approved unanimously to appoint the following member to the Governing Documents Committee.

John Langholff

e. Map. Motion made, seconded, and approved unanimously to appoint the following member to the Map Committee.

John Langholff

12. Revision to 2017-2018 Budget

The Treasurer provided a revised 2017-2018 Budget. The revision does not increase assessments for 2017-2018. Motion was made and seconded to approve the revised 2017-2018 budget. Motion was approved unanimously. Copy of the revised budget is at the end of the minutes.

13. Dates for Future BoD Meetings

The following dates are set for regularly scheduled BoD meetings through July 14, 2018 :

October 11, 2017

January 10, 2018

April 11, 2018

July 14, 2018 (after Annual Membership Meeting)

Annual Membership Meeting is set for July 14, 2018

In the past the BoD held a meeting in June to primarily approve the Annual BoD election ballot. This will now be done during the April meeting. This will reduce the normal annual membership mailings to one vice the current two, should reduce mailing costs, and hopefully increase membership voting participation. The one mailing will include the annual assessments, the BoD election ballot, and any other membership business, as required

The regular BoD meetings and Annual Membership meeting are held at the La Purisima Retreat Center, 10301 S. Stone Ridge Rd, Hereford.

14. Call to Membership

Several members expressed their thanks to the BoD, officers, and committee members.

15 Adjournment

Motion was made and seconded to adjourn the meeting. Approved by unanimous vote. Meeting adjourned at 11:40am.

(Agenda Item 12. Revised 2017-2018 Budget)

3 Canyons Ranch 2017 - 2018 Revised Budget

Income Total	\$180,972	\$180,972	
2017-2018 Assessments	163,005	\$163,005	
2016-2017 Assessments	5,967	\$5,967	decrease from \$10,605.00
Late Fees	1,600	\$1,600	
Interest	300	\$300	
Gate	800	\$800	
MDC	1,000	\$1,000	
Transfer Fees	7,000	\$7,000	
Recovered Legal Expenses	1,000	\$1,000	
Recovered Admin. Expenses	300	\$300	
Construction Deposits	1,000	\$1,000	Move to Int. Bearing Acct.
Expenses Total	154,168	\$154,168	
Admin	5,900	\$5,900	
Board	2,000	\$2,000	
MDC	200	\$200	
Gate	3,300	\$3,300	
Road	100	\$100	
Documents	100	\$100	
Map	100	\$100	
Website Maintenance	100	\$100	
Construction Deposits Refund	1,000	\$1,000	Will Xfer from Int. Bearing Acct.
Accounting	2,000	\$2,000	
Attorney	32,000	\$32,000	
Litigation	4,000	\$4,000	
Professional Services	8,000	\$8,000	
Administration	20,000	\$20,000	
Insurance	4,371	\$4,371	
Board	1,600	\$1,600	
Road/Umbrella	2,771	\$2,771	
Taxes	100	\$100	
Gate	27,500	\$27,500	
Warranty	8,000	\$8,000	
Utilities	2,000	\$2,000	
Landscape & Lighting	2,500	\$2,500	
Maintenance	9,000	\$9,000	
Security	6,000	\$6,000	Increase from \$1500*
Road	46,078	\$46,078	
Maintenance	3,000	\$3,000	
Mowing	9,000	\$9,000	
Weed Control	7,078	\$7,078	Increase from 6000**
Drainage	23,000	\$23,000	
Fence	4,000	\$4,000	
Contingency- Savings	\$5,098	\$5,098	
Road Loan Payment	\$36,219	\$36,219	

Revised and Approved April 12, 2017 by BOD at HOA meeting

* Increase budget from 1500.00 to 6000.00 for gate security project.

** Work performed in 2016-2017, not paid until 2017-2018