

Three Canyons Ranch Master Homeowners' Association (MHOA)
Board Meeting Minutes
October 8, 2014
(approved at January 14, 2015 board meeting)

1. Call to Order. Meeting called to order at 6:10pm (meeting was held at Palominas Fire Department (PFD) facility on Kings Ranch Road because the regular La Purisima meeting room was not open)

Board Members present:

Eileen McMannon - Sec. 19
Marilyn Wardlaw - Sec 20E
John Langholff - Sec. 20W (Vice President)
Richard Sontheimer - Sec. 21 (President)
Cathy Chouinard - Sec. 22
Mike Needham - Sec. 23 (Secretary)
Bob Gilbert - Sec 26
Jack Lang - Sec. 27 (Treasurer)
Evans Guidroz - Sec 28

Board Members absent:

Rich Frederici - Sec. 24

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. A motion was made and seconded for approval of the meeting agenda. The motion carried unanimously.

4. Revision and/or Acceptance of July 19, 2014 Annual Meeting Minutes

Motion was made and seconded to approve the minutes. The motion carried unanimously.

5. Revision and/or Acceptance of July 19, 2014 Board Meeting Minutes

Mike Needham requested one change to item 10 in the minutes. Change is to have the second to last sentence read " The road would need maintenance and they are asking for help from the 3 Canyons MHOA. "

Motion was made and seconded to approve the minutes with this change. The motion carried unanimously.

6. Asst. Chief Matthews. PFD Assistant Chief Mark Matthews gave a presentation concerning the planned full-time staffing of the PFD station 192 located on Highway 92 in Miracle Valley and a request to have South Calle Cielo Grande properly maintained

providing PFD vehicles an additional access to 3 Canyons. A one-page document from Chief Matthews is attached at the end of the minutes. Also see Agenda item 12 for additional discussion on the maintenance request.

7. Call to Membership

Lynn Mattingly from Vista Del Oro (VDO, Section 20W) asked if any Board members had any questions concerning VDO. There were no questions from the Board.

8. Treasurer's Report

Jack Lang handed out the Financial Statement report. The 2014 - 2015 Budget status report was not available as the bank's lockbox software was not working properly. A copy was received on October 16. Both reports are at the end of the minutes.

9. Committee Reports

MDC - Jack Lang

The Master Design Committee (MDC) received and approved three (3) applications this quarter (July – September).

The MDC collected \$105.00 in fees this quarter. MDC expenses for this quarter were \$0.00.

There is one new construction ongoing currently. The refundable construction deposit is in the Association's account.

The MDC issued one Notice of Violation letter this quarter. The violation is being corrected.

The MDC has submitted a change to the MDC Guidelines regarding CC&R enforcement for Board approval.

The MDC welcomes the opportunity to assist the Association's members, our neighbors, to improve their property while complying with the Association CC&Rs.

Road/Fence - Jim Dobis

The following projects were completed or are ongoing.

- Culvert work at west end 3 Canyons Road, County Permit
- Mowing and trimming grass along 3 Canyons Road
- Culvert work at east end 3 Canyons Road, installed culverts west of Calle Mia on south side of 3 Canyons Road
- Mowing and trimming grass along 3 Canyons Road
- Reviewed fence offset at south end of Fairfield Road

Jim requested the Board allocate funds to hire a surveyor to survey the 3 Canyons boundary fence along Fairfield Road. The issue is a non-3 Canyons member

may have trespassed onto and cut the 3 Canyons MHOA property boundary wire. A survey is the proper way to determine if there has been a trespass.

A motion was made and seconded to hire a surveyor at a cost not to exceed \$500. The motion carried unanimously.

The treasurer will pay for the survey from the Boards Administration funding budget line.

Gate - Tom Pickering

The committee is sending out the updated Gate Policy letter. (The updated Gate Policies and Procedures was approved at the 11 June, 2014 meeting).

If any member is having gate access issues, please contact the gate administrator John Stone jkzmstone@netzero.com or at (520) 559-5291.

Governing Documents - John Langholff

Nothing to report.

Maps - Eileen McMannon

Nothing to report.

10. The vote to change the CC&Rs at annual meeting results.

At the 19 July annual meeting a challenge was made as to whether sufficient votes were cast to make the CC&R change vote valid. The President subsequently met with the attorney and it was determined that the proposed change to the CC&R was not approved because changes to our CC&Rs require a majority of total memberships and not just a majority of votes cast. Total 3 Canyons memberships is 10,600 and the total votes cast was 4,610. A majority of votes cast approved the change but less than a majority of memberships voted therefore the proposed change was defeated.

11. Change to MDC Guidelines

Jack Lang requested the Board approve a change to part 17 of the MDC Guidelines in order to clarify the MDC responsibilities of enforcing 3 Canyons CC&Rs and not Village specific CC&Rs. The MDC Guideline part 17 is at the end of the minutes.

A motion was made and seconded to approve the revised part 17. The motion carried unanimously.

12. Proposal for 20 East and Calle Cielo Grande Road Maintenance

The President met with the attorney since the last meeting to determine if the MHOA can maintain the various roads identified in the section 20 East proposal (the 20E proposal document is in the 19 July Board meeting minutes). The attorney's opinion is the Board could approve maintaining the roads with a 3/4 approval vote of the Board.

The Board along with input from the attending 3 Canyon's members discussed this item. Issues raised concerned the immediate and future maintenance cost, potential liability to the MHOA, and that members in other sections will want their roads maintained by the MHOA.

A motion was made and seconded to form a committee to develop a Statement of Work (SOW) for the 20E and South Calle Cielo Grande road maintenance. The SOW will be used to solicit cost estimates to provide the Board an idea of the costs involved. Committee members are Jack Lang, Michael Wright, Sandra King, and Marilyn Wardlow.

The motion passed 7 yes, 2 abstain

13. Call to Membership. None

14. Adjournment

A motion was made and seconded to adjourn the meeting. The motion carried unanimously. Meeting adjourned at 8:03pm.

(Agenda item 6. Assistant Chief Matthews)



3 Canyons meeting, proposed road improvement project to reduce response time to the 3 Canyons community

October 8th, 2014

Palominas Fire District is currently working on moving/relocating our full-time staffing (24 hour EMT/FF) to station 192, which is located on Hwy 92 in Miracle Valley. We are considering relocating due to the following:

- Majority of our run or call activity is in a 3.5 mile radius of station 192 vs 193
 - 25% calls within 1 mile radius vs 3.2% of calls
 - 38% calls within 2 mile radius (13%) vs 9.2% of calls (6%)
 - 51% calls within 3 mile radius (13%) vs 14.6 % of calls (5.4%)
 - 65% calls within 4 mile radius (14%) vs 18.4% of calls (3.8%)
 - 75% calls within 5 mile radius (10%) vs 26.8% of calls (8.4%)
 - 82% calls within 6 mile radius (07%) vs 38.7% of calls (11.9%)
 - 91 % calls within 7 mile radius (09%) vs 42% of calls (3.3%)
 - 96% calls within 8 mile radius (05%) vs 60% of calls (18%)
 - 04% calls outside district 9+ (04%) vs 100% of calls (40%)
- Allows more efficient response times and coverage to the entire district
- Provides a more effective balance to the community
- Equalizes or lowers response times to fires and EMS response
- Allows us the opportunity to move resident volunteers into station 193

Last fiscal year from June 30 to July 1 Palominas Fire District responded to the 3 Canyons community area a little over 9% of our total call volume. The following is a break down on response times from Station 193 (located Hwy 92 near Stone Ridge Rd) and a comparison if we were responding from 192 with an improve access from Kings Ranch rd. to Calle Cielo Grande to 3 Canyons:

Station	Calls Volume	Longest Response Time	Shortest Response Time	Average Response Time
193	9%	13.2 minutes	5.4 minutes	10.3 minutes
192	9% compare	10.3 minutes	6.0 minutes	7.4 minutes
192 with current road conditions	9% compare	13.3	9.0 minutes	10.4 minutes

(Agenda Item 8. Treasurer's Report)

**Financial Statement
3 Canyons Ranch HOA
June 30, 2014**

Commercial Checking	\$656.50
Outstanding Checks (0)	\$.00
Construction Deposits	\$2000.00
Commercial Savings	\$268,655.65
Capitol Savings	\$48.40
Total	\$269,360.55

(Agenda Item 8. Treasurer's Report)

3 Canyons Ranch 2014 - 2015 Budget
September 30, 2014

	September 30, 2014	Year-to-Date	2014-2015 Budget	Budget Remaining
Income	\$10,147	\$143,914	\$160,900	\$16,986
Assessments	\$8,511	\$140,289	\$148,400	\$8,111
Fees	\$1,636	\$3,625	\$12,500	\$8,875
Expenses				
Admin	\$0	\$330	\$8,100	\$7,770
Board	\$0	\$112	\$3,500	\$3,388
MDC	\$0	\$0	\$200	\$200
Gate	\$0	\$48	\$3,600	\$3,552
Road	\$0	\$145	\$200	\$55
Documents	\$0	\$0	\$200	\$200
Map	\$0	\$25	\$200	\$175
Website Maint	\$0	\$0	\$200	\$200
Accounting	\$455	\$605	\$2,500	\$1,895
Attorney	\$5,893	\$6,821	\$12,000	\$5,179
Services	\$1,222	\$1,796	\$4,000	\$2,204
Litigation	\$4,671	\$6,962	\$5,000	(\$1,962)
Legal				
Expenses	\$4,946	\$10,283		
Recovered				
Expenses	\$275	\$3,321		
Administration	\$0	\$916	\$3,000	\$2,086
Recovered				
Expenses	\$500	\$1,211		
Insurance	\$0	\$0	\$4,400	\$4,400
Board	\$0	\$0	\$1,600	\$1,600
Road/Umbrella	\$0	\$0	\$2,800	\$2,800
Lockbox	\$195	\$820	\$2,600	\$1,780
Taxes	\$65	\$65	\$200	\$135
Gate	\$842	\$2,553	\$25,500	\$22,947
Warranty	\$465	\$1,395	\$7,500	\$6,105
Utilities	\$77	\$436	\$2,000	\$1,564
Projects	\$0	\$0	\$3,000	\$0
Maintenance	\$300	\$722	\$8,000	\$7,278
Law				
Enforcement	\$0	\$0	\$5,000	\$5,000
Road	\$1,728	\$20,637	\$53,000	\$32,363
Repair	\$1,728	\$11,078	\$35,000	\$23,922
Mowing	\$0	\$680	\$5,000	\$4,320
Drainage	\$0	\$8,879	\$10,000	\$1,121
Fence	\$0	\$0	\$3,000	\$3,000
Contingency	\$0	\$0	\$5,500	\$5,500
Resurface				
Road	\$35,000	\$35,000	\$47,000	\$12,000

(Agenda item 11. Change to MDC Guidelines)

17. VIOLATIONS

The MDC has the responsibility to enforce the 3 Canyons CC&Rs for all property owners in the HOA. Enforcement of Village CC&Rs that are unique to the Village is not the responsibility of the 3 Canyons MDC and should be enforced by the Village.

The MDC will take the initial action on all reported violations. The MDC will investigate and determine if a violation of the CC&Rs exist. The MDC will attempt to contact the property owner to discuss the violation. The MDC will issue a letter to the property owner identifying the violation. The property owner will have thirty (30) days to correct the violation or submit a detailed plan of the corrective action to the MDC for approval.

The MDC will issue a Notice of Violation (NOV) letter via certified mail if the violation has not been corrected. The NOV letter will contain the following information:

- a) The provision of the CC&Rs that cover the violation.
- b) The date the violation was observed by a MDC member.
- c) The name of the MDC member who observed the violation.
- d) A description of the process the owner must follow to contest the NOV letter.

The MDC will submit the NOV letter to the Board of Directors for action. An owner must contact the Board of Directors to appeal the NOV letter. Details of the appeal process are contained in the NOV letter.