

**Minutes of the Meeting of 3 Canyons Ranch
Master Homeowners Association (MHOA)
Regular Quarterly Board of Directors (BOD) Meeting
January 14, 2009, 5:30 PM, at La Purisima Center**

Board Members Present:

Gary Brock (19), Connie Foust (20E), Lois Bloom (20W),
Greg Chouinard (22), Ron Slyter (23), Bill Sowards (24), Carl Bromund (27)

Officers:

President, Carl Bromund
Vice President, Frank Diaz
Secretary, Greg Chouinard
Treasurer, Gary Brock

Call to Order

The meeting was called to order at 5:33 PM by President, Carl Bromund

Acceptance of Agenda

A motion was made and seconded to adopt the meeting agenda. The motion to adopt the meeting agenda was carried unanimously.

Acceptance of December 2, 2008 MHOA Board Meeting Minutes

A motion was made and seconded to accept the minutes from the Board of Directors (BOD) special meeting of December 2, 2008. The motion to accept the minutes was carried unanimously.

Call to Membership

No members requested the floor.

Treasurers Report

Account Balances as of 12/31/08:

Regular / General:	\$167,363.65
Capital Savings:	\$69,023.85
Capital Checking:	\$2,549.92

Assessments Outstanding:

Current year: \$4,010.00
Over one year: approx \$8,000

Gary Brock, Treasurer

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Attachments:

Master Design Committee Report 14 January 2009

The Master Design Committee (MDC) received two applications this quarter. The two applications were approved. The MDC did the final inspection for the two houses built in 3 Canyons Ranch.

The MDC was notified of five violations of campers/travel trailers being stored on property in 3 Canyons Ranch and those five violations have been corrected.

The MDC proposes changes to the MDC Guidelines to refine the procedures to handle violations of the CC&Rs within 3 Canyons Ranch.

The MDC has collected \$70.00 in fees this quarter. MDC expenses for this quarter were \$51.00. Currently expenses for the year (July 08 – June 09) exceed MDC administrative fees by \$4.00. The shortfall was \$23.00 last quarter.

The files have been updated for every section in 3 Canyons Ranch.

MDC assistance to the Map Committee in updating the map files with the street addresses of the homes in 3 Canyons Ranch is complete.

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

Jack Lang
MDC Chairman

Quarterly Meeting Road Report 14 January 2009

Road Patching: Light patching is presently under way and will continue as needed.

Road and Driveway markers: A program to mark all roads and driveways that enter onto 3 Canyons Road will begin this quarter of 2009. The program will consist of sign posts and reflectors. The primary purpose of the installation is the reduction of vehicles cutting the turns short and crushing the culvert ends.

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3 CANYONS RANCH MASTER HOMEOWNERS ASSOCIATION

Proposed 1-14-09 Gate Access Regulations

I. INTRODUCTION

This document establishes regulations for the management of gate access for the 3 Canyons Ranch Master Homeowners Association. The 3 Canyons Gate Committee will be responsible for both interpreting and implementing these regulations. This includes but is not limited to the following:

- 1. Determining the type of opening devices issued.**
- 2. Limiting the quantity of opening devices issued.**
- 3. Waiving the application and fee requirements for municipal authorized applications.**

These regulations will also be consistent with the 3 Canyons Homeowners Association governing documents.

The intent of these regulations is:

- 1. To establish a system of gate access management that will maintain and protect the integrity of the 3 Canyons Homeowners Association as a private and gated community.**
- 2. To provide a method of reasonable gate access for the property owners of 3 Canyons and their designated guests.**
- 3. To provide a method of reasonable gate access for non-property owners with legitimate business in 3 Canyons.**

II. General Regulations

- 1. All property owners and non-property owners who wish to have gate access to the 3 Canyons Ranch Community must first make written application to the 3 Canyons Gate Committee. This is accomplished through the appropriate submission of either: a.) The Property Owner Gate Access Application Form, b.) The Non-Property Owners Gate Access Application Form. An appropriate application form may be mailed to an applicant upon request. The applicant may also download the appropriate application form from the 3 Canyons website at: www.az.3canyons.com.**
- 2. Gate access transactions are only completed by mail. All gate access application forms must be mailed to:**

**3 Canyons Gate Administrator
Post Office Box
Hereford, Arizona 85615.**

It is the responsibility of the applicant to keep the Gate Committee informed of any changes to the applicants contact information.

- 3. No gate access application form will be processed unless it is fully and correctly completed. This includes all requested information, signed consent by the applicant to the terms of gate access, a photocopy of valid applicant identification, vehicle registration and the correct fees, as applicable. The non-property owner applicant is also responsible to provide full justification for gate access, as requested by the Gate Committee. These access codes will be limited by time-of-day and duration. All information contained in the gate access application form is confidential. Gate access applications require up to 3 weeks for processing.**
- 4. Applicants for gate access must accept the terms and conditions stated in the gate access application form. As a part of that agreement, the applicant is responsible for the proper use of issued gate access devices. All gate access devices are intended only for use by the applicant. Sharing the gate access codes or opening devices with other individuals or organizations will result in their cancellation.**
- 5. Gate access application forms are kept on file for reference in a secure location. All applicant information contained in gate access application forms and the gate access data system is private and confidential. This information is restricted to designated members of the gate committee and may be used only for purposes of managing gate access and enforcing the associations rules and regulations.**
- 6. Gate access codes and gate access control systems are the sole property of the 3 Canyons Homeowners Association. They are not transferable or saleable. Gate access devices may be changed, reprogrammed or deleted from the gate access control system without prior notice at the discretion of the Gate Committee.**
- 7. The 3 Canyons Gate Committee will meet on an as-needed basis. Decisions by the Gate Committee are final. Appeals to actions by the Gate Committee must be made in writing to the**

**3 Canyons Ranch Master Home Owners Association
PO BOX 970
Hereford, AZ 85615
Attn: Board of Directors**

III. Property Owners Access Regulations

- 1. Property Owners of 3 Canyons are entitled to gate access devices as a condition of ownership in the 3 Canyons Ranch community. No Justification is required for property owners' gate access. However, all**

Property Owners of 3 Canyons must first complete a Property Owners Gate Access Application, agree to the terms and conditions of gate access And provide all requested information including a valid driver's license and documented vehicle registration. All applications will take up to three (3) weeks for processing.

- 2. Renters in 3 Canyons must file through their property owner / landlord. They are also required to agree and sign the terms and conditions as stated on the application. Property owners are still held responsible for the proper use of all opening devices issued to renters.**

IV. NON-PROPERTY OWNERS ACCESS REGULATION

- 1. Non-Property Owners with legitimate business purposes may obtain gate access cards to 3 Canyons. Applicants must complete the Non-Property Owners Access Application, agree to the terms and conditons of gate access and provide reasonable verification of identity. The Non-Property Owners gate access application must also include a justification for gate access.**
- 2. Applications include, but are not limited to, real estate agents, building contractors, sub-contractors, delivery personnel and private utility companies. The Gate Access Application requires that one individual in the applicant organization take responsibility for seeing that the card is used appropriately. This individual is also the designated contact person within the applicant organization. This access card may be used within the applicant organization, but may not be shared with other individuals or other organizations. Access will be limited by time of day and duration. Non-Property Owners Gate Access Applications require up to three weeks for processing. The gate committee reserves the right to rescind or limit the Non-Property Owners Gate Access privilege.**
- 3. Non-property owners are eligible only for gate access cards.**
- 4. Gate access devices are provided, at no charge, for municipal authorities as appropriate. Municipal authorities include, but are not limited to, local police, fire department, U.S. Border Patrol, EMT crews, schools, public utilities, Cochise County appraisers, health department officials and other public sector employees. These applicants must complete the Non-Property Owner Gate Access application. An agency contact person is required. Non-Property Owner Applications for municipal authorities require up to (3) weeks for processing. The Gate Committee reserves the right to rescind or limit the non-resident gate access privilege.**
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Proposed 1-14-09:
Property Owner Gate Access Application Form

The 3 Canyons Ranch Community is a private, residential area. Access is permitted only to 3 Canyons property owners and their guests. Contractors, vendors and others with legitimate business in the 3 Canyons Community must apply individually for Non-Property Owner Access Cards. As a Property Owner, you may request an access code for a manual keypad entry and exit. You may also lease gate access cards and remote gate openers based on the number of vehicles per households. You will need to include all fees, a photocopy of your driver's license and a photocopy of your vehicle registration for each gate card and/or remote device requested with this application. If your driver's license contains a social security number, you may blacken that portion out. All information provided on this form is confidential.

Temporary, finite-use access codes may be provided on an as needed basis. These codes can be shared with your invited guests in the 3 Canyons Ranch community. Temporary codes may also be given for parties and social gatherings. Please use this application to request temporary codes. Property Owners should require all contractors or vendors to submit a Non-Property Owners Application Form for a gate access card.

Renters in 3 Canyons must file through their Property Owner/Landlord. They are also required to agree and sign the terms and conditions as stated on the application. Property Owners are still held responsible for proper use of all opening devices issued to renters.

ALL ACCESS DEVICES ARE INTENDED FOR USE ONLY BY THE INDIVIDUAL SUBMITTING THIS APPLICATION.

The individual applying for this privilege will be held responsible for the proper use of issued codes and devices. You may not share an access code or remote device with any unauthorized person or party. Gate access devices are non-transferable and may be reprogrammed without prior notice at the discretion of the 3 Canyons Gate Committee. Appeals to actions by the Gate Committee must be made in writing to the

3 Canyons Board of Directors
3 Canyons Ranch Master Homeowners' Association
PO Box 970
Hereford, AZ 85615

Please notify the 3 Canyons Master Homeowners Association of any changes in your address.

Information on gate regulations may be found at the 3 Canyons website at:
<http://www.az3canyons.com>.

Please complete the following:

Property owners section #: _____

Tax ID / Parcel # (example: 104-27-050J) _____ - _____ - _____

Name: _____ Phone: (____) - _____ - _____

Physical Address: _____

Mailing Address: _____

E-Mail address: _____

	Cost
_____ I wish to have a manual gate access number	0
_____ I wish to have a temporary gate access number (Please include a brief explanation on the back of this form)	0
_____ I wish to lease _____ gate cards @ \$5.00/card	_____
_____ I wish to lease _____ remote openers @ \$40.00/ opener	_____

TOTAL AMOUNT THIS ORDER _____

I verify that the information provided here is correct. I have read, understand and consent to the terms of this agreement. I accept full responsibility for the proper use of all gate access devices provided me. I will obey all posted traffic regulations and speed limits. I understand that failure to do so will result in the cancellation of my gate privileges.

Signature: _____

Date: _____

Please mail this form and a photocopy of your driver's license and vehicle registration for each device requested to the following address:

3 Canyons gate Administrator
PO BOX
Hereford, AZ 85615

Gate access applications are processed through the mail. Checks are to be payable to the 3 Canyons Ranch Master Home owners' Association. Please allow 3 weeks for processing.

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Proposed 1-14-09
Non-Property Owner Gate Access Application Form

The 3 Canyons Ranch Community is a private, residential area. Access is permitted only to residents, their guests, contractors, municipal authorities and vendors. As a non-property owner, you may request a gate access card for entry and exit. You must also include a brief justification for gate access with this request for a non-property gate access. You will need to include a photocopy of your driver's license with this application. If your driver's license contains a social security number, you may blacken that portion out. All information provided on this form is confidential.

The Gate Committee reserves the right to deny a gate access request submitted without appropriate justification. Appeals to actions by the Gate Committee must be made in writing to the:

3 Canyons Board of Directors
3 Canyons Ranch Master Homeowners' Association
P.O. Box 970
Hereford, AZ 85615

All access devices are intended for use ONLY by the individual or organization submitting this application. The individual applying for this privilege will be held responsible for the proper use of the issued access card. You may not share your access card with any unauthorized person or party. Access cards are non-transferable and may be reprogrammed without prior notice at the discretion of the 3 Canyons Gate Committee. The gate access cards are the property of the 3 Canyons Ranch Master Homeowners Association.

Please notify the 3 Canyons Master Homeowners Association of any changes in your permanent address. Information on gate regulations may be found at the 3 Canyons website at: www.az3canyons.com.

Please select and complete one of the following:

_____ Construction Company (Company name) _____

_____ Realtor (Company name) _____

_____ Municipal Authority (Police, Fire, Emergency) Agency Name:

_____ Other: _____

Please complete the following and include a brief justification for gate access on the back of this form.

	Cost
____ I wish to have lease ____ gate cards @ \$10.00/ card.	_____
Processing/setup fee per order.	\$15.00

TOTAL AMOUNT THIS ORDER	_____

The gate cards are only good for the calendar year in which they were issued. Gate cards may be renewed for the following calendar year at a cost of \$10.00 / card. There will be no additional processing / set up fee for reactivation of gate cards.

Contact Name: _____ **Phone # (____)** _____ - _____

Company: _____

Mailing Address:

City, State, Zip:

E-mail Address (Optional):

_____ @ _____

I verify that the information provided here is correct. I have read, understand and consent to the terms of this agreement. I accept full responsibility for the proper use of all gate access devices provided to me. I will obey all posted traffic regulations and speed limits. I understand that failure to do so will result in the cancellation of my gate privileges.

Signature: _____

Date: _____

Please mail this form and a photocopy of your driver's license to the following address. Gate access transactions are only completed by mail. All gate access application forms must be mailed to:

**3 Canyons Gate Administrator
Post Office Box
Hereford, AZ 85615**

Please make checks payable to: 3 Canyons Ranch Master Homeowners Assoc.

Please allow 3 weeks for processing and delivery.