Three Canyons Ranch Master Homeowners Association
Board of Directors Meeting / Saturday July 21, 2012
(followed the annual membership meeting)

1) Meeting called to order at 10:40am.

2) Board members present: Greg Chouinard (President), Mike Needham (Vice President), Jack Lang (Treasurer), Gary Brock (Secretary), Rich Frederici, John Langholff, Keith Gallew. Connie Slay and Richard Sontheimer had to leave after the annual membership meeting.

3) Introduction of board members and review of meeting ground rules.

4) Revisions and/or acceptance of meeting agenda. A motion was made and seconded to accept the meeting agenda. The motioned carried by a unanimous vote.

5) Revisions and/or acceptance of the June 13th, 2012 board meeting minutes. The motion carried by a unanimous vote.

6) Call to membership. One member requested the floor. Discussion regarding Conservation/Equestrian Easement on the northern border of 3 Canyons Ranch MHOA.

7) Treasurers report: Jack Lang, Treasurer. Financial Statements as of June 30th, 2012:

Commercial Checking	$ 89,784.45
Outstanding checks	$ none
Commercial Savings	$200,440.26
Capital Savings	$ 71,786.92
Total =	$362,011.63

Reviewed spread sheet on Income/expense budget for last fiscal year 7/2011 thru 6/2012 (spread sheet attached).

An update on delinquent assessments was given. There are six delinquent assessments, three with settlement judgments, one foreclosure and two with demand letters. A motion was made and seconded to start the collections process on member Scott Martin (Sec 26, 104-01-104D). The motion carried by a unanimous vote.

8) Committee Reports:

Road Committee: Rich Frederici, Committee Chairman.

A summary of activities for the road committee last year consisted of numerous road patching, roadway mowing, maintenance to the drainage ditches, cleaning culverts, and preparing the roadway for major repair work.

This year, the road committee has moved forward with the approval of the B.O.D. to implement major repair work to the roadway. This is still ongoing.

Because of the age and condition of the roadway, simply continuing to only patch the roadway was not a cost effective or permanent enough solution. That said, until the entire roadway is resurfaced, some additional repairs and patching will always be necessary.

Castle & Cooke have completed the repairing and top coating of 3 Canyons Road from Highway 92 to the West Gate. The road committee is now in the process of looking at ways to mitigate the flooding and drainage issues on 3 Canyons Road just east of Highway 92.

West Gate Committee: Tom Pickering, Committee Chairman.
Recent damage to West Gate was from a motor vehicle collision which has been repaired. The motorist insurance company will be paying for the repairs.

Map Committee: Eileen McMannon, Committee Chairman.
Map updates and revisions are ongoing.

Master Design Committee: Jack Lang, Committee Chairman.
The Master Design Committee (MDC) received and approved ten (10) applications this quarter (May – July).

The MDC collected $415.00 in fees this quarter. MDC expenses for this quarter were $63.25.

The MDC inspected one new construction completion and the construction deposit was refunded.

There are two new constructions ongoing currently. The refundable construction deposits are in the Association's accounts.

The MDC issued four (4) NOV letters this quarter. Two have been corrected and the properties are in compliance. One (Tamariz) is before the Board for action. One (Marsh) has requested a hearing before the Board and is on the agenda.

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

Documents Committee: John Langholff, Committee Chairman.
No updates or information reported.

East Gate Committee: Greg Chouinard reporting for Connie Slay, Committee Chairman.
The East Gate Committee is about 75% complete with the research. They have three proposals/plans from Signal Gate. Will be reporting at the October 2012 board meeting.

Old Business:
Preparation and Submission of annual Arizona Corporation Commission (ACC) report. To follow election of Board Officers.

New Business:

9) Election of Board Officers:

President: A motion was made and seconded to nominate and elect Richard Sontheimer as President. The motion carried by a unanimous vote.

Vice President: A motion was made and seconded to nominate and elect Keith Gallew as Vice President. The motion carried by a vote of six yes and one abstaining.

Secretary: A motion was made and seconded to nominate and elect Gary Brock as Secretary. The motion carried by a vote of six yes and one abstaining.

Treasurer: A motion was made and seconded to nominate and elect Jack Lang as Treasurer. The motion carried by a vote of six yes and one abstaining.

Assistant Treasurer and MMC: There are no volunteers for the two position openings. A motion was made and seconded to table both positions to the next board meeting. The motion carried by a unanimous vote.

10) Preparation and Submission of annual Arizona Corporation Commission (ACC) report:
A motion was made and seconded for Greg Chouinard to file the ACC report for this year. The motion failed by a unanimous vote. Greg will assist the incoming President with the report if needed.

11) Formation of Committee's:

<u>Master Design Committee:</u> A motion was made and seconded for the Master Design Committee to consist of members Eileen McMannon (Sec 19), Virginia Stiles (Sec 20E), Gerry Rovner (Sec 20W), Cathy Chouinard (Sec 22), Grant MacLean (Sec 23), John Hightower (Sec 24), Jim Picard (Sec 26) and Jack Lang (Sec 27). The motion carried by a unanimous vote.

<u>Road Committee:</u> A motion was made and seconded for the Road Committee to consist of members Rich Frederici, Tom Pickering and Bob Gilbert. The motion carried by a unanimous vote.

<u>West Gate Committee / West Gate Administrator:</u> A motion was made and seconded for the West Gate Committee to consist of members Tom Pickering, Rich Frederici, Jim Dobis and the West Gate Administrator to be John Stone. The motion carried by a unanimous vote.

<u>East Gate Committee:</u> A motion was made and seconded for the East Gate Committee to consist of members Connie Slay, Ray Falkenberg and Guy Miller. The motion carried by a unanimous vote.

<u>Governing Documents Committee:</u> A motion was made and seconded for the Governing Documents Committee to consist of member John Langholff. The motion carried by a unanimous vote.

Map Committee: A motion was made and seconded for the Map Committee to consist of member Eileen McMannon. The motion carried by a unanimous vote.

Web Master: A motion was made and seconded for member Tom Gleason to be the 3 Canyons Ranch MHOA Web Master. The motion carried by a unanimous vote.

12) Designated dates for future meetings:
A motion was made and seconded for the future Board meeting dates to be October 10th 2012, January 9th 2013, April 10th 2013, June 12th 2013 at 5:30pm, and the annual membership meeting to July 20th 2013, at 9:30am (tentative time).
The motion carried by a unanimous vote.

13) Association Rule on mailboxes:
The Hereford Postmaster and an assistant gave a presentation on the details, rules and regulations of delivering mail to the residents of 3 Canyons Ranch MHOA.

Jack Lang, MDC Chairman, presented the MDC document "Mailbox Changes" which included a New Rule & Guidelines (document attached).

A motion was made and seconded to approve: "New Rule: Cluster mail boxes are approved at both the East and West end of 3 Canyons Road. Cluster mail boxes may be installed by residents on any road except 3 Canyons Road with the approval of the Hereford Post Office and the Master Design Committee. Master Design Committee approval is detailed in the master Design Committee Guidelines Section 10."
The motion carried by a unanimous vote.

A motion was made and seconded to approve: "MDC Guidelines changes:

10. CLUSTER MAIL BOXES

The property owner must submit the MDC Guidelines Checklist showing Location, Size, and Color of the Cluster Mail Box. The submission must include written approval of the location from the Hereford Post Office and all Property Owners within 100 feet of the proposed location.

Change current Section #10 – 18 to #11 – 19."
The motion carried by a vote of five yes and two no.

14) Storage Space: A motion was made and seconded to table this topic to the next board meeting to allow Jack Lang time to research several storage unit options. The motion carried by a unanimous vote.

15) Officer Assistant: A motion was made and seconded to table this topic to the next board meeting. The motion carried by a unanimous vote.

16) Road Usage / Gate Access Rules: A motion was made and seconded to table this topic to the next board meeting. The motion carried by a unanimous vote.

17) The Oaks Roadway: Rich Frederici, Road Committee Chairman.
A motion was made and seconded to approve: "Addendum to Roadway Guidelines as Published by the 3 Canyons Road Committee revised 7/21/12. With the completion of the repairing and top coating of 3 Canyons Road by Castle & Cooke from Highway 92 to Fairfield Road (paragraph 7 of the Gate Relocation, Lease and Reciprocal Easement Agreement), the road committee now assumes maintenance responsibility for this section of road. No other parts of the "Roadway Guidelines" apply." The motion carried by a unanimous vote.

A motion was made and seconded to approve that 3 Canyons Ranch MHOA accepts and assumes the maintenance responsibilities for the Oaks Roadway (Highway 92 to the West Gate). The motion carried by a unanimous vote.

A motion was made and seconded to approve a line item budget for the amount of $10,000 for the maintenance of the Oaks Roadway (Highway 92 to the West Gate). The motion carried by a unanimous vote.

18) Appeals: A motion was made and seconded to grant a variance to Bonnie Marsh for her 7 foot tall fence. The motion failed by a vote of one yes and six no.

19) Call to membership: One member requested the floor. Requested the Board revisit the 3 Canyons Road maintenance/resurfacing issue (not consider it a Capital improvement).

20) Adjournment: A motion was made and seconded to adjourn the meeting. The motion carried by a unanimous vote. Meeting adjourned at 1:55pm.

Gary Brock, Secretary.

(documents continued below)

Mailbox Changes

Rule Modification:

Current Rule: Cluster mail boxes are approved at both the East and West end of 3 Canyons Road.

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MDC Guidelines changes:

10. CLUSTER MAIL BOXES

The property owner must submit the MDC Guidelines Checklist showing Location, Size, and Color of the Cluster Mail Box. The submission must include written approval of the location from the Hereford Post Office and all Property Owners within 100 feet of the proposed location.

Change current Section # 10 – 18 to 11 - 19

3 Canyons Ranch 2011 - 2012 Budget
June 30, 2012

	June 30, 2012	Year-to-Date	2011-12 Budget	Budget Remaining
Assessments	**$1,974**	**$107,573**	**$105,000**	**$2,573**
Expenses				
Admin	**$394**	**$3,102**	**$11,800**	**$8,698**
Board	$84	$1,426	$6,000	$4,574
MDC	($140)	($303)	$200	$503
West Gate	$450	$1,956	$3,600	$1,644
East Gate	$0	$0	$1,000	$1,000
Road	$0	$23	$0	($23)
Documents	$0	$0	$1,000	$1,000
Accounting	**$150**	**$1,550**	**$2,500**	**$950**
Attorney	**($2,402)**	**$18,087**	**$20,000**	**$1,913**
Services	$1,165	$3,490	$8,000	$4,510
Litigation	($3,567)	$14,597	$12,000	($2,597)
Insurance	**$4,397**	**$4,397**	**$4,400**	**$3**
Board	$1,500	$1,500	$1,600	$100
Road	$2,545	$2,545	$2,300	($245)
Gate	$352	$352	$500	$148
Lockbox	**$181**	**$2,493**	**$2,400**	**($93)**
Taxes	**$0**	**$627**	**$4,000**	**$3,373**
West Gate	**$746**	**$10,781**	**$16,700**	**$5,919**
Warranty	$340	$4,080	$4,200	$120
Utilities	$75	$868	$1,000	$132
Projects	$0	$2,779	$7,000	$4,221
Maintenance	$331	$3,054	$4,500	$1,446
Road	**$2,949**	**$15,763**	**$20,000**	**$4,237**
Repair	$2,949	$10,627	$10,000	($627)
Mowing	$0	$1,280	$4,000	$2,720
Drainage	$0	$2,010	$3,000	$990
Deer Ridge	$0	$1,846	$3,000	$1,154
Contingency	**$0**	**$0**	**$8,000**	**$8,000**