

THREE CANYONS RANCH MASTER HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

JANUARY 8, 2020

1. CALL TO ORDER

Meeting called to order at 5:30pm at the Palominas Fire Department Training Center, 9222 S. Kings Ranch Road, Hereford, AZ.

2. ROLL CALL | INTRODUCTIONS

Present	Section	Absent	Section
Cathy Chouinard	22	Khris Ondrejcek (excused)	29*
Jim Dobis	27		
Richard Frederici	24		
Pam Hunter – P	26*		
John Langholff	20W		
John McLeod	19		
Mike Needham	23		
Richard Sontheimer	21		
Donna Willard – VP and T	28*		
Marilyn Wardlow	20E		
Adrienne Wilker – S			

3. REVISION AND/OR ACCEPTANCE OF JANUARY 8, 2020 AGENDA

- Jim Dobis requested addition: Hunters in Three Canyons Ranch
- Unanimous acceptance of January 8, 2020 agenda

4. REVISION AND/OR ACCEPTANCE OF OCTOBER 9, 2019 MEETING MINUTES

Unanimous acceptance of October 9, 2019 meeting minutes

5. CALL TO MEMBERSHIP

NONE

6. NEW BUSINESS, PART 1: INVESTMENT PRESENTATION

- Gina Lane from Edward Jones recommends (in relation to the ongoing discussion about investing HOA money:
 - Establish an investment policy statement defining investment goals for the HOA
 - Establish a finance committee and set an year, three year, and five year budget
- Discussion tabled

7. NEW BUSINESS, PART 2: LEACH APPEAL

- New construction of a home cannot accommodate 100 ft. minimum setback requirement due to terrain. Requests waiver to 50 ft.
- Several board members looked at the property, agree that the terrain is nearly unbuildable
- Builder of the home is present and answers questions about potential alternatives, none resolve the issue of setback
- Board clarifies that this waiver does not allow for any additional structures place between the new home construction and the setback line
- Vote: YES – 9, NO – 1

8. NEW BUSINESS, PART 3: DEANNEXATION REQUEST

- Clarification of property location, confirmation that there is no access to Three Canyons Road from the property
- Review of history on this matter – several other properties within the Three Canyons Ranch HOA do not have access to Three Canyons Road and have requested deannexation
- The BOD does not have legal authority to grant deannexation, per previous legal council given. There is no further action the board can take on this matter.
- Resident may pursue legal action against Three Canyons Ranch HOA
- Request tabled, no vote

9. PRESIDENT'S REPORT

- Reminder: Do not discuss HOA legal matters with La Pradera owner, as advised by HOA's legal counsel
- Mellak Road lot (#104-01-092B) still for sale
- Pam suggests possibility of hiring an independent auditor to run annual election voting process as it adds level of professionalism and confidentiality
 - Some discussion, questions, points of clarification
 - Marilyn has an associate who may be a good resource; will reach out and follow up with Pam

- Three Canyons Ranch attorney is initiating the process of updating the HOA's legal judgements (liens) with the county and bring them up to date (HOA is obligated to update the judgments prior their required renewal at the 10-year mark)

10. TREASURER'S REPORT

- Detailed report at the end of these meeting minutes
 - Income YTD: \$171,389.00
 - Expenses YTD: \$61,345.00
 - Balance for Savings Account as of December 31, 2019: \$67,468.00
 - Balance for Road Account as of December 31, 2019: \$75,640.00
 - Balance for Const. Deposit Account as of December 31, 2019: \$5,001.21

11. COMMITTEE REPORTS

- Master Design
 - No physical meeting in December, two projects addressed via email
 - Footers were inspected for one house
 - One application for new home construction disapproved due to setbacks smaller than 100 ft on one side.
 - Owner submitted an appeal. (NEW BUSINESS: PART 2 – LEACH APPEAL of this meeting.)
 - Andrew Rodriguez II (from section 27) volunteered to join the MDC. VOTE: Unanimous yes
- Road
 - Continue to place AB at worn road edge locations
 - Repaired easement area near culverts under Desert Sumac Drive
 - Continue to remove brush and cut weeds where large mower does not have access
 - Repaired fence near Calle Mia
- Traffic Control
 - Generating and maintaining spreadsheets with time, date, and photo file for each trespassing incident
 - Security system vendor has updated the software, simplifying photo capture
 - Vendor also provided helpful training on the software
- Gate
 - West gate locked in open position on November 28, 2019
 - Cause: Circuit board failure; repaired under warranty
 - Three Canyons Ranch residents are strongly encouraged to use remote control clickers, cards, and now phone numbers (long-distance included) for gate entry
 - Working with Traffic Control Committee to identify compromised codes and lost remotes
- Governing Documents – NONE

- Maps – NONE

12. NEW BUSINESS, PART 4: HUNTING IN THREE CANYONS RANCH

Report presented on incident of potential hunting in Three Canyons Ranch. Pam will contact alleged hunter directly.

13. NEW BUSINESS, PART 5: ROAD SPEED

- Resident complains about high speed drivers on Three Canyons Ranch roads; suggests:
 - Posted speed limits be increased to 45 MPH, and MPH signage count be reduced
 - New 'NO PASSING' signs be added
 - New 'NO TOLERANCE' signs be added near speed limit signs at each end of Three Canyons Road
- Pam has potential source for digital 'your speed' signs, will ask to borrow
- Webmaster will add to the Three Canyons Ranch HOA website homepage: Respect posted speed limit signs

14. NEW BUSINESS, PART 6: FINANCE COMMITTEE

- Pam will put finance committee on the agenda for the April HOA BOD meeting and will ask for committee volunteers at that time, if the board approves it

15. CALL TO MEMBERSHIP

NONE

16. AJOURNMENT

Meeting adjourned at 8:09 pm

GLOSSARY OF TERMS / SYMBOLS

Term/Symbol	Meaning
*	At large
AB	Gravel used on edge of road to prevent road edge wear
CC&R	Covenants, conditions, and restrictions
HOA	Home Owners Association
P	President
S	Secretary
T	Treasurer
VP	Vice President

ADDITIONAL BUDGET DETAILS AS OF JANUARY 31, 2019

3 CANYONS RANCH HOMEOWNERS ASSOCIATION 2019-2020 BUDGET				
BEGINNING BALANCE	\$ 106,188.00		ENDING BALANCE	\$ 108,116.00
	Dec. 31, 2019	YTD	BUDGET	REMAINING
INCOME TOTAL	\$6,182	\$171,389	\$212,001	\$40,612
2019-2020 Assessments	\$2,290	\$143,363	\$164,865	\$21,502
2018-2019 Assessments	\$0	\$2,185	\$7,126	\$4,941
2017-2018 Assessments	\$0	\$900	\$5,292	\$4,392
2016-2017 Assessments	\$0	\$120	\$1,518	\$1,398
Late Fees	\$210	\$1,629	\$1,500	(\$129)
Interest	\$192	\$1,747	\$1,400	(\$347)
Gate	\$0	\$90	\$1,000	\$910
Master Design	\$0	\$400	\$600	\$200
Transfer Fees	\$2,390	\$13,980	\$10,000	(\$3,980)
Recovered Legal Expenses	\$0	\$1,683	\$15,000	\$13,317
Recovered Admin. Expenses	\$100	\$200	\$700	\$500
Construction Deposits	\$1,000	\$5,000	\$3,000	(\$2,000)
Miscellaneous Deposits	\$0	\$92	\$0	(\$92)
EXPENSES TOTAL	\$4,254	\$61,345	\$184,604	\$123,259
ADMIN	\$1,348	\$8,662	\$4,190	(\$4,472)
Board	\$0	\$3,833	\$500	(\$3,333)
Master Design	\$0	\$0	\$120	\$120
Gate	\$0	\$133	\$200	\$67
Road	\$0	\$0	\$100	\$100
Documents	\$0	\$0	\$100	\$100
Maps	\$0	\$0	\$100	\$100
Website Maintenance	\$348	\$696	\$70	(\$626)
Construction Deposit Refund	\$1,000	\$4,000	\$3,000	(\$1,000)
ACCOUNTING	\$300	\$1,680	\$2,500	\$820
ATTORNEY	\$0	\$15,211	\$65,000	\$49,789
Litigation	\$0	\$1,213	\$20,000	\$18,787
Professional	\$0	\$7,263	\$15,000	\$7,737
Administrative	\$0	\$6,735	\$30,000	\$23,265
INSURANCE	\$0	\$0	\$5,644	\$5,644
Board & Officers	\$0	\$0	\$1,859	\$1,859
Property	\$0	\$0	\$3,785	\$3,785
TAXES	\$0	\$861	\$780	(\$81)
GATE	\$851	\$6,710	\$18,490	\$11,780
Warranty	\$840	\$4,480	\$8,000	\$3,520
Utilities	\$211	\$1,430	\$2,190	\$760
Lighting	\$0	\$0	\$300	\$300
Remotes & Cards	\$0	\$800	\$1,500	\$700
Maintenance	\$0	\$0	\$1,500	\$1,500
Repair	\$0	\$0	\$5,000	\$5,000
ROAD	\$1,755	\$27,731	\$45,000	\$17,269
Maintenance	\$0	\$11,319	\$3,000	(\$8,319)
ROW/Mowing	\$0	\$8,490	\$10,000	\$1,510
Road Edge & Weed Control	\$1,755	\$7,222	\$6,000	(\$1,222)
ROW/Drainage	\$0	\$345	\$23,000	\$22,655
Fence	\$0	\$0	\$3,000	\$3,000
TRAFFIC CONTROL	\$0	\$490	\$3,000	\$2,510
Maintenance/Monthly Cloud Fees	\$0	\$0	\$3,000	\$3,000
Miscellaneous	\$0	\$490	\$0	(\$490)
Contingency Savings		\$28,236	\$20,000	\$67,468
Road Savings		\$21,531	\$20,000	\$75,640
Construction Deposit		\$2,000	\$1,000	\$5,001
Approved by BD 4/10/19				