

**Three Canyons Ranch Master Homeowners Association
Board Meeting Minutes / Wednesday April 10th, 2013**

1) Meeting called to order at 5:35pm.

Board Members Present: Richard Sontheimer (President), Keith Gallew (Vice-President), Jack Lang (Treasurer), Gary Brock (Secretary), Richard Frederici, Cathy Chouinard, Connie Slay, John Langholff, Mike Needham.

2) Review of Meeting Ground Rules.

3) Revision and/or Acceptance of Meeting Agenda. A motion was made and seconded to accept the meeting agenda as revised. The motion carried by a unanimous vote.

4) Revision and/or Acceptance of the January 9th, 2013 Board Meeting Minutes. A motion was made and seconded to accept the 1/9/13 meeting minutes as posted. The motion carried by a unanimous vote.

5) Call to Membership: New 20E members introduced themselves. There was some discussion regarding the east gate project and the possibility/feasibility of de-annexation of Section 20E.

6) Treasurers Report. Report given by Jack Lang, Treasurer.

Financial Statements as of March 31 st , 2013:	
Commercial Checking	\$23,746.27
Outstanding Checks	\$0
Construction Deposits	\$0
Commercial Savings	\$200,706.79
<u>Capital Savings</u>	<u>\$71,867.31</u>
Total	\$296,320.37

Status of delinquent assessments report reviewed and discussed. There are four (4) members with delinquent assessments (Friedman sec 20E / par# 052P, Lee sec 26 / par# 105E, Martin sec 26 / par# 104D, Rumbaugh sec 24 / par# 101B).

7) A motion was made and seconded to schedule an executive session meeting with the 3 Canyons Ranch MHOA attorney, to discuss three topics; East Gate, At Large Board Vacancy and 3 Canyons Road Resurfacing. After discussion, the motion passed by a vote of eight yes and one no.

8) Committee Reports:

Master Design Committee Report: Report given by Jack Lang, Committee Chairperson.
See attached report.

Road Committee Report: Given by Richard Frederici, Committee Chairperson.

Since the January 2013 Board of Directors meeting, the road committee has authorized additional patching and repairs to 3 Canyons roadway. Additional material was also placed over the culverts at Rio Santiago South. This was done in order to protect the culverts from damage or failure.

West Gate Committee Report: Given by Tom Pickering, Chairman and John Stone, Gate Administrator. Signal Gate company was able to figure out why the newer gate remotes were not working. They have fixed the issue, at no charge to the MHOA.

East Gate Committee Report: Given by Connie Slay, Committee member.

The East Gate Committee formed a construction sub-committee that consists of Tom Pickering, Rich Frederici and Jim Dobis. The sub-committee is getting construction bids and has contacted APS (electric company) and Century Link (telephone phone Company).

Governing Documents Committee Report: Given by John Langholff, Committee Chairperson. The project for putting the CC&R's in word format on the association web site is being work on.

Map Committee Report: Given by Jack Lang.

The Master Design Committee members from each section are updating any map changes.

9) Update on Legal Action:

Mr. Martin has recorded a Default Judgment.

New Business:

10) Consider James Dobis for Vacant Board Member Seat Section 28.

Tabled, to be discussed at the upcoming executive session board meeting with MHOA attorney.

11) Add two (2) CC&R change proposals to the Annual Meeting Ballot; 1) Delete all references to "Investor" within the CC&R's. 2) Delete all references to "Airpark" within the CC&R's.

A motion was made and seconded to add the two above CC&R change proposals to the Annual Meeting Ballot. After discussion the motion passed by a unanimous vote.

12) East Gate.

Tabled, to be discussed at the upcoming executive session board meeting with MHOA attorney.

13) Resurfacing 3 Canyons Road.

Tabled, to be discussed at the upcoming executive session board meeting with MHOA attorney.

14) 3 Canyons Road, Road Deed.

A motion was made and seconded to proceed with legal action against member Granillo (Sec 27, Par# 050E) to obtain the last remaining "3 Canyons Road" road deed, through the 3 Canyons Ranch MHOA attorney. After discussion the motion passed by a unanimous vote.

15) Establishment of Annual Budget / Assessment Rate for Upcoming Fiscal Year (7/1/2013 - 6/30/2014).

See attached revised budget / assessment rate report for fiscal year 7/1/2013 - 6/30/2014. A motion was made and seconded to approve the annual budget / assessment rate (\$14 per membership) for fiscal year 7/1/2013 – 6/30/2014, as revised. After discussion the motion passed by a unanimous vote.

16) Voting Guidelines for Upcoming Annual Meeting and Election.

See attached "Voting Guidelines" info sheet. A motion was made and seconded to approve the "Voting Guidelines" for the upcoming annual meeting/election. After discussion, the motion passed by a unanimous vote.

17) Create Web Site Link for 3 Canyon Ranch Villages on 3 Canyons Ranch MHOA Web Site.

A motion was made and seconded to approve 3 Canyons Ranch MHOA villages to have a link on the 3 Canyons Ranch MHOA web site for village web sites. During discussion the cost to the MHOA was stated to be no additional cost to very minimal. The motion passed by a unanimous vote.

18) Pay to have the 3 Canyons Ranch MHOA Web Site Redesigned.

A motion was made and seconded to have the 3 Canyons Ranch MHOA web site redesigned and updated for a cost not to exceed \$1,000 (one thousand dollars). After discussion the motion passed by a unanimous vote. Richard Sontheimer is the lead for this project.

19) MHOA Annexation Requests.

A motion was made and seconded to annex parcels 104-11-017Q, 104-11-017P and 104-11-018K into 3 Canyons Ranch MHOA. After discussion the motion failed by a vote of six (6) no, one (1) yes and one (1) abstained. Board member Keith Gallew was absent from the board meeting for this vote.

20) Call to Membership: No members requested the floor.

21) Adjournment: A motion was made and seconded to adjourn the meeting. The motion carried by a unanimous vote. The meeting was adjourned at 8:00pm.

3 Canyons Ranch MHOA Budget
Fiscal Year 07/01/2013 - 06/30/2014

Projected Income

Assessments	10,600 memberships X \$14.00	\$148,400
Fees	MDC, Transfers, Gate Openers, etc	\$16,300
Total Projected Income		\$164,700

Projected Expenses

Administration		\$8,400
	Board	\$3,500
	Master Design Committee	\$200
	West Gate Committee	\$3,600
	East Gate Committee	\$500
	Road Committee	\$200
	Documents Committee	\$200
	Map Committee	\$200
Accounting/CPA Review		\$2,500
Attorney		\$10,000
	Attorney Services	\$6,000
	Litigation	\$4,000
Insurance		\$4,900
	Board Officer Liability	\$1,600
	Road /Umbrella Liability	\$2,800
	Gate	\$500
Lockbox Chase Bank		\$2,600
Taxes		\$200
West Gate Committee		\$14,500
	Warranty/Maintenance	\$4,500
	Utilities (SSVEC & Quest)	\$1,000
	Projects (Curbing, Culvert, Lighting)	\$2,000
	Gate Maintenance	\$7,000
Road Committee		\$50,000
	Road Repair/Patching	\$38,000
	Mowing	\$4,000
	Drainage Ditch Repair	\$8,000
Contingency Fund	10 % of Projected Expenses	\$9,300
Resurface 3 Canyons Road		\$60,000
Total Projected Expenses		\$162,400

Master Design Committee Report
8 April 2013

The Master Design Committee (MDC) received ten (10) applications this quarter (February – March) and approved nine (9) of the application. The other application is pending approval (waiting for the Building Permit to be issued by the County)

The MDC collected \$515.00 in fees this quarter. MDC expenses for this quarter were \$27.99.

There is one new construction (pending) ongoing currently. The refundable construction deposit is in the Association's account. One new construction inspection was completed and the construction deposit refunded.

The MDC members are surveying their respective Sections and are providing the Map Committee with updates for the 3 Canyons HOA maps posted on the website.

The MDC issued four NOV letters this quarter. Three of the violations have been corrected and the other violation is being corrected (awaiting a part).

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

VOTING GUIDELINES

(as approved by the board 4-10- 2013)

1. A quorum equals 10% of the total memberships in the association.
2. Elections are held in conjunction with the Annual Meeting of the Membership and at other times as needed. The Annual Meeting is normally held in July with the exact date, time and location announced on the 3 Canyons Ranch HOA Website at <http://www.az3canyons.com> . An announcement concerning the Annual Meeting will be mailed to all members.
3. Voting may be accomplished either in person or by absentee ballot.
4. There may be a total of 10 Board Members. Board members will represent the following sections: 19, 20 East, 20 West, 21, 22, 23, 24, 26, 27, 28, and 29.
5. Board members for odd numbered sections will be elected in an odd year for a two year term. ***This year's election (2013) election will include Board Members for sections 19, 21, 23, and 27. (set in bold italics for emphasis.)***
6. Board members for even numbered sections will be elected in an even year for a two year term. Next year's election (2014) will include Board Members for sections 20 East, 20 West and 29 (combined), 22, 24, 26 and 28.
7. Members who desire to have their name placed on the ballot for election as a Board member will submit a written request via certified mail to the President of the Board of Directors (PO Box 970; Hereford, AZ 85615) no later than June 12, 2013. Members who desire to have their name placed on the ballot for election as a Board member may also request this in person at the Board of Directors meeting on June 12, 2013.
8. Within each section, the candidate with the largest number of votes will be declared the winner.
9. Voter eligibility, quorum determination, ballots (preparation, distribution and collection) will be under the control of the board of directors. Ballot counting will be handled by the voting committee. The Voting Committee will be appointed by the Board of Directors.
10. Ballots will be retained for thirty days following the election. After thirty days, the ballots will be destroyed.
11. You may vote if you own property in Three Canyons Ranch. ***(Memberships and Voting are covered in section 6 of the CC&R's)***. Each owner shall have the following number of memberships:
 - One membership for each full acre in each lot or parcel owned by the member, but no memberships for fractional areas, and

- One membership for each one hundred (100) square feet of residential dwelling (including guesthouse) but no memberships for less than one hundred (100) square feet.

E.g. A member with a 2100 square foot house on an 8 acre parcel would have 29 membership votes.

13. All members of record as of July 1, 2013 will be eligible to vote in the election to be held in July 2013.

14. Non-payment of assessments for 60 days past the due date will result in loss of voting rights.

Financial Statement
3 Canyons Ranch HOA
March 31, 2013

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