

Three Canyons Ranch Master Homeowners' Association (MHOA)
Board Meeting Minutes
April 13, 2016

1. Call to Order. Meeting called to order at 5:30pm

Board Members present:

Marilyn Wardlaw - Sec 20E
John Langholff - Sec 20W (Vice President)
Richard Sontheimer - Sec. 21 (President)
Cathy Chouinard - Sec. 22
Mike Needham - Sec. 23 (Secretary)
Rich Frederici - Sec. 24
Bob Gilbert - Sec 26
Jim Dobis - Sec. 27

Board Members absent:

John MacLeod - Sec. 19, Evans Guidroz - Sec 28

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

Agenda was accepted with 2 additions. Items 8 (Legal Action Update) and 12 (Debit Card) added.

4. Revision and/or Acceptance of 13 January 2016 Meeting Minutes

Minutes were accepted without revision.

5. Call to Membership

None

6. Treasurer's Report - Donna Willard

3 Canyons Ranch MHOA January - March 2016 Budget report is included at the end of the minutes.

7. Committee Reports

Master Design Committee (MDC) - Marilyn Wardlaw

1. A very productive three months with several projects having been considered, discussed, and approved.

2. The MDC committee was brought the idea of dropping the \$35 fee for general projects. The committee feels that while it is up to the board to determine if a fee should be charged or not, that

the fee remain in place. The reason has to do in that while the MDC is a small part of the budget, loss of the fee will mean that the monies will have to be found elsewhere. Secondly the fee brings in more money than the MDC general costs and in total then helps keep the annual dues more limited.

A proposed new MDC rule to clarify structures was presented to the board for consideration. The new MDC rule - "Various structures that do not have flooring such as green houses, hoop houses, chicken coops or similar buildings not exceeding 200 square feet and not over 12 feet in height shall not be considered structures for the purpose of CC&R Section 4.3.8. However all such buildings will require preapproval by the MDC before placement and are still subject to size limitations, placement, color as the MDC may require." Motion was made and seconded. Approved - 8 yes, 0 no.

A second proposal to clarify the MDC rule approved in the 13 January 2016 Board meeting (MDC report sub item #2) did not get a second by the Board.

Road - Jim Dobis

Road Committee Report for 13 April 2016

1. Installed concrete replacement and culvert repair at Calle Cielo Grande and 3 Canyons Road due to MV accident on 11/26/2015
2. Installed concrete headwall at erosion control device at Calle Mia and 3 Canyons Road.
3. Installed concrete curb at Rio Santiago South and 3 Canyons Road to eliminate theft and damage of reflectors at intersection.
4. Installed sign post and no trespassing sign and repaired fence on Calle Cielo Grande Road due to fence cutting. Reported to Sheriff's Office.
5. Installed sign post and no trespassing sign and repaired fence on 3 Canyons Road east of Calle Cielo Grande Road due to fence cutting. Reported to Sheriff's Office.
6. Installed sign post and no trespassing sign and repaired fence on 3 Canyons Road 75 feet east of last mentioned location east of Calle Cielo Grande Road due to fence cutting. Reported to Sheriff's Office.
7. Continue to cut burnt trees and brush within the Right of Way (ROW) on both sides of 3 Canyons Road.
8. Continue to mow ROW and mulch brush on both sides of 3 Canyons Road.
9. Continue to standardize signage and setback of signs, installed new reference mile markers.
10. Continue to maintain road edge weed control.

Gate - Rich Frederici

Signal Gate did some repair work on the East Gate safety loop.

Governing Documents - John Langholff

No report

Maps - John Langholff

John Langholff is the new the Map committee chief

8. Legal Action Update

The legal issue reported in the 14 October 2015 minutes (agenda item #9) is still not resolved. The issue is still being worked in the County courts.

Old Business

Nothing to report

New Business

9. Insurance

The Treasurer presented a comparison of the current insurance coverage and costs to another plan. The Board requested the Treasurer obtain additional information to increase some coverage.

10. Proposal to increase new construction fees

The Board discussed the idea to increase the fees that are required for new home construction. In the past, new construction fees included a \$2,000 deposit of which \$1,000 was refundable upon completion of the project. Currently only a \$1,000 refundable fee is required. A motion was made and seconded to require a \$2,000 new-home construction fee of which \$1,000 is refundable and \$1,000 is non-refundable. The motion was not approved - 2 yes, 6 no.

11. 2016-2017 Budget

The proposed 2016-2017 budget was submitted to the Board. A motion was made and seconded to approve the submitted 2016-2017 budget. The motion was approved - 7 yes, 1 no. The 2016-2017 budget is attached at the end of the minutes.

The Annual Assessment for 2016-2017 is \$15.00 per membership. This is the same rate as in the 2015-2016 budget.

12. Debit Card

A request was made for the Board to obtain debit cards that can be used for small-cost expenses incurred by the various committees or Board officers for approved 3 Canyons expenses. Currently these individuals pay for the approved work out of their personal funds and then request reimbursement from the Treasurer. The Board directed the Treasurer to research this and coordinate with the committee leads.

13. Clarification to the policy concerning reduction in property sizes due to deeding to the MHOA as it pertains to the CC&Rs.

In October 2006 the Board approved a policy that property that was deeded or conveyed to 3 Canyons MHOA (primarily the quit claims for the 3 Canyons Road) that the original property size would be used for CC&R purposes. The original policy did not adequately address equestrian issues. A motion was made by Richard Sontheimer and seconded, "If you deeded any portion of your property to the MHOA, then the total original acreage will be considered for the purposes of the CC&Rs." Motion approved 7 yes, 1 no.

14. Call to Membership

None

15. Adjournment

Motion was made and seconded to adjourn the meeting. Motion approved 8-0. Meeting adjourned at 8:17pm.

(Agenda Item 6. Treasurer's Report)

3 Canyons Ranch MHOA Jan-Mar 2016 Budget Report

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	Jan-March 2016	Year-to-Date	2015-2016 Budget	Budget Remaining	
Income Total	\$21,279	\$195,103	\$173,198	-\$21,905	
2015-2016 Assessments	\$1,665	\$155,047	\$161,198	\$6,151	
2014-2015 Assessments	\$604	\$4,312	\$0	-\$4,312	
2013-2014 Assessments	\$112	\$112	\$0	-\$112	
Late Fees	\$345	\$3,348	\$12,000	\$8,652	
Interest	\$476	\$1,331	\$0	-\$1,331	
Gate	\$190	\$689	\$0	-\$689	
Ins. Reimb. For Road Damage	\$7,360	\$7,360	\$0	-\$7,360	
MDC	\$0	\$410	\$0	-\$410	
Refundable Const. Deposit	\$0	\$1,000	\$0	-\$1,000	
Transfer Fees	\$5,900	\$14,100	\$0	-\$14,100	\$10,527.00 This amt off sets attny fees.
Recovered Legal Expenses	\$3,957	\$4,276	\$0	-\$4,276	
Recovered Admin. Expenses	\$670	\$3,118	\$0	-\$3,118	
Expenses Total	\$42,017	\$126,962	\$164,765	\$37,803	
Admin	\$1,895	\$3,213	\$8,400	\$5,187	
Board	\$66	\$567	\$4,500	\$3,933	
MDC	\$0	\$0	\$200	\$200	
Gate	\$801	\$1,613	\$3,200	\$1,587	
Road	\$6	\$6	\$100	\$94	
Documents	\$0	\$0	\$100	\$100	
Map	\$0	\$0	\$100	\$100	
Website Maint	\$7	\$7	\$200	\$193	
Asses O/P & Const. Dep. Ref.	\$1,015	\$1,020	\$0	(\$1,020)	
Accounting	\$424	\$2,319	\$2,500	\$181	
Attorney	\$10,973	\$39,291	\$43,000	\$3,709	
Litigation	\$0	\$275	\$4,000	\$3,725	
Professional Services	\$9,219	\$21,913	\$5,000	(\$16,913)	
Administration	\$1,754	\$17,103	\$23,000	\$5,897	
Records Maintenance	\$0	\$0	\$11,000	\$11,000	
Insurance	\$0	\$0	\$4,400	\$4,400	
Board	\$0	\$0	\$1,600	\$1,600	
Road/Umbrella	\$0	\$0	\$2,800	\$2,800	
Taxes	\$0	\$16	\$200	\$184	
Gate	\$5,402	\$13,251	\$25,800	\$12,549	
Warranty	\$1,920	\$5,760	\$8,000	\$2,240	
Utilities	\$389	\$1,352	\$1,800	\$448	
Projects	\$0	\$1,589	\$3,000	\$1,411	
Maintenance	\$3,093	\$4,550	\$8,000	\$3,450	
Security	\$0	\$0	\$5,000	\$5,000	
Road	\$16,298	\$20,290	\$25,000	\$4,710	
Repair	\$12,008	\$14,450	\$3,000	(\$11,450)	
Mowing	\$2,790	\$3,840	\$5,000	\$1,160	
Drainage	\$1,500	\$1,500	\$15,000	\$13,500	
Fence	\$0	\$500	\$2,000	\$1,500	
Contingency	\$0	\$0	\$5,465	\$5,465	
Resurface Road Project	\$0	\$105,127	\$105,127	\$0	
Road Loan Payment	\$7,025	\$48,582	\$50,000	\$1,418	

(Agenda item 11. 2016-2017 Budget)

3 Canyons Ranch 2016 - 2017 Budget

	Current Month	Year-to-Date	2016-2017 Budget	Budget Remaining	
Income Total	\$0	\$0	\$178,340	\$178,340	
2016-2017 Assessments	\$0	\$0	\$162,840	\$162,840	Based on 10,856 memberships X \$15.00
2015-2016 Assessments	\$0	\$0	\$0	\$0	
Late Fees	\$0	\$0	\$3,000	\$3,000	Based on 2015-2016 income
Interest	\$0	\$0	\$1,300	\$1,300	Based on 2015-2016 income
Gate	\$0	\$0	\$500	\$500	
MDC	\$0	\$0	\$200	\$200	
Transfer Fees	\$0	\$0	\$7,000	\$7,000	
Recovered Legal Expenses	\$0	\$0	\$2,000	\$2,000	Based on 1/2 2015-2016 income
Recovered Admin. Expenses	\$0	\$0	\$1,500	\$1,500	
Expenses Total	\$0	\$0	\$169,410	\$169,410	
Admin	\$0	\$0	\$5,700	\$5,700	
Board	\$0	\$0	\$2,000	\$2,000	Based on 2015-2016 Expenses
MDC	\$0	\$0	\$200	\$200	
Gate	\$0	\$0	\$3,100	\$3,100	\$250. X 12 + 100 for supp/post.
Road	\$0	\$0	\$100	\$100	
Documents	\$0	\$0	\$100	\$100	
Map	\$0	\$0	\$100	\$100	
Website Maint	\$0	\$0	\$100	\$100	
Accounting	\$0	\$0	\$2,000	\$2,000	\$120. X 12 + \$560. for 1099s
Attorney	\$0	\$0	\$43,000	\$43,000	
Litigation	\$0	\$0	\$4,000	\$4,000	\$272.00 spent last FY
Professional Services	\$0	\$0	\$8,000	\$8,000	\$22,000 spent last FY a/o April
Administration	\$0	\$0	\$20,000	\$20,000	\$18,000 spent last FY a/o April
Records Maintenance	\$0	\$0	\$11,000	\$11,000	\$378.00 spent last FY a/o April
Insurance	\$0	\$0	\$2,605	\$2,605	
Board	\$0	\$0	\$1,151	\$1,151	
Road/Umbrella	\$0	\$0	\$1,454	\$1,454	
Taxes	\$0	\$0	\$100	\$100	
Gate	\$0	\$0	\$22,000	\$22,000	
Warranty	\$0	\$0	\$8,000	\$8,000	
Utilities	\$0	\$0	\$2,000	\$2,000	
Landscape & Lighting	\$0	\$0	\$2,500	\$2,500	
Maintenance	\$0	\$0	\$8,000	\$8,000	
Security	\$0	\$0	\$1,500	\$1,500	
Road	\$0	\$0	\$39,000	\$39,000	
Maintenance	\$0	\$0	\$3,000	\$3,000	
Mowing & Weed Control	\$0	\$0	\$12,000	\$12,000	
Drainage	\$0	\$0	\$20,000	\$20,000	
Fence	\$0	\$0	\$4,000	\$4,000	
Contingency- Savings	\$0	\$0	\$5,005	\$5,005	
Road Loan Payment	\$0	\$0	\$50,000	\$50,000	Due August 1, 2017