

THREE CANYONS RANCH MASTER HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
July 9, 2022

1. CALL TO ORDER

Meeting called to order a 9:45 a.m. at the Palominas Fire Department Training Center, 9222 S Kings Ranch Road, Hereford, AZ.

2. ROLL CALL/INTRODUCTIONS

Present	Section	Absent	Section
Lynn Mattingly	20W	John MacLeod	19
Rick Sontheimer – President	21	JoAnne Ehasz	26
Mike Needham	23	Will Platt	20E
Rich Frederici	24		
Stacy Smith	28		

3. REVISION AND/OR ACCEPTANCE OF AGENDA

Revise agenda to add Traffic Control to Item 8. Delete Finance in Committee Reports. Motion made by Lynn Mattingly to accept agenda as modified. Seconded by Rich Frederici . Motion was passed.

4. REVISION AND/OR ACCEPTANCE OF April 13, 2022, QUARTERLY MEETING MINUTES

Acceptance of April 13, 2022 meeting minutes.
Motion made by Lynn Mattingly to accept meeting minutes. Seconded by Rich Frederici.
Motion was passed.

5. CALL TO MEMBERSHIP

None

6. TREASURER'S REPORT

The Treasurer's report is attached to these minutes.

Treasurer suggestions were discussed. Board would like to review the contract terms on annuities. Treasurer will provide the contract information to the Board members. Board will table further discussion until next meeting after review of annuities contract.

7. PRESIDENT'S REPORT

Dealing with the new attorney has been a positive experience. Response time to emailed questions in under two weeks. Responses are thorough and clear. Finishing the clean up of older problems with the old attorney by the new attorney. Transfer of paperwork from old attorney to new attorney is almost complete other than a couple liens/judgements.

Property that was split in illegally into 2, 4 acre parcels has not been corrected as of yet. Owner now owns both 4 acre parcels, but county records does not show as 1, 8 acre parcel.

Rick Sontheimer announced his resignation from the BOD effective as of close of meeting.

8. COMMITTEE REPORTS

MASTER DESIGN COMMITTEE (MDC):

The Master Design Committee report is attached to these minutes. Lynn Mattingly submitted to MDC a list of properties with possible CCR violations. Question is if PMI should be hired to handle initial violations. Another topic is application fee has not been charged when application received to establish a village. Question is: Is the BOD going to enforce following the MDC guidelines.

ROAD COMMITTEE:

The Road Committee report is attached to these minutes. Mile Marker stolen last Halloween has not been planned to replace. Questions concerning Three Canyons Road maintenance that passes Castle and Cook development. Contract with Castle and Cook on road maintenance needs to be reviewed to establish Castle and Cook responsibilities. Surface of the road from the gate west is a large concern. Further discussion will be needed.

GATE COMMITTEE:

The Gate Committee report is attached to these minutes.

TRAFFIC CONTROL COMMITTEE:

The Traffic Control Committee report is attached to these minutes.

MAPS COMMITTEE:

The Maps Committee report is attached to these minutes.

FINANCE COMMITTEE:

The Finance Committee report is attached to these minutes.

9. OLD BUSINESS

None

10. NEW BUSINESS

Appointments of Members At Large – Sections open – Section 21, 22, 27, and 29. Bowie Clemons and Wayne Meckling volunteered. Louis Espinosa volunteered. Philip Isaacson volunteered. Lynn Mattingly made the motion to accept the volunteers as members at large for one year term. Stacy Smith seconded the motion. Motion was passed.

Election of officers - Lynn Mattingly nominated Mike Needham as president. Seconded by Stacy Smith. Motion passed.

Mike Needham nominated Lynn Mattingly as vice-president. Rich Frederici seconded the motion. Motion was passed. Lynn Mattingly nominated Joyce Bender as secretary. Rich Frederici seconded the motion. Motion was passed.

Rich Frederici nominated Donna Willard as treasurer. Stacy Smith seconded the motion. Motion was passed.

Committee Appointments - Lynn Mattingly made a motion to keep Will Platt as the MDC chair. The motion was seconded. Motion was passed. Rick Sontheimer made a motion for Virginia Stiles, Stephen Burr, and Wayne Meckling as MDC committee members. Lynn Mattingly seconded the motion. Motion was passed.

Lynn Mattingly made a motion to keep Rich Frederici as road committee chairman with Aaron Huggins and Bob Gilbert as road committee members. Stacy Smith seconded the motion. Motion was passed.

Stacy Smith made a motion to keep Chris Truka as gate committee chairman with Rick Sontheimer and Terry Martin as gate committee members. Lynn Mattingly seconded the motion. Motion was passed.

Lynn Mattingly made a motion to keep Donna Willard as the maps committee chairman, with no additional members required. Motion was seconded. Motion was passed.

Lynn Mattingly made a motion to keep Dimetri Wilker as web master. Louis Espinosa seconded the motion. Motion was passed.

Rich Frederici made a motion for Chris Truka as traffic control chairman with Joyce Bender as committee member. Philip seconded the motion. Motion was passed.

11. NEW ROAD GUIDELINE AND FUNDING FOR ROAD REPAIRS

Road Guidelines will remain the same with the addition of two new slides of driveway and roadway cuts. The amended and revision date will be noted on the document. The road committee will revise the guidelines. The road guidelines need to be on the agenda, discussed at a BOD meeting, discussion encouraged, and recorded in the minutes. Lynn Mattingly made a motion to accept the revision/addition of two new pages to the road guidelines. Stacy Smith seconded the motion. Motion was passed.

Rich discussed confusion on the word EASEMENT. No easements on Three Canyons Road. All is Three Canyons property.

In the area where the roadway meets the chip seal by Vista Del Oro, the two options are to fix the patches or tear up the roadway and remove the dirt which is causing the problem. Lynn

Mattingly made motion to move \$30,800 from the contingency savings account into the road operating account. Stacy Smith seconded the motion. Motion was passed.

12. FUTURE BOARD OF DIRECTOR MEETINGS

12 October 2022
11 January 2023
12 April 2023
8 July 2023 (Annual and Board of Directors)

13. CALL TO MEMBERSHIP

Question concerning not charging residents for entry remote or entry cards. Gate chairman listed reasons how this would not be a fair resolution for all members.

14. ADJOURNMENT

The meeting was adjourned at 11:34 a.m.

GLOSSARY OF TERMS / SYMBOLS

Term/Symbol Meaning

*	At large
AB	Gravel used on edge of road to prevent road edge wear
CC&Rs	Covenants, conditions, and restrictions
HOA	Homeowners Association
P	President
S	Secretary
T	Treasurer
VP	Vice President

3 CANYONS RANCH
TREASURER'S REPORT
JULY 9, 2022

Ending Balance of Accounts:

Operating: \$239,044.06

Road Reserve: \$191,299.39

Contingency Savings: \$85,440.12

Construction Deposit Checking: \$3200.00

Construction Deposit Savings: \$3,194.75

Prepayments for 2022-2023 Assessments: \$87,316.00

Ending Operating Account Balance: \$239,044.00

Less Prepayment for 2022-2023: -\$87,316.00

Overage Funds for 2021-2022: \$151,728.00

Treasurer Suggestion for Overage Funds:

\$71,728.00 to be transferred to the Road Reserve Account.

\$80,000.00 to be invested in a 2-year annuity with a 3.5% interest rate, earning \$5600.00.

OR

\$101,728.00 to be transferred to the Road Reserve Account.

\$ 50,000.00 to be invested in a Certificate of Deposit with Chase Bank which pays 0.05% for a 2-year term. Earning \$500.00

Respectfully Submitted,

Donna Willard
Treasurer

MEMORANDUM FOR: 3 Canyons Ranch Master Homeowners (3C) Board of Directors (BOD)
SUBJECT: Master Design Committee (MDC) Summary – 09 July 2022

The following synopsisizes key MDC activities for the period 13 April – 08 July 2022.

- a. GENERAL. The MDC received and responded to multiple general inquiries, requests for information and assistance from members, prospective members and the PMI Team during the period.
- b. MEETINGS. The MDC conducted two formal meetings during the period to consider MDC business. Video conference meetings were conducted on 10 May and 14 June 2022; (NOTE; July's MDC Meeting is scheduled for 12 July). An overview of salient actions is summarized in Paragraph C & D. Specific details are captured in the respective MDC Agendas, Minutes, Voting Logs and Notifications and documented in the MDC Archives.
- c. APPLICATION STATUS:
 1. Summary. The MDC considered 6 application requests from members during the period. Five requests were approved and 1 rejected due to non-compliance with CCRs requirements resulting in an initial approval rate of 83%. The member revised the rejected application which the MDC subsequently approved for a total approval rate of 100% for the period.
 2. New Construction. The MDC considered and subsequently approved 1 new Single Family Residence (SFR) construction request during the period.
 3. The MDC considered and subsequently approved 5 other applications during the period; respective members were notified via formal letter
- d. VIOLATIONS STATUS: The MDC is reviewing potential CCR violations alleged against 2 3C properties.

Respectfully submitted,

/S/

W. PLATT
MDC Chair
3C HOA

<http://www.az3canyons.com/>

Richard Frederici
Road committee report
Jul 6, 2022 at 2:13:45 PM
Rich Frederici

The road committee is temporarily halting ditch work along 3 Canyons Rd. until after the monsoons ends.

There are still areas of ditches where the back slope needs to be leveled out thus creating a better water flow and making it easier to mow.

We have started to mow along the roadway where necessary and will begin to start spraying along the edge of the road.

Rich frederici
Road committee chairman

Sent from my iPhone

July 2022 Gate Committee Report

HARDWARE:

Gates have been operating well since the last repairs in October 2021. Recent power outage at the East gate resulted in expected behavior—the gate opened and stayed open until power was restored, allowing access for community members.

Device cost (remotes and cards) continues to allow a break-even point (very slight profit) on cost vs. expense. Recommend stay at the cost of \$40 for remotes and \$5 for cards.

DATA:

- 1) Continue to deactivate accesses as properties are sold and new owners get their own access.
- 2) Monitoring transaction reports monthly. If a code is identified as being used to excess over multiple months, that code is deactivated and a new code issued to the owner.

COMMITTEE:

If the Board approves, Chris will continue to be Committee Chairman and do the administration. Rick Sontheimer and Terry Martens will continue to be on the committee in case of hardware failure and Chris is unavailable. John MacLeod will be leaving the committee.

July 2022 Traffic Control Committee Report

Continuing to monitor access at East Gate, identifying codes being used from Rio Rancho area, deactivating them and assigning new ones to legitimate owners. Even with this mitigation, potential violations sit right around 400 per month.

However, we need to keep in mind that this is only about 3% or less of total accesses each month.

We did (finally) get action from the Sheriff's office on the 3 trespasser reports we submitted in December and January.

Unfortunately, the timing was that they went out to talk to two of them the week after they moved away from Rio Rancho.

(Sigh.) Because of this, they haven't acted on the other report sent to them in January—they are looking for validation that this violation is continuing to happen before acting.

In validating that old report and creating a new set (I have 5-10 I want to create), we identified an issue with the video feed.

Donna is working on getting the video feed fixed so we can validate and capture pictures for the reports.

Submitted by Chris Truka for Donna Willard

MAP COMMITTEE REPORT
July 9, 2022

Parcel 01-061C is still recorded as split into two 4 Ac. parcels by Cochise County as of July 7, 2022

Maps are updated as property transfers are reported by PMI and distributed to the Master Design Committee.

TRAFFIC CONTROL COMMITTEE REPORT
July 9, 2022

Thank you, Chris for your diligence in reviewing the cameras and providing the reports.

FINANCE COMMITTEE
July 9, 2022

No meeting held.

Respectfully Submitted,
Donna R. Willard