

Three Canyons Ranch Master Homeowners' Association (MHOA)
Board Meeting Minutes
April 12, 2017

1. Call to Order. Meeting called to order at 5:42 pm

Board Members present:

John Langholff - Sec 20W (Vice President)
Marilyn Wardlaw - Sec 20E
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

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

4. Revision and/or Acceptance of January 11, 2017 Meeting Minutes

Minutes were accepted without revision.

5. Call to Membership

It was announced that Evans Guidroz, long-time 3 Canyons member and Board of Directors representative for Section 28, passed away on April 6.

6. Treasurer's Report - Donna Willard

Donna presented the budget as of April 1. The adjusting of funds from those budget items to the Attorney Records Maintenance budget item and the Administrative/Board budget item is to cover the costs of Scanning and shredding the historical Master Design Committee Records and historical Financial Records. The scanning is now complete. The shredding is nearly complete.

Copy of the April 1 budget report is at the end of the minutes.

7. Committee Reports

Master Design Committee (MDC) - Marilyn Wardlaw

We had a total of 12 projects approved since the last Board of Directors meeting. There was no MDC meeting in March as nothing had been submitted.

The new MDC guidelines were turned over to the lawyer for review the day after the January meeting. I have called and emailed on the status of the review but have only been told that "They are on Mr. Stachel's desk" Thus I am not sure when the review will be done for submission back to the Board for approval.

The President said he will contact Mr. Stachel.

Road - Jim Dobis

Repaired: 3 fence cuttings and placed 1 No Trespassing sign due to vandalism. 500 feet of cut fence and removed slack. Work completed was located at north east end of equestrian easement. Section 20 east.

Project completed: Brush and tree cutting and stump grinding approximately 40 acres cleared and stumps ground.

Ongoing projects: Coordinated scheduled grass and brush burns along 3 Canyons Road with Palominas Fire Department between March 9 and April 9. Scheduled burns will be ongoing. Scheduled burns will continue as weather permits and Fire Department staff and equipment are available. Website and e-mails will be utilized to notify HOA members of scheduled burns.

Gate - Rich Frederici

Nothing to report

Governing Documents - John Langholff

Nothing to report

Maps - John Langholff

Nothing to report

Old Business:

8. Limiting use of roads and easements within 3 Canyons HOA such as Cielo Grande.

A Section 26 member and resident on South Calle Cielo Grande requested that the Board consider adding an Association rule that addressed the following:

- 1) reiterates a differentiation between Common Areas & private roads and or easements.
- 2) that owners of roads/easements are responsible for their maintenance.
- 3) that owners have the right to restrict access to their roads and or easements within legal and HOA parameters.

The member believes there should be an Association rule because she feels that there does not seem to be a clear understanding of what rights or responsibilities attach to private property easements and that there is not any language in the governing documents that states clearly owners are responsible for the maintenance of their private roads.

There was some discussion by the board as well as by the attending members present. No action was taken by the board. All members are reminded that the only road maintained by the 3 Canyons MHOA is 3 Canyons Road.

9. Completion of files to be scanned and shredded.

The President reported that all files have been scanned and are on two external hard drives. Shredding of the files is expected to be completed soon.

New Business:

10. 2017-2018 Budget

A motion was made and seconded to accept the proposed 2017-2018 budget. Motion passed 8-0. A copy of the 2017-2018 budget is attached at the end of the minutes.

11. Rule for burning on property

After a brief discussion the item was tabled for a future meeting.

12. Clean up of the 3 Canyons Rules

The Board review and discussed each Association Rule and along with input from the attending members updated the Rules. A motion was made and seconded to accept the updated Association Rules. The motion passed 8-0. John Langholff, Vice President and Governing Documents committee representative will make all the changes to the Rules and have it posted to the 3 Canyons web site.

13. Call to Membership

A Section 26 member requested that the Association try and incorporate other ways for members to pay assessments (example: Pay Pal, credit cards, electronic fund transfers) and whether it was possible to pay the annual assessments over time.

A Section 19 member asked what was the procedure to submit an appeal to the Board. He was directed to fill out the Appeal Form found on the 3 Canyons' web site and submit it according to the instructions.

14. Adjournment

Motion was made and seconded to adjourn the meeting. Approved by unanimous vote. Meeting adjourned at 8:16 pm.

(Agenda Item 6. Treasurer's Report)

3 Canyons Ranch 2016 - 2017 Budget

Bank Balance prior Month

\$38,424

Bank Balance ongoing

\$32,462

	April 1, 2017	Year-to-Date	2016-2017 Budget	Budget Remaining
Income Total	\$20	\$168,436	\$178,340	\$9,904
2016-2017 Assessments	\$0	\$150,990	\$162,840	\$11,850
2015-2016 Assessments	\$0	\$765	\$0	-\$765
2014-2015 Assessments	\$0	\$172	\$0	-\$172
2013-2014 Assessments	\$0	\$112	\$0	-\$112
Late Fees	\$0	\$1,770	\$3,000	\$1,230
Interest	\$0	\$308	\$1,300	\$992
Gate	\$20	\$890	\$500	-\$390
MDC	\$0	\$1,305	\$200	-\$1,105
Transfer Fees	\$0	\$10,800	\$7,000	-\$3,800
Recovered Legal Expenses	\$0	\$994	\$2,000	\$1,006
Recovered Admin. Expenses	\$0	\$330	\$1,500	\$1,170
Expenses Total	\$5,982	\$189,760	\$216,171	\$26,411
Admin	\$314	\$6,864	\$7,506	\$642
Board	\$20	\$2,871	\$3,806	\$935
MDC	\$0	\$29	\$200	\$171
Gate	\$294	\$2,808	\$3,100	\$292
Road	\$0	\$86	\$100	\$14
Documents	\$0	\$0	\$100	\$100
Map	\$0	\$0	\$100	\$100
Website Maint	\$0	\$70	\$100	\$30
Const. Deposit Refund	\$0	\$1,000	\$0	(\$1,000)
Accounting	\$0	\$1,477	\$2,000	\$523
Attorney	\$4,945	\$47,515	\$51,794	\$4,279
Litigation	\$0	\$1,007	\$4,000	\$2,993
Professional Services	\$1,890	\$7,226	\$8,000	\$774
Administration	\$0	\$16,488	\$17,000	\$512
Records Maintenance	\$3,055	\$22,794	\$22,794	\$0
Insurance	\$0	\$0	\$4,371	\$4,371
Board	\$0	\$0	\$1,600	\$1,600
Road/Umbrella	\$0	\$0	\$2,771	\$2,771
Taxes	\$0	\$0	\$100	\$100
Gate	\$723	\$11,530	\$17,500	\$5,970
Warranty	\$640	\$6,400	\$8,000	\$1,600
Utilities	\$83	\$1,633	\$2,000	\$367
Landscape & Lighting	\$0	\$1,032	\$1,500	\$468
Maintenance	\$0	\$2,465	\$6,000	\$3,535
Security	\$0	\$0	\$0	\$0
Road	\$0	\$22,374	\$32,900	\$10,526
Maintenance	\$0	\$2,758	\$3,000	\$242
Mowing & Weed Control	\$0	\$12,127	\$12,000	(\$127)
Drainage	\$0	\$6,936	\$15,000	\$8,064
Fence	\$0	\$553	\$2,900	\$2,347
Contingency- Savings	\$0	\$0	\$5,098	\$5,098
Road Loan Payment	\$0	\$100,000	\$100,000	\$13

These Amts
Off Set
Attorney
Charges

1806 added

3000 to RM
8600 added1000 to Att
2000 to Att
1500 to Att.5 K to Attny
1100 to Att.

interest.

Funds Moved from Gate, Attorney (Admin.) and Road to Attorney Records Maintenance April 12, 2017 Meeting

(Agenda Item 10. 2017-2018 Budget)

Income Total	\$178,340	\$12,169.00 over expenses
2017-2018 Assessments	163,005	10,867 memberships X \$15.00
2016-2017 Assessments	12,000	Outstanding Amt Due
Late Fees	1,600	Based on 2016-2017 income
Interest	300	Based on 2016-2017 income
Gate	800	Based on 2016-2017 income
MDC	1,000	Based on 2016-2017 income
Transfer Fees	7,000	Based on 2016-2017 income
Recovered Legal Expenses	1,000	Based on 2016-2017 income
Recovered Admin. Expenses	300	Based on 2016-2017 income
Construction Deposits	1,000	
Expenses Total	166,171	
Admin	5,700	
Board	2,000	
MDC	200	
Gate	3,300	\$250. X 12 + 300 for supp/post.
Road	100	
Documents	100	
Map	100	
Website Maint	100	
Construction Deposits Refund	1,000	
Accounting	2,000	\$120. X 12 + \$560. for 1099s + Taxes
Attorney	32,000	
Litigation	4,000	
Professional Services	8,000	
Administration	20,000	
Insurance	4,371	
Board	1,600	
Road/Umbrella	2,771	
Taxes	100	
Gate	22,000	
Warranty	8,000	
Utilities	2,000	
Landscape & Lighting	2,500	
Maintenance	8,000	
Security	1,500	
Road	45,000	
Maintenance	3,000	
Mowing	9,000	
Weed Control	6,000	
Drainage	23,000	
Fence	4,000	
Contingency- Savings	\$5,098	
Road Loan Payment	\$36,219	Due August 1, 2017

Revised and Approved April 12, 2017 by BOD at HOA meeting