

WARNER RANCH IV ASSOCIATION
Board of Directors Meeting Minutes

August 23, 2000

Present

Dave McCotter (Pres)

Mike Gehring (Treas) (LATE)
Kelly Kinnard (Sec)
Richard John (Grounds)
Mike Moran (Arch)
Marty Kinnear (Good Kid) / Vacation

Dixie Payne, for Lepin and Renehan Management, Inc,

Absent

Ross Perlman (VP)

Call to Order

Quorum requirement was met. The meeting was called to order by Dave McCotter, at 7:05 p.m. The meeting was called to order with a Quorum.

Guest Participation

There was no guest attendance.

Resolutions

The following resolutions were made by the board of directors during the meeting:

- Resolved: That the meeting minutes for May 20 were presented and accepted.
(1st DM; 2nd MM, All I's)
- Resolved: That the Receipts and Disbursements of months 7/00 and 8/00 be approved, subject to audit.
(1st MG, 2nd KK, All I's)
- Resolved: That the Delinquency report of months 7/00 and 8/00 be approved, subject to audit.
(1st MG, 2nd KK, All I's)
- Resolved: That the Financial report of months 7/00 and 8/00 be approved, subject to audit.
(1st KK, 2nd DM, All I's)
- Resolved: That the Management Report of months 7/00 and 8/00 be approved, subject to audit.
(1st KK, 2nd DM, All I's)
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- Resolved: Motion to move between \$18K and \$20K to the ML money market account
(1st MG, 2nd MK, All I's)
- Resolved: Motion to write off funds passes for log #594.
(1st MG, 2nd KK, All I's)
- Resolved: Motion to waive lot #496 fines for yard passes
(1st KK, 2nd MK, All I's)
- Resolved: Motion to amend fining policy. Motion passes.
(1st MM, 2nd MG, All I's)
- Resolved: Motion to approve and implement the new fining policy. Motion passes.
(1st DM, 2nd MM, All I's)

Financial Report

Mike G. was a few minutes late, so the financial report was delayed.

Receipts/Disbursements Report

- See Resolutions.
- Mike G. asked about any major payments that are still pending, so we can move money from the Checking Money Market account, to the ML account for better earnings. AI - Mike G. - To get with Karla to make transfer happen for \$18K. Motion to approve and carried.
- Checks for Tree doctors, and painting were signed.
- Tree Doctors were discussed on the amount of work left to be done. AI - Dick J. - To get with Tree Doctors about remaining trimming. To date, we have spent over \$7K on trimming and tree maintenance.
- See Action Items.

Delinquency Report

- See Resolutions.
- Lot #369, paid \$200 against their account. Logged after printed packet.
- Lot #497, Radai paid initial \$500 per their agreement. The will continue to pay on a scheduled basis in the management report.
- Lot #592, Sloan paid in full after printed packet.
- Lot #548, property is now the responsibility of the VA. Hopefully we will get the appropriate payments from the VA.
- Lot #594, has gone through bankruptcy sale, and trustee sale. Motion approved to write off funds, and continue to monitor for recovery. Mike G. asked about Cash/Accrual accounting basis for tax purposes. AI - Mike G. - To get with Karla or Medeline to determine tax consequences of write off. Even though we have decided to write the funds off, we should still get funds if accounts are ever resolved.
- Mike G - asked about fees on lot #324 for cleanup. Bill will stay as it stands.
- See Action Items.

Fines/Waivers

- See Resolutions.
- Lot #496 Yang asked for waiver of fines for yard cleanup. A gardener has been hired and the lawn looks nice. The motion carries.
- See Action Items.

Management Report

- See Resolutions.
- True Green is having consistent problems keeping our property maintained. There was discussion about get hold of the old Property supervisor that left True Green to see if he can get a contract to maintain the property.
- Based on Karla's review of expense increases, Mike G to get with Karla about next year's budget, and what dues increases are appropriate.
- While discussing the budget for next year, the board requested Dixie to get bids for a "Warner Ranch 4" sign to be put on the corner of Kyrene and Ray that will match the other entrances.
- Another topic for the budget is to increase the contingency account by \$3K-\$5K for additional traffic safety improvements. The board would also like to have L&R add a vandalism line item in the budget so we can monitor how much is spent on this issue. The budget should be made with \$3K - \$4K worth of funds. The vandalism budget covers painting, sprinkler repair and various other property damage not caused by nature or typical wear.
- See Action Items.

Committee Reports

-Grounds

- See Resolutions.
- Dick J. is working by remote email to get several tree trimming and True Green maintenance issues resolved. Dick is very upset at the level of service delivered by True Green recently. Kelly brought in some faxes of work orders sent, and indicated we need to investigate getting away from True Green. It is agreed that using Keith Williamson would be our first choice, since he already knows the property.
- Dave M. brought up the fact that after the weekends, there is always lots of trash around the park. AI - Dixie P. - To get letter to City Parks and Rec about cleaning up on Monday. Might also require a trash can for cleanup.
- Dick J. has reviewed the walls that were painted, and Dixie will add a few more sections to complete the job. Current payment for painting is approximately \$5300.
- Marty said she has noticed True Green is picking up on Friday's as per the new contract.
- Mike M. brought up discussion on exactly what fences does the HOA own. For instance his fence borders the RR tracks. The board assumes that is the responsibility of the HO, and for the RR tracks, we don't care about the back side of the fence.
- True Green charged HOA \$35.00 for removing the Huppenthal campaign sign. L&R to bill Huppenthal campaign for charges.
- See Action Items.

-Architectural

- See Resolutions.
- The suggested improvements to the Architectural guidelines was reviewed. L&R to type changes submitted to Dixie during the meeting, and ready another copy for approval at the next board meeting. Many statutes were reviewed, and copies of changes text were given to Dixie.
- Mike G. wants to get a grandfather clause for all alarm, dog signs, and for antennas, receivers, and solar units already installed.
- Lot #421 - Approved fence arch, and trees. AI - Dixie P. to respond to Landis for reporting changes.
- Lot #525 - Approved satellite dish.
- Lot #318 - Approved Satellite dish. To be painted.
- Lot #355 - Approved patio addition.

Old Business

- Fining policy was amended and a motion approved with the textual changes submitted to Dixie concerning the increased fining repeat offenders. See Resolutions.
- Kelly advises that the speed humps are currently out to bid by the city. Other areas of Chandler have already had theirs installed, and Dixie indicated Tempe is putting in speed humps in many neighborhoods.

New Business

- Newsletter issues - Mike G. brought up the fact the kids ride their bikes through the gravel, and drag it up on the sidewalks.

Action Items Summary

- Mike G. - To get with Karla to make transfer happen.
- Mike G. - To get with Karla or Madeline to determine tax consequences of write off.
- Dixie P. - To get with Karen about emails to board to cut down on some of the extraneous mailings, and save our association money.

- Mike G. - To get with Dick J. and Karla/Madeline and work on the 2001 budget. We need to push on this so we will have all documents prepared for the next billing cycle.
- Dixie P. - To get bids for Warner Ranch 4 signs on corner of Kyrene and Ray.
- Dixie P./Karla - Add accounting Vandalism Line item.
- Dixie P. - To get letter to City Parks and Rec about cleaning up on Monday. Might also require a trash can for cleanup.
- Dixie P. - To get Architectural guidelines updated for approval at the next board meeting.
- Dixie P. - To respond to Landis for reporting changes.
- Dixie P. - To contact painting contractor and get addition bids for extended areas.
- Dixie P. - To bill Huppenthal campaign for \$35.00 charge of removing their sign from our property on Kyrene and Ray.

Next Meeting Agenda Items

- Fining policy
- Budget Review
- Landscaper Change

Adjournment

There being no further business to attend to the meeting was adjourned at 8:50p.m.

The next scheduled meeting is 10/25/00, at the office of Lepin and Renehan Management at 7:00 p.m.

Submitted,

Signature on file..

Kelly N. Kinnard
Secretary

Attachments:

Year end fiscal audit by Clyde Raymond and Associates on file with L&R.

**WARNER RANCH IV ASSOCIATION
MONETARY PENALTIES FOR RULES VIOLATIONS**

ADOPTED: August 28, 1997
(Amended and Restated August 23, 2000)

Monetary penalties for violations of the CC&R's, adopted Rules and Regulations including the Architectural Guidelines will be imposed uniformly according to the procedures set forth as follows:

Written notice will be sent to the owner at the mailing address as it appears on the records of the Association at the time of the notice. **FIRST NOTICE** shall be a courtesy letter with no fine imposed and shall give the owner adequate time to comply. The notice shall include: (1) nature and date of the violation; and (2) a date for correction of the violation.

Follow up letter (**SECOND NOTICE**), with notification of fine to be imposed, will be sent if violation is not corrected within the given date or if the same violation reoccurs within a ninety (90) day period of the previously-written notice.

The owner will be provided an opportunity to discuss the violation and fine to be imposed in one of two ways:

1. Within two (2) weeks following the date of the second notice, the owner may appeal the fine in writing to the Board.
2. Speak to the Property Manager at Warner Ranch Property Management Company within ten (10) days following the date of the second notice and request to be placed on the agenda for the next Board Meeting.

If the owner given notice of a violation does not timely seek to discuss the violation, or fails to appear at the scheduled meeting, it shall be deemed that the owner has waived his/her right to contest the violation and fine as set forth above.

- A fine of \$20.00 will be assessed on the owner for the violation.
- If the same violation reoccurs within a ninety (90) day period of the previous fine, or continues, then a fine of \$30.00 will be assessed.
- In the event of continued violation after assessment of the \$30.00 fine as provided above, the Board *may elect* to continue the imposition of the fine for repeat offenders at a graduated rate approved by the Board. A final last date of compliance shall be given.
- If the owner is in non-compliance by the last given date, the case may be referred to an attorney for further action. The owner will be responsible for all legal fees incurred.
- The CC&R's clearly state the owner is responsible for any cost the Association incurs to bring the property into conformance of the CC&R's.
- Corrections of violations shall be recommended by the Warner Ranch Property Management Company and approved by the Board.
- All fines will be enforced in the same manner as unpaid assessments.

WARNER RANCH 4 ASSOCIATION, INC.

ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

(Amended and Restated August 23, 2000)

ARCHITECTURAL REVIEW PROCESS

In accordance with the Declaration of Covenants, Conditions and Restrictions for Warner Ranch 4 (the "Declaration"), the Board of Directors has adopted the following Guidelines for Architectural Improvements (the "Guidelines") which shall apply to all Lots within Warner Ranch 4.

Each lot owner should read, review and make himself acquainted with the CC&Rs recorded on his lot with Maricopa County and with these Architectural Guidelines as may be amended from time to time by the Board of Directors. These documents are intended to enhance property values and the high standards of development that exist within Warner Ranch 4. The Guidelines are established to assist residents in preparing an application to the Architectural Committee for structural and landscape improvements. **FOLLOWING THESE GUIDELINES DOES NOT ELIMINATE THE NEED FOR SUBMISSION OF PLANS FOR APPROVAL BY THE ARCHITECTURAL COMMITTEE.** Even if your addition or alteration is identical to another, which has been approved, it must be submitted for approval. Because each situation may have different conditions, e.g., different locations, physical conditions or design considerations, etc., each application will be reviewed on a case-by-case basis. In the event of any inconsistency between these Guidelines and the Declaration, the Declaration shall control. All architectural approvals will be conditioned upon compliance with applicable City codes.

APPLICATION PROCEDURE

Submittal --

Application and plans (which will be kept on file with the Association) should be mailed to:

Warner Ranch 4 Association
P. O. Box 50309
Phoenix, AZ 85076-0309
(480) 345-0046

The following information should be included:

1. Application Form -- A completed application form (copies of which can be obtained from the management office). One such form is attached hereto.
2. Plot Plan -- A site plan showing dimensions, relation to existing dwelling and property lines (setbacks). Measurements must be written on the plans.
3. Elevation Plans -- Plans showing finished appearance of addition in relation of existing dwelling. An accompanying photograph of the proposed location would be helpful.
4. Specifications -- Detailed description of materials to be used and color samples must be submitted.

All buildings and structures erected within Warner Ranch 4 and the use and appearance of all land within Warner Ranch 4, shall comply with all applicable City of Chandler zoning and code requirements as well as the CC&Rs and these Guidelines.