

WARNER RANCH 4 ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 13, 2004

A meeting of the Warner Ranch 4 Association Board of Directors was held on Monday, September 13, 2004, at the office of Lepin and Renehan Management, Inc., 7955 S. Priest Drive, Suite 105, Tempe, Arizona. The meeting was called to order at 6:10 p.m.

In attendance: Dave McCotter, Mike Gehring, and Bruce Read. Homeowner Sheri Wakefield, Lot #523 and Gina Larsen of Lepin and Renehan Management, Inc. were also present.

Absent: Ross Pearlman, Byron Harrod and Steve Felde

Upon motion duly made the following resolutions were unanimously passed:

Resolved: To approve the July 12, 2004, open session meeting minutes, as written.

Notation: To table approval of the financial statements for June 30, 2004, July 31, 2004, and August 31, 2004, until the November 8, 2004, board meeting.

Resolved: To approve the 2005 Budget and the attached Addendum to Meeting Minutes.

Notation: To table further discussion and resolution of minimum amount of homeowner monetary penalty balance until a memo has been received from Marilyn Monda, Head of Accounting, explaining the cost ramifications of the process.

Resolved: To send a reply letter to Kris Kircher, Park Maintenance Superintendent, Sundance Park thanking him for his previous response letter dated July 27, 2004. "However, the Board of Directors of Warner Ranch 4 would like to bring the following to his attention and would like a written response as to proposed remedies. Please see the attached map indicating a large area of major concern to the Association. There is a large amount of weeds and shrubbery that needs to be removed and/or trimmed in these areas. In addition, the Association would like to know in what year the topdressing of the granite, the brick edging replacement and the resurfacing of the basketball court in the park is budgeted for completion. Again the overall maintenance of the park is not up to the standards of the neighborhood in which it is located. Please contact the community manager to arrange an onsite meeting with the Board of Directors."

Notation: Homeowner of Lot #523 (Sheri Wakefield) came to meeting at 6:50 p.m. and appealed the Board's decision regarding the responsibility of the repair of the wrought iron fencing and block wall shared by the homeowner and the Association. The homeowner left the meeting at 7:14 p.m.

Resolved: To send a response letter to Lot #523 (Wakefield) with the following: "Thank you for attending the September 13, 2004, Board of Directors meeting. Please be advised that the Board of Directors, at its next meeting to be held on November 8, 2004, will be discussing damage to the wrought iron fencing and block walls caused by the growth of the vegetation and other material that was attached to the fencing on your property, which resulted in structural damage to the wall and/or fence. The Board of Directors has agreed for you to supply written estimates from licensed and insured vendors/contractors for the repair of the damaged

wrought iron fencing and block walls on your property that will be reviewed by the Board at the November meeting and a final decision will be made regarding the responsibility of the repairs of the damage. This letter serves as notice that per Article 4, Section 4.2 Maintenance of Owner's Structures and Articles 11 Party Walls and 10.15.2 Fences, Interferences and Obstructions of the Covenants, Conditions and Restrictions, this wall can be repaired and the cost of the repairs could be attached to the homeowners account."

Resolved: To approve the 2005 Board Meeting Schedule.

Resolved: To send a First Notice letter to the homeowner of Lot #270 (Gressley) quoting the Architectural Guidelines that reference Sun Screens and Window Tinting. Let homeowner know that if they can keep the inside of the window covered from the inside and prevent illumination/visibility of sign at night from the street, the sign can remain. If they are not able to make the sign non-visible from the street at night within 30 days, it must be removed or the Association will proceed with enforcement to include imposing monetary penalties on their account.

Resolved: To have Tree Doctors remove and stump grind trees numbered 198 and 212.

Further

Resolved: To have tree #198 replaced with a 24-inch box Southern Live Oak and tree #212 replaced with radiation lantana.

The meeting was adjourned at 7:55 p.m. The next meeting is scheduled for November 8, 2004.

Respectfully submitted,



Gina Larsen
Acting Secretary



Dave McCotter
President

**WARNER RANCH 4 HOMEOWNERS ASSOCIATION
PO BOX 11330
TEMPE AZ 85284-0023**

ADDENDUM TO THE MEETING MINUTES OF THE BOARD OF DIRECTORS

A meeting of the Board of Directors of Warner Ranch 4 Association, an Arizona Corporation, was held at 7955 S Priest Dr in Tempe, Arizona on September 13, 2004.

One of the purposes of the meeting was to discuss items concerning the 2005 Budget. After discussion and upon motion duly made and seconded, it was unanimously:

RESOLVED: To increase the annual assessment by the maximum as allowed in the CC&Rs to \$1,203.00 per lot.

RESOLVED: To approve the attached budget at a reduced annual fee of \$460.00 per lot for a total of 332 lots. The assessment is to be collected in semi-annual increments of \$230.00 each in accordance with the legal documents.

RESOLVED: To designate Reserve Interest to Landscape Granite/common area reserves at year end.

RESOLVED: To designate \$18,750.00 of cash on hand at year end as follows:

\$5,000.00 to Landscape – Tree trimming reserves
\$6,750.00 to Painting reserves
\$7,000.00 to Contingency reserves

RESOLVED: To approve the attached narrative to accompany the Budget.

RESOLVED: To reaffirm the attached Assessment Collection Policy.

RESOLVED: To reaffirm the following Payment Plan Resolutions:

Payments made without benefit of a properly executed payment plan will not be construed as a payment plan and collection activity will be pursued in accordance with the Assessment Collection Policy.

Any payment plan which will bring the delinquent balance current within six months or less is automatically approved without review by the Board of Directors, provided the owners complete the Payment Plan Request and Agreement in its entirety and return it to the management company with the initial payment.

Until the Payment Plan Request and Agreement is completed in its entirety and returned to the management company with the initial payment, assessment collection will proceed according to the published Assessment Collection Policy.

If payment is not received as agreed upon in the Payment Plan Request and Agreement, action to collect delinquent assessments will resume immediately in accordance with the published Assessment Collection Policy without notice to the delinquent owners.

Late fees as provided in the Assessment Collection Policy will not be charged during the term of the payment plan if payments are received in accordance with the payment plan request and agreement.

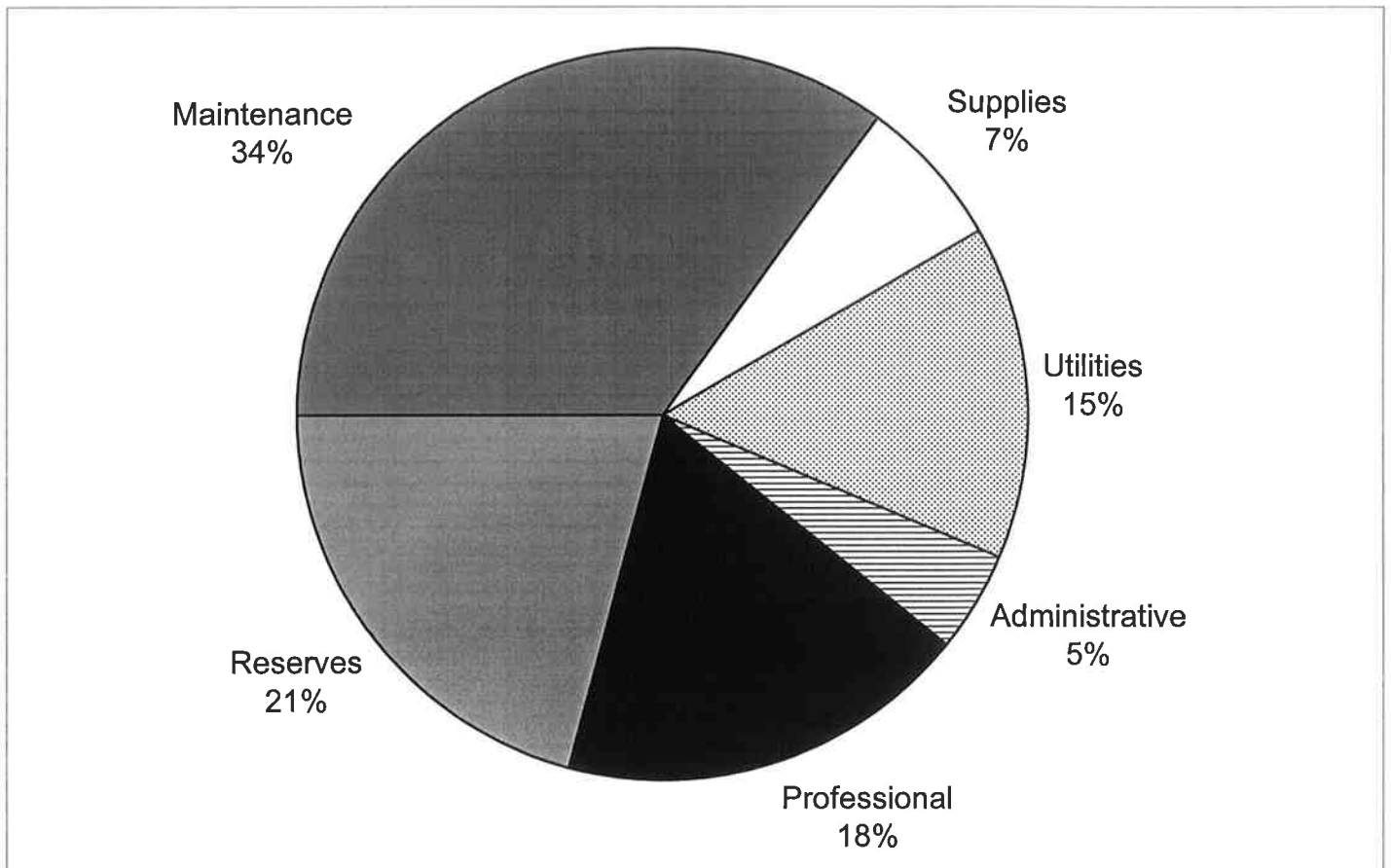
Verbal commitments from homeowners will not result in a suspension of collection activities.

RESOLVED: To reaffirm all other existing accounting policies and procedures, which will remain in effect until changed by the Board of Directors at a later date.

WARNER RANCH 4 ASSOCIATION 2005 BUDGET

Total Project: 332 Lots

	Semi-Annual Budget per Lot	Annual Budget Per Lot	Total Annual Budget
Maintenance	\$80.72	\$161.45	\$53,600.00
Supplies	\$15.00	\$30.01	\$9,962.00
Utilities	\$33.83	\$67.66	\$22,464.25
Administrative	\$10.67	\$21.33	\$7,082.25
Services	\$42.05	\$84.10	\$27,922.00
Reserves	\$47.73	\$95.45	\$31,689.50
Total	\$230.00	\$460.00	\$152,720.00



WARNER RANCH 4 ASSOCIATION
ASSESSMENT COLLECTION POLICY

ADOPTED JUNE 13, 1996

➤ **1ST OF JANUARY AND JULY:**

ASSESSMENT IS DUE AND PAYABLE TO:

WARNER RANCH 4 ASSOCIATION

➤ **15TH OF JANUARY AND JULY:**

Notice is sent advising that a late fee will be applied to your account on the 30th day of the month, a lien will be filed on the property on the first day of the second month and the process to obtain a personal judgment started on the 15th of the second month if the amount due remains unpaid. **THIS IS THE ONLY NOTICE THAT YOU WILL RECEIVE.**

➤ **30TH OF JANUARY AND JULY:**

If payment is not **RECEIVED** at the Management office or the bank lock box by this date, a late fee of 10% of the assessment or \$15.00, which ever is greater, is automatically assessed on every account showing one full assessment due without further notice to the homeowner.

➤ **1ST OF FEBRUARY AND AUGUST:**

If payment is not **RECEIVED** at the Management office or the bank lock box by this date, a lien fee plus any additional fees incurred will be added to the homeowner's account and the lien automatically filed. **As of this date, payments must include all fees and be paid by Cashiers Check, Certified Check or Money Order.**

NOTE: A LIEN WILL STAY IN PLACE AGAINST THE PROPERTY UNTIL SUCH TIME AS THE ACCOUNT HAS BEEN PAID IN FULL.

➤ **15TH OF FEBRUARY AND AUGUST:**

If payment is not **RECEIVED** at the Management office or the bank lock box by this date, a personal judgment will be obtained and any fees incurred will be added to the homeowner's account.

NOTE: WHEN A PERSONAL JUDGMENT IS RECEIVED, IT WILL BE REFERRED TO AN ATTORNEY FOR COLLECTION AND ANY FEES INCURRED WILL BE CHARGED TO THE HOMEOWNER'S ACCOUNT.

ALL PAYMENTS WILL BE APPLIED TO THE ACCOUNT AS FOLLOWS:

1. Assessments
2. Monetary penalties
3. Lien, judgment and legal fees
4. Late fees

THERE WILL BE A CHARGE FOR CHECKS RETURNED FOR INSUFFICIENT OR UNCOLLECTED FUNDS.