

**Las Vegas Ranch Estates
Property Owners Association
Open Board Meeting Minutes
December 2, 2015**

The meeting was called to order at 4:00 pm with quorum established with four Board members present: Kurt Wilkinson, (President), Dan Searer (Secretary), Joe Dalmas (Treasurer), Mark Spiegel (Director). Mark Watson absent with prior notice. Cindy Leath, HOAMCO representative, also present. Approximately twenty homeowners present

Kurt Wilkinson opened the meeting with each Board Director introducing themselves.

Approval of Minutes

Dan Searer moved that the September 2, 2015 Board of Directors meeting minutes be approved. Joe Dalmas second. Passed unanimously.

Financial Report

Joe Dalmas provided the financial report as of October 31, 2015. The reserve balance is \$109,039. The operating balance is \$38,689, the year to date expense is \$43,491 and the year to date budget is \$47,797 that leaves a year to date budget variance of \$4,305.

The 2016 budget was unanimously approved November 6, 2015 by all Directors. It will be approximately 10% higher in 2016.

Management Report

Cindy Leath, HOAMCO advised the following:

1. A check was sent to the contractor for \$87,000 regarding the Las Vegas Ranch Road slurry application.
2. Discussed the misuse of gate codes with contractors and that new gate codes were issued for vendors.

3. The 2016 budget was unanimously approved by the Directors without a meeting November 6, 2015.
4. Association insurance package for 2016 was approved with House-Chilson Insurance.
5. Annual meeting will be held on March 10, 2016 and all homeowners will be advised.
6. Amendment to management agreement for recordation of liens by HOAMCO. Two HOAMCO representatives will be responsible for the lien process.
7. The HOAMCO Management agreement will carry over into 2016 with revisions to the HOAMCO Architectural fee process.

Committee Reports

A. Landscape Committee

Bob Whitney, Chairman was unable to attend the meeting due to the flu. Kurt Wilkerson, President, Joe Dalmas, Treasurer and Dan Searer, Secretary met with Steve Pierce at the end of November 2015 to discuss the main entrance water, irrigation and main entrance sign. The water for the entrance is supplied from the Kelly property well. The irrigation system was initially put in place by Don Ralston who was present at the meeting and he advised he would work with the landscape committee on any irrigation issues. The main sign is the property of Steve Pierce and he will continue to maintain the sign.

B. Road Committee

Ralph Istwan, Chairman advised that 100% of the initial asphalt patches are completed and the slurry seal is completed. The road delineators are also completed for safety reasons and new "caution livestock" signs are in the process of completion. The Road Committee expects to complete the slurry seal project in 2016, at an estimated cost of \$45,000 drawn from the Reserves.

C. ARC – Architectural Review Committee

Kurt Wilkinson deferred action on the Architectural Guidelines due to review by the HOAMCO Architect and the Associations Architectural Committee.

D. Website

Joe Dalmas (Treasurer) reported the website information, due to Tom Turner being out of town on business. Mr. Dalmas advised that very informative information has been added to the website and it is working very efficiently.

New Architectural Guidelines will be posted as soon as they are finalized.

PREVIOUS BUSINESS

In our September 2, 2015 Board meeting James Atkinson, Carpenter/Hazelwood Attorney discussed CC&R's and parcel splits. A motion was made by Dan Searer (Secretary) and a second was by Kurt Wilkinson (President) to adopt the following lot split criteria:

“With board approval, parcel splits can be combined if the combined parcel meets the following criteria:

1. All splits must be from the same original Developer's Parcel.
2. The combination of splits must comply with the rules and regulations of the County and State Governments.

“When splits are combined and the result of the combination is less than the full, original Developer's Parcel:

1. Only one annual assessment will be levied against the parcel.
2. Voting rights will be limited to that of a single split.
3. The new parcel may not be split.

When splits are combined to complete the full, original Developer's Parcel:

1. Only one annual assessment will be levied against the parcel.
2. The parcel can be split per the CC&R's
3. Full voting rights will be restored.

Combinations beyond the boundaries of the original Developer's Parcel will not be approved.”

The motion was unanimously approved.

Kurt Wilkinson moved that the Whitney parcel split and combination be approved; second by Mark Spiegel. Joe Dalmas abstained from the vote as he had a lot combined with previous approval from the Declarant, Peter Gooding. Motion passed by the three voting Directors.

The wedding venues that have taken place at the Kelly meadow property and the Pierce wedding chapel was discuss with the homeowners. Mr. Wilkinson (President) advised that the Kelly weddings have been with personal family members and we have no jurisdiction in these family weddings. The Pierce weddings at the Chapel have also been family weddings and the Pierce daughter is researching the possibility of pulling a permit to have wedding venues at the Chapel location. This would require a Yavapai County permit.

A question was asked by a property owner regarding permits and insurance. Joe Dalmas (Treasurer) advised that he was in contact with the County on the wedding venue permit process and the County would advise if any such permit was in process. A question of liability insurance was asked and it was discussed that this would have to be part of the permit process. Mr. Dalmas (Treasurer) was going to research this permit issue and the property owner requested to be informed of that potential meeting or process. It was suggested by Dan Searer (Secretary) that we get a list of potential requirements the LVRE Association and property owners would like to have required and it be presented to the Pierce family for discussion.

NEW BUSINESS

Motion made by Mark Spiegel (Director) to install an illuminated flag pole and flag at the main entrance on Fair Oaks Road for an estimated cost of \$1,000.00. A second to the motion was made by Kurt Wilkinson (President). Further discussion took place from Joe Dalmas (Treasurer) regarding the maintenance of the flag and flag pole. This discussion included the respect of the flag, illumination of the flag, an all-weather flag, cleaning, mending and disposal of any flag and volunteers to perform these activities. Additional discussion ensued regarding placement and maintenance and this was decided to be the landscape committee's decision. The motion to put a flag at the front entrance was unanimously approved.

There was further discussion on what flag was to be flown on this flag pole. Dan Searer (Secretary) made a motion that the flag to be flown on this flag pole was the United States of America flag. A second was made by Kurt Wilkinson, President. No further discussion and the motion was approved unanimously. Ralph Istwan volunteered to maintain and care for the flag.

The second agenda item for new business was contracts. The two contract items are the Schutte & Hilgendorf, CPA for taxes and Carpenter Hazelwood, Attorneys for Collection Actions. A motion was made by Mark Spiegel, (Director) and a second by Kurt Wilkinson (President) to continue to use Schutte & Hilgendorf, CPA for year end compilation and tax filings. Motion approved unanimously. A motion was made by Dan Searer (Secretary) and second by Kurt Wilkinson (President) to contract with Carpenter Hazelwood, Attorneys for Homeowner Pays Collection process which provides collection services with no out of pocket costs to the Association and repayments split 50/50 between attorneys and Association until everyone is paid in full. Motion approved unanimously.

The third agenda item in new business was the annual meeting date/time. Last year's meeting was held on March 12, 2014. It was discussed and unanimously approved to have the annual meeting on Thursday, March 10, 2016 at the HOAMCO conference room. A unanimous decision was made to have Cindy Leath, HOAMCO take minutes for this meeting at a cost of \$100.00. Two action items for this annual meeting is the extension of appointed terms and the use of IRS revenue ruling on the election for ballot. A motion was made by Kurt Wilkinson (President) and a second by Joe Dalmas (Treasurer) to approve a one (1) year extension to Mark Spiegel's term. Mark Spiegel abstained from the vote, since he is a party to the action. Motion was unanimously approved by the three board members. A motion was made by Mark Spiegel (Director) and a second by Dan Searer (Secretary) to approve the IRS revenue ruling for election for the ballot. Motion was approved unanimously.

OPEN FORUM

Q. What rules can be put in place for new businesses?

A. Kurt Wilkinson (President) advised we cannot dictate what takes place for businesses outside the association. This would be a County issue and would require a Public Meeting if and when that situation arises. Also the CC&R's have restrictions on businesses and we would have to abide to those restrictions.

Q. Do we have an easement agreement for Las Vegas Ranch Road?

A. Kurt Wilkinson (President) advised there is an easement agreement and there are restrictions that could be enforced if needed.

No further discussions questions.

ANNOUNCEMENTS

Next Board meeting is March 10, 2016 – Annual Meeting

ADJOURNMENT

Dan Searer made a motion to adjourn at 6.05 pm. Second by Kurt Wilkinson. Unanimously approved.