

**GILBERT RANCH HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 6, 2008**

Directors in Attendance: MaryAnn Barnhart, Steve Scarlett, Kent Power, Josh Hankinson and Tom Wells.

Also Present: Homeowners Tom and Jennifer Fithen (#15); Maria and Sergio Arlandiz (#432); Homeowner Russell Castle (#208); and Michael and Kelly Sanders (#176).
Christal Crain of Lepin and Renehan Management was also present.

A quorum was established and the meeting was called to order at 6:32 p.m.

Upon motion duly made and seconded, the following resolutions were unanimously passed unless otherwise indicated:

Notation: Josh Hankinson arrived at 6:48 p.m.; Russell Castle arrived at 6:50 p.m.

Notation: There was a discussion with the Architectural Committee concerning fruit trees. The Committee was instructed to create specific guidelines to follow in this regard to ensure decisions are made consistently.

Notation: Maria and Sergio Arlandiz (#432) discussed the following items:

- There are trees in the common area adjacent to their home, which the believe are diseased; photos were provided.
- There are often street lights out, making common areas and streets very dark.
- Neighbors across the street from them regularly make a lot of noise causing a nuisance; homeowner will provide a written complaint.

Notation: Tom Fithen volunteered to ask another homeowner to be on a Lighting Committee. The committee will be responsible for walking the common areas on a regular basis and reporting light outages to management.

Resolved: To have Tree Doctors provide an assessment of the trees adjacent to lot 432.

Resolved: To accept the August and September 2008 Financial Statement, subject to audit.

Resolved: To approve the September 18, 2008 Board Meeting Minutes, as written.

Resolved: To hold the 2009 Board Meetings at San Tan Ford, as offered by Angie Gertig (#216) in in November 6, 2008 email.

Resolved: To approve the 2009 Board Meeting Schedule with the revision that the meetings will be held at San Tan Ford, revised copy is attached.

Notation: The Board requested information on whether violations can be sent to homeowners via email.

Resolved: To request resigning Board Members sign a release to grant authority to the Association to change information on outside accounts, i.e., website administration.

Resolved: To remove solar lights from the budget backup, as there are no longer solar lights at the monuments.

Notation: Kent Power will attempt to locate sandwich board signs which were purchased several years ago. Signs will be used to notify members of meeting changes rather than sending notices.

Resolved: To approve a 6.266 percent increase in the management fee for 2009, this will include the fuel service charge.

Notation: Josh Hankinson and Steve Scarlett left at approximately 9:00 p.m.

Resolved: To increase the 2009 assessment to \$155 per quarter per lot with the following changes to the proposed budget supplied by management:

Reduce operating contributions as follows:

- Exterminating from \$7,220 to \$5,000
- Landscape from \$164,400 to \$149,760
- Lighting from \$2,500 to \$1,250
- Pump from \$2,744 to \$2,250
- Self help from \$1,000 to \$500
- Sprinkler Repairs from \$12,000 to \$10,500.

Reduce Supplies contributions as follows:

- General from \$904.90 to \$500
- Landscape – Other from \$160.00 to \$0
- Landscape – Plant/Tree from \$2,000 to \$1,000
- Landscape – Weed Control from \$5,500 to \$0
- Office & Printing from \$6,195 to \$5,000
- Postage from \$6,031 to \$5,000

Reduce Utilities contributions as follows:

- Electricity from \$12,350 to \$12,000
- Water from \$89,000 to \$85,000

Reduce Administration contributions as follows:

- Social Committee from \$500 to \$200

Reduce Professional contributions as follows:

- Management from \$35,115 to \$34,150
- Playground from \$5,380 to \$2,690

Reduce Painting Structural Reserves from \$11,215 to \$10,500

Reduce Recreational Equipment Reserves from \$12,573.50 to \$11,500

Further

Resolved: The difference between the 2009 budget contributions, including the revisions mentioned above, and the maximum allowed assessment of \$155.00 shall be used to reimburse Landscape and Contingency Reserves.

Further

Resolved: To authorize Lepin and Renehan Management to determine how this sum shall be split between Landscape and Contingency Reserves.

Resolved: To approve the 2009 Budget per the attached addendum.

Notation: The topic of administrative charges for website administration was tabled.

Resolved: To approve Allscape Property Maintenance's agreement for monthly landscape maintenance service at a cost of \$12,480.00 per month, effective December 8, 2008.

Further

Resolved: If the agreement with Allscape is accepted, a 30 day notice will be sent to Aztec Landscape Maintenance.

Resolved: To fine in accordance with the Monetary Penalty Policy for parking of Trailers, Boats, Aircraft and Motor Vehicles, as outlined in Article VIII, Section 8.1 (o) of the CC&Rs, only when vehicles are parked in excess of 48 hours.

Resolved: To fine in accordance with the Monetary Penalty Policy for vehicles, as described in Article VIII, Section 8.1 (o) of the CC&Rs, which are constructed, reconstructed or repaired on any Lot, street or Common Area within the Property, and for non-operating vehicles stored or parked so as to be Visible From Neighboring Property, except in the event of an emergency, in accordance with Article VIII, Section 8.1 (o) of the CC&Rs.

Notation: The topic of additional trash cans for common areas was tabled. Tom and Maryann will walk the community to establish the locations and quantity of trash cans needed.

Resolved: To modify the policy for Monetary Penalties for Rules Violations to reflect that enforcement of violations shall be completed as follows:

- The lot file shall be noted when a violation is first observed.
- A postcard notification shall be sent the second time a violation is observed.
- A First Notice violation letter with no fine imposed shall be sent to the homeowner and occupant when a violation is observed a third time.
- A Second, or subsequent, Notice violation letter with fine shall be sent to the homeowner and occupant when a subsequent violation of the same rule occurs within a 6-month period, per the current fine schedule.

- Resolved: That the community manager shall implement the following enforcement standards concerning yard maintenance violations during routine inspections:
- Grass may be 6 inches before considered overgrown.
 - Homeowners are not required to overseed with rye in the winter.
 - No portion of front yard lots may be bare dirt; there must be some type of ground cover year round. Weeds are not considered ground cover.
 - The inspector shall be attentive of weeds and spurge. Letters may be sent when four or more weeds are present.
 - Plantings must be installed and maintained in front side yards on all lots and on the perimeter fence wall on corner lots. If there are no plants on a side yard, owners must submit for architectural approval to pave the side yard to be used as a driveway or for access to the rear yard.
- Resolved: To send a response letter to Birchak (#630) with the following points:
- A recommendation to use Simple Green, Goof Off or barbeque cleaner to clean the fluid stains on the driveway.
 - Enforcement will continue in accordance with the Association's CC&Rs and the policies, procedures and directives of the Board of Directors with the assistance of the management company.
 - Per Article VIII, Section 8.1 (o) of the CC&Rs, no inoperable vehicle may be stored or parked so as to be Visible from Neighboring Property.
 - Per Article VIII, Section 8.1 (v) of the CC&Rs, Vehicles of all Owners, residents, guests and invitees are to be kept in garages, carports, residential driveways.
 - Mr. Birchak is invited to attend future Board Meetings.
- Resolved: To send a letter to Koele (#319) thanking him for his attempts at removing the fluid stains on his driveway and recommending Simple Green, Goof Off or barbeque cleaner to remove fluid stains.
- Further
- Resolved: To note lot file for Lot # 319 that there shall be no enforcement regarding fluid stains until or unless the Board directs management to do so.
- Resolved: To send a response letter to Gertig (#216) advising that the Board of Directors is in the process of developing enforcement guidelines.
- Resolved: To send a response letter to Mr. and Mrs. Seiber (#199) that will encourage them to continue communicating their concerns to the Board of Directors; advise that enforcement will continue in accordance with the Association's CC&Rs and the policies, procedures and directives of the Board of Directors with the assistance of the management company; and notify them that changes have been made concerning the landscape maintenance contractor and improvement is anticipated by the first of the year.
- Resolved: To have Tree Doctors trim the pine branches north of Erie to approximately 5.5 feet off the ground. Manager will authorize payment of the invoice to Tree Doctors once work is completed.

Notation: No action will be taken in response to the letter received from Aztec containing landscape updates and a request for the Board's decision on plants to be installed to replace the removed rosemary plants; no replacement plants will be installed.

Notation: The topic concerning two or more family members serving on committees and the Board will be on the next agenda.

The next board meeting is scheduled for January 8, 2009, at 6:30 p.m.

There being no further business to come before the Board, the meeting was adjourned to Executive Session at 10:31 p.m.

Respectfully submitted,

Christal Crain
Recording Secretary

Steve Scarlett
Secretary