

**GILBERT RANCH HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS OPEN MEETING MINUTES
NOVEMBER 4, 2010**

A meeting of the Gilbert Ranch Homeowners' Association Board of Directors was held on Thursday, November 4, 2010, at San Tan Ford in Gilbert, Arizona, at after the Executive Session Meeting.

Directors Present: Mary Ann Barnhart, Amy Coppolillo, Philip Bashaw, Melanie Baas and Russell Castle

Absent: None

Also Present: Christal Crain of Sentry Management of Arizona, Inc. was also present.

Quorum was established and the meeting was called to order at 7:17 p.m.

After due discussion and upon motion duly made and seconded, the following resolutions were unanimously passed unless otherwise indicated.

Notation: Allscape will be asked to advise when the smart controller(s) will be installed, as it may be advantageous to install a couple in early 2011 before the summer.

Resolved: To approve the minutes of the September 2, 2010 open session Board meeting as written.

Resolved: To accept the Financial Statements dated August and September 2010, subject to audit.

Notation: The Audit Engagement Letter with Ginsburg & Dwaileebe, CPAs LLP was signed.

Notation: The 2011 Annual Recommendations were acknowledged.

Resolved: To approve Safe and Sound Playground's proposal to remove the see-saw from the playground at Tulsa and Rome at a cost of \$640.00.

Resolved: To table review of Arizona Quality Concrete Grinding's proposal to repair possible trip hazards and appoint Russell Castle to walk the community and note areas he believes are a priority.

Resolved: To approve Option 2 of Renovation Solution's proposal to remove the remainder of the wall in the common area at Oakland and Peppertree and replace the entire wall at a cost of \$4,975.00, contingent that they fill the hole in the wall on Galveston and Peppertree at no charge. Melanie abstained.

Notation: Jeff with the Town of Gilbert's Water Conservation Department will be asked to contact Allscape and give direction to reduce water to shrubs and trees as much as possible.

- Resolved: To send a work order to Allscape to physically pull weeds that are growing out of shrubs, rather than trimming them when they trim the shrubs
- Resolved: To send a response to Tree Doctors that the Board disagrees with their account of the history of the tree on the west side of Val Vista, north of Toledo which died in July and the Board respectfully advises that their rejection of the request to reimburse the Association for a replacement tree will be taken into consideration when bidding for 2011 tree trimming.
- Resolved: Not to remove the Palo Brea tree on north side of Toledo, east of Val Vista.
- Resolved: Lot 267 (Clouse) To advise the owner that their house passed the current painting inspection.
- Resolved: To authorize Torrent Resources to clean the bubbler box that is adjacent to the playground at Pony and Rome and to install tabs to secure the grate, at a cost of \$1,125.00.
- Resolved: Lot 334 (Mutolo) Mary Ann Barnhart will draft a response to the owner's 10/26/10 email and send it to the Board for approval.
- Resolved: In response to the email provided by Lot 226 (Hakes), a courtesy letter will be sent to lot 227 (Deodath) about the nuisance caused by the chickens and pig-type animal that are being kept on the lot.
- Notation: Lot Maintenance Expectations/Rules was tabled.
- Resolved: To appoint Amy Coppolillo to the Architectural Committee to fill the position vacated by Lori Hakes Bizette.
- Resolved: To allow front doors to be white.
- Resolved: To revise the enforcement Form Letters to read as attached.

The next meeting is scheduled for January 6, 2011.

There being no further business to come before the Board, the meeting was adjourned 8:11p.m.

Respectfully submitted,


Christal Crain
Recording Secretary

Respectfully submitted,

Amy Coppolillo
Secretary

Gilbert Ranch

Homeowners' Association

7955 S Priest, Suite 105
Tempe AZ 85284-1038
(480) 345-0046
(480) 345-1728 Fax
Website: www.GilbertRanch.com

November 12, 2010

[Owner Name\Mailing Address]

Subject: [Community Name], LOT #[Prop Lot #]
[Prop. Street Address], [Property City-State-Zipcode]
[CCR Summary Description] - Inspection Date: [CCR Creation Date]

Dear Homeowner(s):

We hope you are enjoying your home in [Community Name], and we thank you for your contributions to our community.

It was noted during a routine inspection of the community, that **[CCR Detailed Description]** [CCR Owner Resolution Action]

Please understand that the Board has a duty to enforce the Association's documents. While this is sometimes an unpleasant task, it is necessary to protect the property values and community aesthetics. Therefore, we request that you cure the above violation within **fourteen days** of the date of this letter and maintain your property on a consistent basis.

Please note the following:

- *The CC&R provision(s) violated in this matter are: [CCR Article Cited]*
- *The violation was noted on the inspection date indicated above.*
- *Pursuant to A.R.S. 33-1803, you may request the name of the witness(es) by sending a written response by certified mail to the Association at the address above, within ten (10) business days of the date of this letter. Requests will not be accepted in any other manner, including phone, email or regular mail.*

Arizona law requires the Association to advise you of the following: In accordance with its published Monetary Penalty Policy, the Association imposes fines for properties not brought into compliance in a timely manner or not properly maintained on a consistent basis. Before fines are imposed or legal action is taken by the Board, you have a right to be heard. In order not to waive your right to be heard, please write the Board of Directors at the address above, within fourteen (14) business days to arrange your attendance at the next board meeting. If fines are imposed and they remain unpaid, they will be collected pursuant to the Association's documents. **Please note that management has no authority to waive monetary penalties.** If there are extenuating circumstances which preclude you from taking corrective action by the date requested, or if you feel it was sent in error please respond in writing.

Your prompt attention will be appreciated.

Sincerely,

BOARD OF DIRECTORS, by

Christal Crain CAAM®
Community Manager

cc: File
Occupant (if applicable)
Property Management Company (if applicable)

Gilbert Ranch
Homeowners' Association

7955 S Priest, Suite 105
Tempe AZ 85284-1038
(480) 345-0046
(480) 345-1728 Fax
Website: www.GilbertRanch.com

December 8, 2010

[Owner Name\Mailing Address]

Subject: [Community Name], LOT #[Prop Lot #]
[Prop. Street Address], [Property City-State-Zipcode]
[CCR Summary Description] - Inspection Date: [CCR Creation Date]
NOTICE OF MONETARY PENALTY: \$50.00

Dear Homeowner(s):

It was noted during a routine inspection of the community, that **[CCR Detailed Description]** The need to properly and consistently maintain your property in this regard was brought to your attention in an earlier letter. Because it was not corrected or has recurred, you have been assessed a fine of **\$50.00** which will be attached to your account 14 days from the date of this letter.

If you would like to appeal this fine, you must do so in writing within 14 days of the date of this letter. Your appeal of this fine should be mailed or faxed to your Board of Directors at the address indicated in this letterhead. If you wish to discuss this matter personally with the Board of Directors, please write to the Board at the address above within the same 14 days. **Please note that management has no authority to waive monetary penalties.**

The Board has a duty to enforce the Association's documents, and you have a contractual duty to abide by them. Enforcement is sometimes an unpleasant task, but it is necessary in order to protect property values and community aesthetics.

We are again requesting that you remedy the above violation and maintain your property on a consistent basis, as additional fines will be assessed if this situation is not corrected **within 14 days** of the date of this letter or if it recurs within 90 days. Please note that if not corrected or if allowed to recur, the Board may refer this matter to the association's attorney for enforcement, in which case you may be responsible for all legal fees incurred by the Association.

If there are extenuating circumstances which preclude you from taking corrective action by the date requested, or if you feel this letter has been sent in error please respond in writing.

Your prompt cooperation will be appreciated.

Sincerely,
BOARD OF DIRECTORS, by

Christal Crain, CAAM®
Community Manager

cc: File
Occupant (if applicable)
Property Management Company (if applicable)