



**The Ranch at Prescott
HOA Council Meeting Minutes
January 27, 2011**

ATTENDANCE

Council members in attendance were Dick Tetreault-Unit VII (Chairman), Mike Enders-Unit IV, Kent Robinson-Unit V (Vice Chairman), Billie Powell-Unit II, Russ Parker-Unit III (Secretary-Treasurer) and Rich Muth-Unit VI and Scot Lee-Unit IX. Alternate Council Members in attendance included Rosalie Naigle-Unit IV, Vinny Clark-Unit V, and Maxine Tinney-Unit VII. Also attending was Ruta Norkus, HOAMCO Association Manager and Donna Forster, Minute Taker.

CALL TO ORDER

Chairman Dick Tetreault-Unit VII called the meeting to order at 3:03 p.m. A quorum was established.

APPROVAL OF MINUTES

Motion: Mike Enders-Unit IV moved to accept the October 31, 2010 Meeting Minutes. The motion was seconded by Rich Muth-Unit VI and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the periods ending October 31, 2010, November 30, 2010 and December 31, 2010. December accounting is summarized as follows:

Operating Account CAB	\$ 101,674
MM Account (Operating)	\$ 101,539
CD Operating Accounts	\$ 102,374
Bank Reserve Account	\$ 29,000
Construction Deposit	\$ 22,000
Accounts Receivable Assessments	\$ 4,256

Motion: Kent Robinson-Unit V moved to approve the October 31, 2010, November 30, 2010 and December 31, 2010 Financial Reports, reserving any contrary findings of the annual audit. The motion was seconded by Billie Powell-Unit II and passed unanimously.

PUBLIC COMMUNICATIONS

None

OLD BUSINESS

a. Newsletter –Rosalie Naigle, Unit IV

Rosalie Naigle-Unit IV reported the newsletter was slightly delayed because financials were not received in time, which is normal for year end financial reports. The Member Directories are currently being distributed by Unit. Mike Enders-Unit IV commended Rosalie Naigle, Unit IV for her outstanding work on the newsletters and Directory.

b. Trail Signs and Maintenance- Dick Tetreault-Unit VII

Dick Tetreault-Unit VII reported he had walked the trails and agreed there were only a couple of spots needing repair. Mike Enders-Unit IV and Scot Lee-Unit IX will walk the trails, review areas that are especially rough, primarily around the culverts and make recommendations to the Council at the March meeting. All agreed that putting signs up to deter hikers that were not members of The Ranch was a good idea. Ruta had pictures of the installed signs for Council review.

c. Government Liaison Committee-2011 Legislative Session

1. Kent Robinson-Unit V and Maxine Tinney-Unit VII attended a City meeting regarding "The Shops at Gateway" and reported the response from the 40-50 attendees was generally all positive. The Zoning Commission had approved the site plan, but withheld approval of the sign. Construction begins in April 2011 for Phase I and it won't be finished until September 2011.

2. Dick Tetreault-Unit VII reported there were several bills before the current legislative session that affect HOAs. They include limiting HOA control over public roads and having HOAs register with the state. Maxine Tinney-Unit VII related the road bill was on hold but there were six other bills before the Senate that could affect HOAs. All agreed it was important to attend legislative meetings and periodically look at Scott Carpenter's blog about legislative activities.

After further discussion it was decided a Rules & Regulations ad hoc committee needed to be formed to monitor and take a position on the current bills before the legislature and also review the Ranch's HOA Rules and Regulations and recommend modification where necessary. **Motion:** Maxine Tinney-Unit VII moved that an ad hoc Rules & Regulations Committee be formed, with the Chair to be selected at the first meeting. Scot Lee-Unit IX seconded the motion which passed unanimously. Kent Robinson-Unit V, Maxine Tinney-Unit VII, Dick Tetreault-Unit VII and Scot Lee-Unit IX volunteered to be on the committee.

3. Also discussed was street light enforcement and parking on the streets. Mike Enders-Unit IV volunteered to replace street light bulbs if homeowners were having difficulties replacing them.

NEW BUSINESS

a. Appointment of Unit V Alternate Council Representative

Kent Robinson-Unit V reported the CC&Rs required the Council's approval of an Alternate and therefore, nominated Vinny Clark-Unit V as Alternate. **Motion:** Mike Enders-Unit IV moved to accept Vinny Clark-Unit V as Alternate Council Member. Russ Parker-Unit III seconded the motion which passed unanimously.

b. Rules and Regulations Review

Maxine Tinney-Unit VII reported a clarification was needed on real estate signs and that it was important that the HOA enforce the compliance policies. A noted, particular sign was oversized, 24 X 24 inches, and the homeowner had not been notified, only the agencies. It was decided to notify the homeowner and copy the realtor with a courtesy letter, then follow up with compliance letters if the sign wasn't removed.

c. Firewise

Becoming a "Firewise Community" was discussed, as well as the "pros" and "cons". Since this matter had been discussed in the past and there were still no volunteers willing to take on the responsibility, the Board decided to let the matter drop for the time being.

d. HOAMCO Managers Report – Ruta Norkus

1. Ruta Norkus presented the HOAMCO Monthly Management Report dated October 22, 2010 through January 21, 2011, as provided in the Council packets. Ruta Norkus reported that the HOAMCO holding company, Northern Arizona Investment Group, LLC, was changing it's name to Community Asset Management, LLC, as stated on the letter from Justin Scott dated December 2010, and as found in the Board packet. Ruta requested that the Board approve the name change and allow for the contract amendment with The Ranch. **Motion:** Russ Parker-Unit III moved to accept the name change as stated in Justin Scott's letter of December 2010. The motion was seconded by Kent Robinson–Unit V and passed unanimously.

2. Ruta Norkus discussed funds of \$101K in the Money Market Account and funds of approximately \$130K currently in the Operating Account; Ruta suggested moving funds out of the Operating Account into the CD accounts. **Motion:** Kent Robinson–Unit V moved to transfer \$60K out of the Operating Account and \$75K out of the Money Market Operating Account into two CDs at BNC, one for \$60K and the other for \$75K. Russ Parker-Unit III seconded the motion which passed unanimously.

3. Ruta Norkus noted the "Ranch Motion Log 2010" was included in the Board packet.

4. Ruta questioned if the Board was satisfied with receiving electronic copies of the Board meeting packet. Several members, Billie Powell-Unit II, Russ Parker-Unit III, Mike Enders–Unit IV, Maxine Tinney–Unit VII and Scot Lee-Unit IX preferred paper copies for all but financials and Ruta will note that next month prior to the Board meeting.

FUTURE AGENDA ITEMS

- 1. Legislative Committee will report back next month.
- 2. Trails and Signs will have a report.

ADJOURNMENT

Since there was no further business to come before the Council, a motion was made to adjourn the meeting. **Motion:** Russ Parker-Unit III moved to adjourn the Council meeting at 4:12 p.m. The motion was seconded by Billie Powell-Unit II and passed unanimously. The Board then moved into Executive Council Session.

Respectfully submitted,

Russ Parker, Secretary/Treasurer