



**The Ranch at Prescott
HOA Council Meeting Minutes
January 28, 2010**

ATTENDANCE

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

CALL TO ORDER

Chairman Rosalie Naigle - Unit IV called the meeting to order at 3:07 p.m. A quorum was established.

APPROVAL OF MINUTES

Correction to the November 19, 2009 Meeting Minutes as follows: Under "Old Business", b., second line, change Unit VII to Unit VII. **Motion:** Maxine Tinney – Unit VII moved to accept the November 19, 2009 Meeting Minutes as corrected. The motion was seconded by Russ Parker - Unit III and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the period ending November 30, 2009 and December 31, 2009. December accounting is summarized as follows:

Operating Account CAB	\$ 71,807
MM Account (Operating)	\$ 74,326
CD Operating Accounts	\$ 127,273
Bank Reserve Account	\$ 28,814
Construction Deposit	\$ 16,000
Accounts Receivable Assessments	\$ 2,631

Motion: Joan Petty – Unit I moved to approve the November 30, 2009 and December 31, 2009 financial reports, reserving any contrary findings of the annual audit. The motion was seconded by Russ Parker - Unit III and passed unanimously.

PUBLIC COMMUNICATIONS

No presentations

OLD BUSINESS

Ruta Norkus reported that she had posted the Council meeting agenda by the Tennis Courts and agreed that the agenda for the Council meetings should be posted on the website, which she will do in the future.

a. Web Site – Maxine Tinney, Unit VII

Maxine Tinney – Unit VII distributed a written motion for the Council's review as follows: Be it Moved That: The HOA Council authorizes the following changes to The Ranch at Prescott HOA Website at <http://www.ranchatprescotthoa.org/>.

1) Under the **HOA Organization** tab and **Council/Committees** subtab that *Council Members and Alternates for 2008-2009* be replaced by *Council Members and Alternates for 2009-2010*. (Information as indicated in the January 28, 2010 Agenda, HOAMCO Manager's Report).

2) Under the **HOA Organization** tab and **Council/Committees** subtab that links and linked documents of the *Standing Committees* be removed as soon as possible from the website until updates reflecting the HOA Council approved information is added, with the exception of the *Architectural Committee* which should remain.

3) Under the **HOA Organization** tab and **Budgets & Financials** subtab that the *December 2009 Financial Reports* and *2010 Operating Budget* be added.

4) Under the **HOA Organization** tab and **About HOAMCO** subtab and under the **Contacts** button that *Gaye Morgan* (name and email address) be replaced by *Ruta Norkus* (name and email address) as Community Manager.

5) Under the **Community Info** tab and **Fire Preparedness** subtab that the *Learn to create defensible space* link to *Wildlife Defensible Space Course* for October 2009 and document be removed.

6) Under the **Community Info** tab and **Ranch Evacuation** subtab that a *close button* be added to the *Ranch Evacuation* article so that other **Community Info** subtabs may be accessed.

7) Under the **Newsletters** tab that *named links* reflect the title and date of the Newsletter and that a *link* be added for the pdf. file of the *HOA Newsletter, December 31, 2009* (i.e. All newsletters would be named *HOA Newsletter, December 31, 2009 HOA* rather than *Newsletter Winter 2009*).

8) Under the **Contacts** button the 'secured' *Username* and *Password* be shared by the FatCow Website Administrator with The Ranch at Prescott HOA Community Manager and this information be filed in a safe location in case the website administrator would not be available to respond to requests.

Joan Petty – Unit I suggested that someone needed to be in contact with FatCow website administrator, to maintain the updates. Rosalie Naigle – Unit IV determined that the Association Manager should perform that task in the future.

Motion: Kent Robinson – Unit V moved that the Council approve the requested changes to The Ranch at Prescott HOA Website. Dick Tetreault – Unit VII seconded the motion, which passed unanimously.

b. Newsletter Update – Rosalie Naigle, Unit IV

Rosalie Naigle - Unit IV reported that a member noted an error in the Newsletter, i.e., that he was the first Newsletter editor, instead of Rosalie Naigle – Unit IV. Rosalie Naigle – Unit IV agreed that he was correct and sent the member a letter of apology.

c. Drainage Committee - Dick Tetreault, Unit VII

Dick Tetreault - Unit VII reported that after the last storm the culverts were cleared and water was flowing on December 13, 2009. Due to the latest snowstorm, he expects the water flow to increase; however the barriers seem to be working well.

d. State Trust Land - Dick Tetreault, Unit VII

Dick Tetreault - Unit VII expressed concern over State Trust Land (Glassford Hill and Badger Mountain). After speaking with the new State Land Trust Administrator, Maria Baier, Dick Tetreault – Unit VII discovered that the State does not intend to sell the property but they can “re-lease” State property; the State operates on money that they receive from the leases of property. He also noted that State lands are not public lands and permits are required to enter. In addition, Dick Tetreault – Unit VII noted that Arizona wants to lease State land and requested that the Council be mindful in regards to this issue.

e. The Oaks – Shared Drainage Maintenance - Billie Powell, Unit II

Billie Powell – Unit II reported that the Oaks Annual Meeting will be held on March 6, 2010 at 2:00PM at the Hampton Inn; the cost sharing of the drainage maintenance between the Oaks and the Master Association will be discussed at that time.

NEW BUSINESS

a. Proposed Rule for Tree and Brush Density – Kent Robinson, Unit V

Kent Robinson – Unit V presented a draft copy of *The Ranch at Prescott at Prescott HOA Use Restrictions and Rules Revised* for the Council's review and discussion. He noted that the current CC&Rs give the Association the right to adopt minimum standards for the maintenance of lots and stressed that the Association needed to have clear rules and procedures. Also discussed was the need for legal review of the document. After some discussion, Rosalie Naigle – Unit IV requested that the Council review the draft of *The Ranch at Prescott at Prescott HOA Use Restrictions and Rules Revised* as presented by Kent Robinson – Unit V and be prepared to discuss it at the next council meeting. **Motion:** Russ Parker – Unit III moved that the Council readdress the issue of *The Ranch at Prescott at Prescott HOA Use Restrictions and Rules Revised* at the February Council meeting. Joan Petty – Unit I seconded the motion which passed unanimously.

b. Glass Cleanup and Streets Update – Scot Lee, Unit IX

Scot Lee – Unit IX reported that the glass cleanup is continuing but there will be some glass that the City will be unable to pick up. Rosalie Naigle – Unit IV reported that there had been very good response from the City of Prescott. Scot Lee – Unit IX reported that Lee Blvd. may be rebuilt and the remainder of the roads could be resealed this summer.

c. Sign Violation – Info Tube – Maxine Tinney, Unit VII and Ruta Norkus

Maxine Tinney – Unit VII reported that in 2005, The Ranch turned over the CC&Rs to the Council and that the State of Arizona's sign regulation was in place in May 2007. The Council wrote the amendment to the CC&Rs in August 2008. Scot Lee – Unit IX advised that, since the property is for sale the Tube should be allowed until the property sells or is re-listed. Joan Petty – Unit I reported that the real estate signs were falling over due to the wet ground and suggested that the Council wait a month or two, until the ground dries out, before citing property owners.

d. D & O Liability Endorsement – Dick Tetreault, Unit VII

Dick Tetreault – Unit VII expressed concern regarding the Council coverage under The Ranch's insurance; it excludes bodily injury and property damage. Dick Tetreault – Unit VII suggested that discussion about the policy with a broker would be beneficial. Ruta Norkus will schedule a call with Dick Tetreault – Unit VII and the broker and the recommendations will be brought to the next Council meeting.

e. The Oaks Annual Meeting – Billie Powell, Unit II

Billie Powell – Unit II reported that the Oaks Annual Meeting will be held on March 6, 2010 at 2:00 PM at the Hampton Inn.

f. HOAMCO Management Report – Ruta Norkus

Ruta Norkus presented the HOAMCO Monthly Management Report dated November 12, 2009 through January 20, 2010, as provided in the Council packets, with highlights as noted:

1. Ruta Norkus reported that the response to "How does HOAMCO receive and disseminate info about legislation?" was included in this month's report.
2. Maxine Tinney – Unit VII suggested the community volunteers from the watershed Improvement council not be allowed to collect data at the Ranch. Ruta Norkus is to contact them and let them know The Ranch has not agreed to allow them to collect data from the streams and culverts on the Ranch's property. Scot Lee – Unit IX noted that the Watershed Improvement Council volunteers would be trespassing if they went on homeowners' properties to collect information. **Motion:** Maxine Tinney – Unit VII moved that Ruta Norkus call Anna Richardson to state that trespassing is not allowed on The Ranch properties. The motion was seconded by Joan Petty – Unit I and passed unanimously.
3. A question was raised regarding whether or not visitors are allowed to park on the streets. The Council reported that visitors are allowed to park on the streets for a maximum of 48 hours. Rosalie Naigle – Unit IV reported that an article will be put in the next newsletter regarding on-street parking.
4. A question arose regarding the square footage allowed for homes: if lots previously sold were "grandfathered in" and exempt from the square footage restrictions. Maxine Tinney – Unit VII reported that the 2005 "CORRECTED FIRST AMENDMENT TO SECOND AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR THE RANCH AT PRESCOTT Article 5, Section 5.10.1 Minimum Square Footage Requirements" was a legal change to the minimum square footage. And further, according to the September 28, 2006 Minutes of the Homeowners Association's Annual Meeting, Bob Balzano (then HOAMCO Community Manager) advised that the revision to the CC&R's was mailed to all lot Owners at that time (2005).

FUTURE AGENDA ITEMS

1. Ruta Norkus reported that she and Rosalie Naigle – Unit IV will be performing a Compliance Inspection on February 10, 2010 at 10:00 AM and that they will begin inspections two times a month beginning in March 2010. Three people are needed per inspection: a driver, a note taker and a map reader.
2. Ruta Norkus requested that any items that need to be included on the agenda for the Council meetings be received by her on Wednesday, a week before the Council meeting.

A question arose regarding how neighbors (property owners) can find out who is building and what is being built next to their property. Scot Lee – Unit IX reported that, until a permit is obtained, the information is often unknown, but that he will give the information to anyone who calls, if it is available to him.

ADJOURNMENT

Since there was no further business to come before the Council, Rosalie Naigle, Chairman – Unit IV called for a motion to adjourn the meeting at 4:28 PM.

Respectfully submitted, _____ Dick Tetreault, Secretary / Treasurer