



**The Ranch at Prescott  
HOA Council Meeting Minutes  
March 24, 2011**

**ATTENDANCE**

Council members in attendance were Dick Tetreault-Unit VII (Chairman), Kent Robinson-Unit V (Vice Chairman), Russ Parker-Unit III (Secretary-Treasurer), Mike Enders-Unit IV, Dion Mannen-Unit VII and Scot Lee-Unit IX. Alternate Council Members in attendance included Rosalie Naigle-Unit IV, Vinny Clarke-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 3:10 p.m. A quorum was established.

**APPROVAL OF MINUTES**

**Motion:** Kent Robinson-Unit V moved to accept the January 27, 2011 Meeting Minutes and Executive Meeting Minutes. The motion was seconded by Mike Enders-Unit IV and passed unanimously.

**APPROVAL OF FINANCIALS**

The Council reviewed the Financial Reports for the periods ending January 31, 2011 and February 28, 2011. February accounting is summarized as follows:

Operating Account CAB	\$ 25,356
MM Account (Operating)	\$ 66,619
CD Operating Accounts	\$ 237,375
Bank Reserve Account	\$ 29,024
Construction Deposit	\$ 22,003
Accounts Receivable Assessments	\$ 6,643

**Motion:** Kent Robinson-Unit V moved to approve the January 31, 2011 and February 28, 2011 Financial Reports, reserving any contrary findings of the annual audit. The motion was seconded by Mike Enders-Unit IV and passed unanimously.

**PUBLIC COMMUNICATIONS**

Mike Enders – Unit IV reported he and Kent Robinson–Unit V met with Councilwoman MaryAnn Suttles and Laurie Hadley, acting City Manager and were informed that the money used for the Antelope Hills golf carts was not depleting the funds for road repair; available funds had been appropriated from this year's budget and the costs would be budgeted for next year. Mike Enders–Unit IV also noted that Lee Boulevard was still on the list for roads needing repairs although it was not clear whether that means FY2012 or FY2013. Laurie Hadley will find out where Lee Boulevard is on the list of priorities and let Mike Enders-Unit IV know. Once that information has been obtained, Mike Enders–Unit IV will see that an article about the future repairs to Lee Boulevard gets in the newsletter.

Scot Lee-Unit IX distributed a three page handout of maps of "Prescott Gateway SWC Highway 69 and Lee Boulevard" dated 3/9/2011 for the Council's review. Scot Lee-Unit IX proposed that the HOA lease land at that corner that belongs to The Ranch to the owners of Red Development so that the HOA wouldn't have to maintain it. **Motion:** Kent Robinson–Unit V moved to lease the part of the ½ parcel that contains the monument sign, per the drawing dated 3/9/2011. Mike Enders–Unit IV seconded the motion which passed unanimously.

## **OLD BUSINESS**

### **a. Newsletter –Rosalie Naigle, Unit IV**

Rosalie Naigle-Unit IV reported that, in an effort to keep costs down, the March and June newsletters will be kept to four to six pages and information will be included to try and get more owners to receive future newsletters via email. The September and December editions of the newsletters are planned to be six to eight pages. The deadline for articles for the March newsletter is 4/1/11. Dion Mannen-Unit VII noted the Pinyon tree scale is worse and although there is information on the website, Dick Tetreault-Unit VII will include information about the Pinyon scale in his article for the newsletter. Ruta Norkus will also include information about the Pinyon scale in the letter about weed abatement to the homeowners.

### **b. Trail Review Report- Mike Enders–Unit IV and Scot Lee-Unit IX**

Mike Enders–Unit IV and Scot Lee-Unit IX walked the common area trails and saw the need to stabilize several areas that have been washed out. Ruta Norkus will get bids for the work, including one from Jonny's Landscaping. Mike Enders–Unit IV will meet with Jonny's to explain the work needed. If the bids obtained are within the budget, the committee will proceed with having the work performed.

### **c. Government Liaison Committee-Update**

1. City government liaison report was provided earlier by Mike Enders–Unit IV
2. Dick Tetreault-Unit VII reported there were twenty two bills before the current legislative session that affected HOAs and about half are dead. One or two would benefit HOAs and the rest are seen to be detrimental to HOAs. The bill to eliminate HOA restrictions with regard to parking on HOA roads is dead. Another bill would allow a homeowner with a complaint to take it to an administrative law process, which would be at the Commission Office in Phoenix. It would make it easier for disenchanted homeowners to file a complaint and would be a less expensive process. Since the legislative voting will be completed within a month, Maxine Tinney–Unit VII encouraged members to send letters to Andy Tobin and Karen Fann to protest any bills that would be detrimental to HOAs. Maxine Tinney–Unit VII passed around the document "Bills and Links" dated 3/4/11 for the council's review.

3. Maxine Tinney–Unit VII reported the Signage Policy was available on the website and read from “House Bill 2609” about the signage. It was noted that the type of sign posts used could be regulated and it was decided to table the discussion until more information could be obtained.

## **NEW BUSINESS**

### **a. Compliance Inspection Process Review**

Dick Tetreault-Unit VII noted that in the 20 miles of roadway in The Ranch, about 50 out of 500 street lights were not on, which presented a safety issue. The “Proposed Street Light Rule-A” in the Council packet was discussed and it was recommended that a compliance check of street lights be performed by two people on a semi-annual basis. **Motion:** Russ Parker-Unit III moved to adopt the “Proposed Street Light Rule-A” as presented. Kent Robinson–Unit V seconded the motion which passed unanimously. Several changes to the proposed rule were suggested and the motion was amended to include the following. **Motion:** Kent Robinson–Unit V moved to replace the “40-60 watt” verbiage with “25-40 watt” and to change “not recommended” under the “\*” to “discouraged.” Russ Parker-Unit III seconded the motion which passed unanimously.

### **b. Landscape Contract Weed Abatement – 2011 – Ruta Norkus**

Ruta Norkus presented the “Annual Road “Right-of-Way” Weed Abatement Program” letter and Form dated March 28, 2011 in the Council packet for their consideration. The Council unanimously approved of the letter and form.

### **c. HOAMCO – Transition to Electronic filing – Ruta Norkus**

Ruta Norkus presented a letter in the Council packet from HOAMCO, dated March 1, 2011 and signed by Judy Smeltzer, COO, regarding the HOAMCO electronic filing system and HOAMCO’s Record Retention Schedule by Type of Record, for the Council’s consideration. The Council unanimously agreed to HOAMCO’s implementation of this procedure.

### **d. HOAMCO Managers Report – Ruta Norkus**

Ruta Norkus presented the HOAMCO Monthly Management Report dated January 22, 2011, through March 17, 2011, as provided in the Council packets. Ruta Norkus questioned whether or not the Council wanted to continue with the landscape maintenance contract with Jonny’s Landscaping, whose prices had remained the same, or go out for additional bids. The council agreed that Jonny’s provided dependable and conscientious service. **Motion:** Kent Robinson–Unit V moved to keep Jonny’s services/maintenance contract for another year. The motion was seconded by Russ Parker-Unit III and passed unanimously.

## **FUTURE AGENDA ITEMS**

1. Standardizing sign frames

## **ADJOURNMENT**

Since there was no further business to come before the Council, a motion was made to adjourn the meeting. **Motion:** Kent Robinson–Unit V moved to adjourn the Council meeting at 4:15 p.m. The motion was seconded by Russ Parker-Unit III and passed unanimously.

Respectfully submitted,

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Russ Parker, Secretary/Treasurer