



**The Ranch at Prescott
Homeowners Association
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August 23, 2007
HOA Council Meeting Minutes**

Council Members in attendance were: Dion Mannen – Unit VII-A, Russ Parker – Unit III, Robert Tinney – Unit VII-B, Scot Lee – Unit IX, Ron Knudsen – Unit VI, Jan Aldridge – Unit II, Phil Alvarado – Unit I, Mike Enders – Unit IV, Kent Robinson – Unit V. Six alternate members/homeowners were in attendance. Also in attendance were Gaye Morgan, Association Manager and Judy Connick, recording secretary from HOAMCO.

Approval of Minutes

Dion Mannen called the meeting to order at 3:00 PM. A quorum was established and Mr. Mannen called for a motion to approve the July 26, 2007 meeting minutes. Ron Knudsen moved to approve the minutes. Kent Robinson seconded the motion and there being no further discussion the minutes were unanimously approved.

Approval of Financials

Dion Mannen called for a motion to approve the Financials ending July 31, 2007 Phil Alvarado moved to approve the Financial Report, reserving any contrary findings of the annual audit. The motion was seconded by Mike Enders and unanimously passed.

Public Communications

Dion then opened the floor to public communications from the audience.

Concern was expressed about the existence of mud in the streets. It was noted that this issue was on the agenda under new business and would be discussed during this portion of the meeting.

Future Agenda Items

Dion then inquired if anyone had any issues that they wanted to place on the agenda for a future meeting. No issues were brought up at this time.

Old Business

a. Web Site Update – Phil Alvarado

Phil Alvarado advised that he was currently making all the changes required on the web site and that the site was currently receiving approximately ten hits per day. Phil indicated that he was looking into making the site interactive. He also advised that he was still looking for someone to take over the responsibility for updating the web site.

b. Proposed Reserve Fund Limits – Kent Robinson

Council member Kent Robinson suggested the Council consider setting a limit on the Reserve Fund account. He noted that the reserve fund was currently at approximately \$29,200.00. Bob Tinney suggested that this issue be addressed while setting the 2008 budget. Russ Parker added that the two operating accounts should be reviewed. Kent suggested that they cap the reserve fund at approximately \$30,000.00 and recommended that they hold the matter for the newly elected Council. The Association Manager Gaye Morgan advised that she would confer with the HOAMCO accounting department regarding this matter and report back on their recommendations. Russ Parker suggested that the listed as a future agenda item.

New Business

a. Cleaning of the Culverts – The Oaks – Unit V

Gaye reported that the recent storm had cleaned one of the culverts and partially cleared out a second culvert. Prior to the storm two bids to clean out the culverts had been submitted; one from Dean Wolrat for \$7,669.61 and one from Jonny's Tree Service for \$2,650.00. Jan Aldridge suggested that new bids be obtained. Scott Lee advised that he will review the matter and report back at the October meeting. The matter was designated as a future agenda item.

b. Mud in the Streets – Ray Loome

The problem with mud in the streets was addressed by Ray Loome. He reported that the problem affected the entire community; but was worse in Units V, VI, and VII and was especially bad at the corner of Rainbow Ridge and Lee Blvd.

Ray advised that the problem had been reported to the City of Prescott. It was noted that part of the problem was caused by no drainage ditches on undeveloped properties. It was important that the ditches be put in and maintained. Scot Lee advised that it is the City of Prescott's responsibility to clean out and maintain the drainage ditches. He reported that 8 to 11 feet beyond the curb is City property. Scott also reported that he believed that most of the dirt and mud is coming from the water tank area. Phil Alvarado advised that he could contact the city and follow up with Gaye.

c. New For Sale Sign Law – Scot Lee

Scot Lee advised that the new For Sale sign law that goes into effect on September 19th and allows 18 x 24 foot signs plus an additional 6 x 24 inch sign rider. He reported that there is no restriction on height or location except that the sign must be on the owners property. He indicated that he felt there would be a For Sale sign on every vacant lot and all different colors and styles. Representative Lucy Mason who resides in The Ranch was contacted and it was reported that she was receptive to sponsoring legislation to amend the new law. Scot suggested that they ask her to speak at the Annual Meeting and address the issue. Bob Tinney suggested that they get the different homeowners associations in the area to lobby for a change in the law. It was decided to add the issue to the general meeting agenda. It was suggested that a special mailing be done to address the new For Sale Sign law. Phil suggested that Dion Mannen prepare an article for the newsletter and web site.

d. Vendor Policy Cap – Russ Parker

Russ Parker suggested that a cap be set on vendor estimates, allowing the Association Manager to authorize no more than 10% above an estimated bid without special approval of The Ranch's Council members. It was noted that a firm bid price was preferred.

Kent Robinson moved that bids cannot exceed the price of the estimate without approval of the council, however the Association Manager may authorize up to 10% over the bid amount. Russ Parker seconded the motion and it was unanimously approved.

e. Refurbishing of the Picnic Tables at the Tennis Courts – Gaye Morgan

Gaye reported to the Council the picnic tables near the Tennis Courts were in bad shape and needed to be refurbished or replaced. She also advised that the funds for this would come from the Reserve Fund. Scott Lee suggested that a Landscape plan be obtained and a picnic area be created. Bob Tinney indicated that he would like to make the area an attractive and beautiful picnic location. It was suggested that Gaye secure a bid to replace three tables and refurbish the area.

Russ Parker moved to authorize the Association Manager to get a bid on replacement of the tables and refurbishment of the area. The motion was seconded by Bob Tinney and unanimously approved.

g. Letter from Chuck Kinney – Gaye Morgan

Gaye presented the board with a letter and subsequent emails from homeowner Chuck Kinney regarding run-off dirt on lots 422 and 423 and three 12 inch blocked drainage pipes under the Ranch Trail behind these lots. Mr. Kinney advised that had Mile High Excavation coming out to clear the drainage between the two lots and was requesting the Council authorize one hour at \$85.00 per hour to have the trail corrected and the drainage pipes cleared. Mike Enders

moved to approve the expenditure. After some discussion the motion was set aside.

h. HOAMCO Managers Report – Gaye Morgan

Gaye Morgan summarized the Manager's report provided in the Council's information package

Weed abatement in Rights of Way – Gaye reported Jonny's Tree Service has completed the first cutting. A second cutting will start the end of August. Gaye advised that the dead tree in the wash and a dead pine near the tennis courts has been removed. The trail and a ten foot area above the tennis courts have been cut.

Prescott Fire Department Hazard Survey

The results of the survey done by the Prescott Area Wildlands/Urban Interface Commission are in the process of being mailed. Gaye indicated that at the time of the meeting 213 of the 400 survey results had been mailed. She advised that questions about the survey should be directed to Jeremy Brinkerhoff with the Fire Department. Gall also advised that the University of Arizona would be presenting a Fire Management Course on September 24, 2007 and highly recommended the course. She was requested to add the information about the course to the special mailing be done regarding the For Sale signs. Gaye indicated that this would be done.

Monument Signs and retaining wall refurbishing

Refurbishing and sealing the retaining walls and Monument signs have been completed by Robert Hillart.

Self Help

Self-help began approximately July 20, 2007 and is now completed.

Meeting with City of Prescott

Gaye reported that she along with Scot Lee, Dion Mannen met with the City Engineer, Jerry Jacks regarding responsibility of the City to maintain control of drainage and flood diversion channels through the Ranch. Mr. Jacks advised that he would send a letter stating that the City is responsible for the maintenance of the drainage and flood diversion channels in all Units except Unit IX. Gaye advised that she was advised by the City that Mr. Jacks is no longer employed with them, and Gaye is working to get a letter from his successor stating the Cities responsibility for The Ranch's drainage and flood diversion channels.

Financial Report – Gaye handed out the audited Financials to the Council for their review. The Financials as of June 30, 2007 is as follows.

Desert Hills Bank Operating	\$100,779.79
Desert Hills Bank Operating Money Market	106,144.95
Desert Hills Bank Reserve	29,246.75

Accounts Receivable Assessments

1,375.00

Year End Financials for 2006

Gaye requested that the Council approve the Year End Financials for the period ending December 31, 2006. Mike Enders moved to approve the Year End Financials, subject to audit. The motion was seconded by Kent Robinson and was unanimously approved.

Adjournment

The next council meeting will be the Annual Meeting held on September 27, 2007 at 3:00 PM at the Yavapai College Performance Hall.

There being no further business before the council, Mike Enders moved to adjourn the meeting. Russ Parker seconded the motion and it was unanimously approved. The meeting adjourned at 4:35 PM.

Respectfully submitted,

Phil Alvarado, Secretary