



**The Ranch at Prescott
HOA Council Meeting Minutes
January 23, 2014**

ATTENDANCE

Council Members in attendance were Kent Robinson-Unit V, Billie Powell-Unit II, Russ Parker-Unit III, Mike Enders-Unit IV, Will Hansen-Unit VI, Dick Tetreault-Unit VII and Terry Madeda-Unit IX. Alternate Council Members in attendance were Jim Lundquist-Unit II and Scot Lee-Unit IX. Also attending were Tim Graves, HOAMCO Association Manager and Donna Forster, Minutes Taker.

CALL TO ORDER/ESTABLISH A QUORUM

Council Chairman Kent Robinson-Unit V called the meeting to order at 3:03 pm. A quorum was established.

APPROVAL OF MINUTES

The October 24, 2013 Meeting Minutes and October 24, 2013 Executive Meeting Minutes were approved as submitted.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the period ending 10/31/13, 11/30/13 and 12/31/13. December accounting is summarized as follows:

Operating Account AAFS	\$ 89,096
Metro Bank MM Account (Operating)	\$ 241,840
AAFS Reserve MM Account	\$ 55,914
AAFS Operating MM	\$ 54,283
Construction Deposit MM	\$ 21,000
Accounts Receivable Assessments	\$ 3,350

Motion: Mike Enders-Unit IV moved to approve the 10/31/13, 11/30/13 and 12/31/13 Financial Reports as presented, subject to audit. The motion was seconded by Will Hansen-Unit VI and passed unanimously.

PUBLIC COMMUNICATIONS: none

OLD BUSINESS

a. Newsletter: Tim Graves reported the December 2013 newsletter was distributed to all HOA members in mid-January. In the future, when Tim emails the newsletter, he will put himself as the recipient and all others will be on the "bcc" (blind carbon copy) line.

NEW BUSINESS

a. Request for Utility Easement at Common Area Lot M54: Scot Lee-Unit IX reported that Mystic Heights, Unit IX, east side, has a drainage easement, however, ten additional feet are needed for a utility easement. The ten feet will be coming off of Scot's property and Scot is not requesting any compensation, only that the HOA grant the utility easement to the City. **Motion:** Russ Parker-Unit III moved that a utility easement be granted from the HOA to the City for the east side of Lot 54 in Mystic Heights down the east side of Tract A, with the legal Easement Description as follows. Billie Powell-Unit II seconded the motion which passed unanimously.

"Beginning at the Northeast corner of said Tract "A", being a point on the South right-of-way of Bar Circle A, a public right-of-way; Thence, South 01 degrees12'47" West, 426.43 feet to the Southeast corner of said Tract "A"; Thence, North 82 degrees28'20" West, 20.12 feet to a point on the South line of said Tract "A"; Thence, North 01 degrees12'47" East 211.89 feet to a point on the South line of said Lot M54; Thence, continuing North 01 degrees12'47" East, 213.45 feet to a point on the North line of said Lot M54 and the South right-of-way of Bar Circle A: Thence, south 85 degrees33'37" East, 20.03 feet to the POINT OF BEGINNING." (From a document dated October 31, 2013, 13-279, Nexus Southwest, LLC Registered Land Surveyors, provided by Scot Lee-Unit IX). Scot also distributed two documents to the Council at the meeting: a drawing, "Exhibit to Accompany Easement Description The Ranch at Prescott Unit IX, Mystic Heights" from Nexus Southwest, LLC, dated 10/31/13 and a colored, aerial view map (Parcel Report 103-44-120B) from the City of Prescott of sites 243, 273, 276 and 277 Lee Boulevard.

b. Political Sign Policy Review: Kent Robinson-Unit V distributed emails from Maxine Tinney regarding the possible need for an HOA political sign policy. After a discussion, it was agreed that the State, then City statutes would apply and the HOA is not responsible for enforcing the State or City statutes; and the State, municipal or local laws would take precedence over any policies/rules written by the HOA, as noted in Section 9.9.2 of the CC&Rs.

Scot Lee-Unit IX reported he had taken down all of the "No Hunting" signs, per an email he had received. Kent Robinson-Unit V requested a copy of the email and the topic will be discussed at the next meeting.

c. Street Evaluation Proposal Update: The Council received the final report dated 1/16/14 from SWI Engineering regarding the evaluation and status of the streets in The Ranch. The report was distributed at the Council meeting and was included in the Council packet. It was noted that SWI has credibility with the City, since they have performed work for them in the past, and that the report should help in having the City recognize the need for improvements for the streets in The Ranch. The next step will be meeting with the City.

d. Firewise Update/Priority List: Dick Tetreault-Unit VII reported that the Firewise clearing planned along Lee Boulevard was delayed due to complaints from owners along the affected areas of Lee Boulevard, who expressed concern regarding the possible noise and views from the road. The matching grant funds planned for the clearing expired at the end of 2013. However, courtesy letters were sent to all owners of the affected area, explaining that only ladder fuels, low brush and dead plants would be removed and no owners have objected thus far. Dick Tetreault-Unit VII has received verbal notice that the matching grant money will be available in 2014 and the Firewise clearing is planned to be done. Dick distributed a brochure entitled "Wildfire Safety" as a guide to preparing for a wildfire. Dick also noted that the Firewise committee needed to be approved by the Council. **Motion:** Mike Enders-Unit IV moved to approve an HOA committee entitled "Firewise Committee". Billie Powell-Unit II seconded the motion which passed unanimously. **Motion:** Mike Enders-Unit IV moved to nominate Scot Lee-

Unit IX as Chairman of the Firewise Committee. Billie Powell-Unit II seconded the motion which passed unanimously. Dick Tetreault-Unit VII also volunteered to be on the committee with Scot. Scot Lee-Unit IX expressed concern that the area to be cleared would open residents to noise and view from the road and that fire hydrants were placed to handle a fire in the area. It was agreed that the clearing will be conservative and only what is absolutely necessary will be removed. The HOA will be cautious as to how they proceed and this information will be communicated to the vendors clearing the brush.

e. Dead Tree Policy: It was noted that it is sometimes difficult to determine if a tree is dead or not, unless it is lying on the ground, without an opinion from an arborist. Terry Madeda–Unit IX suggested that when the HOA sends a letter to the owner of the property requesting removal of a dead tree, if the owner can provide an expert opinion that the tree is not dead, the tree removal will not be required. The Council agreed by consent.

f. Signage at Mystic Heights: Scot Lee-Unit IX noted a triangular space on the North side, next to the trail easement, where a sign could be placed. Scot Lee-Unit IX and Terry Madeda–Unit IX will check on the easement requirements, have a proposal for the sign and will be prepared to request funding at the next meeting.

g. Election of Firewise Chair/Committee: Previously discussed under “d.”

h. Entrance Sign: Scot Lee-Unit IX is waiting for the permit to install the wall near the entrance sign, although the landscaping has been prepared for the sign. Scot has contacted a sign company who will put the bronze letters back on the sign and will obtain an invoice from Bullwhacker at the completion of the entrance sign.

HOAMCO MANAGERS REPORT

Tim Graves presented the HOAMCO Monthly Management Report dated October 19, 2013 through January 16, 2014, as provided in the Council packets.

FUTURE AGENDA ITEMS

a. Hunting Signs

b. Signage at Mystic Heights: Proposal and easement requirements

NEXT COUNCIL MEETING: March 27, 2014, 3:00 pm at HOAMCO

ADJOURNMENT: The Council meeting adjourned at 4:13 pm.

Respectfully submitted,

Mike Enders, Secretary/Treasurer