

**The Ranch at Prescott
Homeowners Association
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**January 26, 2006
Meeting Minutes**

Council Members in attendance were: Phil Alvarado – Unit I, Jan Aldrich on behalf of Billie Powell – Unit II, Russell Parker - Unit III, Mike Enders – Unit IV, Ken Robinson – Unit V, Ron Knudsen - Unit VI, Dion Mannen - Unit VII-1, Robert Tinney - Unit VII-2 and Scott Lee - Unit IX. Approximately 25 homeowners were in attendance.

Kent Robinson called the meeting to order at 3:00 p.m. A quorum was established.

Kent Robinson called for a motion to approve the minutes of the November 17, 2005 meeting. Dion Mannen moved to approve the minutes; the motion was seconded and unanimously carried.

Old Business:

Mr. Robinson addressed the council and audience regarding discussion of agenda items, stating that 2 to 4 minutes would be allotted for discussion after the council had reviewed the items.

Manager's Report

Deborah Belzano presented the management report. A copy is attached to these minutes. Deborah reported that although Jim Lee is no longer a part of the Association and not required to pay annual dues, he voluntarily paid \$125.00 as he feels he is benefited by the Association.

Deborah provided the financial report ending December 31, 2005 as follows:

Desert Hills Operating Account:	\$ 52,619.56
Desert Hills Operating MM	\$101,203.48
Construction Bond MM	\$ 15,066.66
Tennis Group MM	\$ 4,025.29

Ray Loome inquired about the amount of money in the construction bond account. Deborah Belzano explained the monies in this account are turned back over once the homes are completed and approved. Scott Lee explained that this account only represents construction starts since HOAMCO took over the management of The Ranch.

Deborah reviewed the weed abatement program. A copy of the policy has been mailed to all members. In summary, notices are sent out to lot owners allowing them 30 days to respond. If no response is received, the Association will clean up the lots and bill the owner's account.

During open discussion, it was brought to the councils' attention that Lot 130 and the property located at 3066 Rainbow Ridge need to be cleared of weeds. Deborah will look at these properties and see that the owners have been notified. Additionally, Scott Lee will look at the property boarding the Hampton Inn.

HOA Directory Proposal

Ray Loomer presented his proposal for the development of a HOA Ranch directory. Mr. Loomer recommended that the directory contain the following information:

- HOAMCO and HOA contacts, positions, names and telephone numbers.
- Important (emergency) telephone numbers
- Committee contacts, names and telephone numbers
- Resident names, addresses, telephone numbers and email addresses
- Street guides by units and lot numbers.
- Crime Alert Information

Discussion was held on the various costs of production and style. Any money collected from the residents would be obtained at the time of delivery of the directory.

Ray Loomer requested that the council solicit volunteers from their respective units to go door-to-door with forms to collect the information residents would like placed in the directory.

Deborah Belzano requested that copies of the forms be kept in the respective resident's files at HOAMCO.

Mike Enders moved that authorization be given to Ray Loomer to proceed with putting together a committee to deliver a directory for the use of the residents at a cost not to exceed \$4.00 per book. Rob Tinney seconded the motion and it was unanimously carried.

HOA Web Site Development

Phil Alvarado presented his report on the development of a web site in order to provide timely information to the homeowners. A sample of the web page was provided to the council for review as well as a breakdown of the costs expended to date (\$529.74) and the maximum total costs at completion (\$1,229.74).

Discussion was held on the content of the site. Overall the outline as presented was excellent. Robert Tinney expressed concern over publishing the minutes of the council

meetings before finalization. Dion Mannen suggested that the draft minutes should only go to council and alternates until finalized. Deborah Belzano advised that the minutes should not be distributed until finalized.

Russ Parker moved that the council approve, with the exception of the draft minutes, the content of the web site and that the committee move forward with implementation. Dion Mannen seconded the motion and it was unanimously carried.

Attendance Policy

Kent Robinson explained to the council that The Ranch policy states that if a council member incurs three unexcused absences, the council may vote to have that member removed. Mr. Robinson also explained however, that state law mandates that to remove a council member the general membership must vote to have him removed.

Mike Enders requested clarification of what was considered to be an unexcused absence. Discussion was held. It was determined that council members should let Deborah Belzano know whether they were unable to attend. Additionally, it was determined that there are enough council members and alternates to conduct HOA business as needed. Any person no longer wishing to participate as a council member would resign and the council would deal with the issue should it arise.

Weed Abatement on COP Property

Kent Robinson reported that a letter was sent to Steve Norwood at the City of Prescott requesting the City to cut the weeds on its property boarding The Ranch. The City's response was basically to get in line with everyone else.

Doin Mannen stated that he is a proponent of leaving a good paper trail as is Russ Parker but both believe this issue needs to be taken care of soon. The dry weather and the abundance of weeds are causing a fire hazard. Mike Enders expressed concern over any liability the HOA would have in going onto city property. Rob Tinney also felt this need to be taken care of sooner rather than later.

Deborah Belzano has provided the council with three bids for its consideration.

New Business

Flag Display Policy

Deborah Belzano presented the council with three samples of flag policies for its review and consideration.

Russ Parker expressed concerns with making any policy too restrictive and looking at what already exists. Doin Mannen questioned whether this was an issue to be dealt with in the ARC.

After a lengthy discussion, which included audience participation, the issue was tabled for now in lieu of the federal law and an opportunity for the council to review existing flag displays.

Assessment Collection Policy

Deborah Belzano presented the council with an Assessment Collection Policy for its review and consideration. It was explained that delinquent assessments can create a cloud on an owner's property by filing a lien. The current assessments are \$125.00 per lot owned even if vacant.

After discussion, Dion Mannen moved that the council accept the Assessment Collection Policy as written. Robert Tinney seconded the motion and it was unanimously carried.

It was suggested that Deborah include a summary of the Policy with the annual billing to all HOA members.

Standing Committees

Kent Robinson presented the council with a proposal for five standing committees and two ad hoc committees for consideration.

Standing Committees:

- Architectural Committee
- Finance and Budget Committee
- Government Liaison Committee
- Communications Committee
- Maintenance Committee

Ad Hoc Committees:

- Ranch Directory Committee
- Ranch Web-site Committee

The Finance and Budget Committee, Communications Committee and the Maintenance Committee are new proposed committees. Some of the needs of the proposed committees are being addressed through the ad hoc committees at this time. Ray Loome is the chair of the Ranch Directory Committee, Phil Alvarado is the chair of the Web-site Committee and Kent Robinson is the chair of the Government Liaison Committee. Mr. Robinson asked for volunteers to chair and/or work with these committees.

Mike Enders suggested that the Maintenance Committee include the monitoring of absentee owner and rental properties as a part of its duties.

Other Business

It was suggested that a clean copy of the CC& R's be obtained for posting on the web site. Discussion was held regarding retyping the CC&R's and the issues involved. Phil Alvarado volunteered to check with the Yavapai County Recorder to see if a better copy of the original was available.

Ray Loomer asked where in the CC&R's dog runs and fences were addressed. Deborah Belzano responded - §3.12. Mr. Loomer inquired whether fences were allowed. Scott Lee stated that fences have always been allowed as long as they were compatible with the material and color of the house. The fence must start at the house and end at the house.

Discussion was held regarding barking dogs. Deborah Belzano suggested that the members call the animal control and/or the police department.

Discussion was held on the election procedure and whether it was correctly executed, i.e., giving all lot owners an opportunity to run for the council. Robert Tinney addressed the fact that at the time the Association was turned over, they were trying to get the process set up for the elections within the guidelines of the CC&R's.

Joe Pendergast questioned the council on the criteria to run for the council. Rob Tinney responded stating that anyone who is a property owner may run for council. Mr. Pendergast questioned whether Scott Lee did in fact own property in The Ranch prior to August 31, 2005. Scott Lee stated that he does own property in Mystic Heights. Kent Robinson has requested that Deborah Belzano research the ownership issue and report back to the council.

An additional issue discussed was staggered elections. Kent Robinson stated that at this time the Bylaws do not call for staggered elections.

The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Phil Alvarado
Secretary