



**The Ranch at Prescott  
October 23, 2008  
HOA Council Meeting Minutes**

**ATTENDANCE**

Council Members in attendance were: Kent Robinson – Unit V, Scot Lee – Unit IX, Doug McArthur – Unit VI, Billie Powell – Unit II, Rosalie Naigle – Unit IV, Russ Parker – Unit III, Joan Petty – Unit I, Dick Tetreault – Unit VII, Henry Lenhart – Unit VII. Seven alternate members/homeowners were also in attendance. Also attending was Gaye Morgan, Association Manager, and Judy Connick, Recording Secretary.

**CALL TO ORDER**

Council Chairman Kent Robinson called the meeting to order at 3:00 p.m. A quorum was established. Kent advised that the next meeting would be Thursday, November 20<sup>th</sup> because of the Thanksgiving Holiday.

**APPROVAL OF MINUTES**

The Chairman called for a motion to approve the August 28, 2008 meeting minutes. Billie Powell moved to approve the both meetings minutes as written; the motion was seconded by Doug McArthur and unanimously approved.

**APPROVAL OF FINANCIALS**

The Financial Reports for the periods ending August 31, 2008 and September 30, 2008 were reviewed by the Council. The summary of these Financial Reports are as follows:

August 31, 2008

Operating Account (CAB)	\$110,200
(CAB) Operating Money Market	\$ 8,216
(CAB) Reserve Money Market	\$ 29,557
CD Accounts	\$101,776
Accounts Receivable, Assessments	\$ 1,837

September 30, 2008

(CAB) Operating Account	\$ 99,430
CAB Money Market	\$ 8,221
CD Accounts	\$ 101,950
Accounts Receivable, Assessments	\$ 1,712

The Chairman called for a motion to approve both Financial Reports. Rosalie Naigle moved to approve both the August 31, 2008 and September 30, 2008 Financial Reports, reserving any contrary findings of the annual audit. The motion was seconded by Joan Petty and unanimously approved.

**PUBLIC COMMUNICATIONS**

The meeting was then opened to comments from Association members. No members requested to speak.

**FUTURE AGENDA ITEMS**

The following future agenda items were suggested for the November 20, 2008 Council meeting: The Ranch Member Directory, drainage issues in The Oaks (Unit #2), road repairs, and drainage issues in Unit IV.

**OLD BUSINESS**

**a. Cul-de-Sac Island Project**

The Council discussed a proposed policy for maintenance of the islands in the cul-de-sacs through out the community. Council member Rosalie Naigle advised the Council that she had surveyed the cul-de-sac islands in The Ranch and only two do not already have landscaping. She further reported that residents of only one cul-de-sac had submitted a request for assistance with improvements of the appearance of their island. Rosalie questioned the need for a general program and suggested that the Council address individual cul-de-sacs on a case by case basis. Doug McArthur moved to table further consideration of cul-de-sac island projects with the provision that the Council review maintenance assistance on an individual basis. The motion was seconded Russ Parker and unanimously approved.

**b. Firewise Committee/Volunteers**

Unit #7 Council Representative Henry Lenhart advised that the new Code Enforcement Officer for the area is Edward Ralston. Henry reported that he had his property assessed by Mr. Ralston and advised that there is grant program that allows property owners to have the fire department clear their property for a \$100.00 donation.

Mr. Lenhart informed the Council that since the last meeting four people have volunteered to serve on the Association's Firewise Committee. He also advised that to accomplish the goal to have The Ranch designated a Firewise Community would require at least 25 to 30 committee volunteers. He recommended the program be put hold until the Committee acquired more volunteers. The matter was tabled to the next

Council meeting with the hope that a plan could be developed to generate more interest and obtain more volunteers.

**c. Member Directory**

Council Representative Rosalie Naigle (Unit #4) advised that she had checked on the cost of printing a new directory in the same format as was currently being used and had received a bid of \$1,876.00. Rosalie also reported that one Ranch resident suggested that the page format be changed to a larger size. The Council decided to keep the smaller size. Council Alternate Representative, Mike Enders, indicated that he could bind the Directory which should reduce the quoted cost.

**NEW BUSINESS**

**a. Policy for Maintenance of Platted Drainage Easement in Unit V**

Homeowner Charles Kinney reported his concerns with the drainage in west side culvert at 621 Donnybrook Circle. He advised that two 36 inch pipes that run under the street had been completely plugged, but that the force of water from a heavy rainfall in 2007 had cleared out the one of the pipes. He requested that the second drainage pipe be cleared. It was noted maintenance of the drainage pipes is the responsibility of the City of Prescott. It was decided that the Association Manager and Council Chair Kent Robinson meet with the City's Director of Public works to request that the City clean out this and other drain pipes under the streets.

**b. Unit Alternate Representatives**

Council Chair Kent Robinson advised that there were several new Alternate Representatives candidates that the Council needed to approve. Council Member Dick Tetreault (Unit #7) nominated and moved to appoint Maxine Tinney as Alternate Representative from Unit VII. The motion was seconded by Joan Petty and unanimously approved. Council Representative Kent Robinson (Unit #5) nominated Vinny Clark as Alternate Representative for Unit V. Rosalie Naigle moved to appoint Vinny Clark as Alternate Representative for Unit V. The motion was seconded by Billie Powell and unanimously approved. Council Representative Henry Lenhart (Unit #7) nominated Christopher Brown as Alternate Representative for Unit VI. Billie Powell moved to appoint Christopher Brown as Alternate Representative for Unit VI. The motion was seconded by Henry Lenhart and unanimously approved.

**c. October Newsletter**

Council member Rosalie Naigle reported the December newsletter would be mailed out on approximately January 10, 2009. She advised that it would again report on the background of Council Representatives and requested a short biography and a photograph of each Council Representative. The Association Manager will take the photographs and the Council Representative should contact Gaye to set up a time..

**d. HOAMCO Management Report**

Association Manager Gaye Morgan discussed her management report as provided in the Council Packets. She stated that she had received positive feed back on the

Annual meeting. It was felt that the meeting was well run and that the Hassayampa Inn location was well received.

Gaye reported that there has been tree trimmings and debris dumped in the Common Area by persons unknown. She would have Jonny's Tree Service take a look at cleaning up this debris.

Gaye reminded the Council a full audit of the Associations financials had been requested for the year ending 2008 and called attention to a bid from Schutte & Hilgendorf PLLC to perform the audit. She further advised that the bid was within the amount the Council had budgeted for the audit. It was suggested that a second bid should be obtained and Gaye advised she would obtain the bid.

Gaye indicated that the nature trail between Donnybrook and Heatherbrook needed some work. The Council indicated that they had looked into this matter in the past. The trail is a "natural", not an Association "improved" trail and, therefore, improvements are not planned..

**e. Road Repairs Estimate**

Council Representative Scot Lee (Unit #9) reported on a cost estimate for road repairs at The Ranch as performed by Engineering & Testing Consultants, INC. (ETC). He presented the Council with a copy of that estimate. The Council reviewed the report and the costs associated with the recommendations. Scot suggested that efforts should be made get the City of Prescott to put The Ranch's road repairs on the its 2009 road repair schedule. It was suggested that our streets were not put on the schedule for 2009, then the HOA Council should take the matter directly to the Prescott City Council. It was noted that, if the condition of The Ranch roads was not soon improved, it would negatively effect property values. Council Chair Kent Robinson advised that he would put together a sub-committee to address the problem and that the matter should be added to the next agenda.

**f. Recognition for Outgoing Council Chairs**

Council member Doug McArthur suggested that the outgoing Council Chairs be presented with a plaque of certificate or appreciation for their service to the community. The Association Manager will provide a suggestion at the next meeting.

**ADJOURNMENT**

There being no further business to come before the Council the meeting adjourned at 4:40 p.m.

Respectfully submitted,

Russell Parker, Secretary