

**The Ranch at Prescott
HOA Council Meeting Minutes
October 23, 2009**

ATTENDANCE

Council members in attendance were: Joan Petty-Unit I, Russ Parker-Unit III, Rosalie Naigle-Unit IV (Chairman), Dick Tetreault-Unit VII, and Scot Lee-Unit IX. Alternate Council Members in attendance included Amy Wilcox-Unit II and Vinny Clarke-Unit V. Also attending was Bill Goethe, Member, Coleen Urell, resident, Gaye Morgan, Association Manager, Ruta Norkus (HOAMCO) and Donna Forster, Minute Taker.

CALL TO ORDER

Chairman Rosalie Naigle called the meeting to order at 3:00 p.m. A quorum was established.

ALTERNATES

Motion: Joan Petty moved to accept the Alternates Amy Wilcox for Unit II and Vinny Clarke for Unit V. The motion was seconded by Russ Parker and passed unanimously. It was noted that no alternate had volunteered for Unit VI and the matter will be discussed at the November Council meeting.

APPROVAL OF MINUTES

Motion: Dick Tetreault, Unit VII, moved to accept the August 27, 2009 Meeting Minutes. The motion was seconded by Joan Petty, Unit I and passed unanimously. Joan Petty, Unit I, moved to accept the September 30, 2009 Meeting Minutes. **Motion:** The motion was seconded by Vinny Clarke, Unit V and passed unanimously.

APPROVAL OF FINANCIALS

The Financial Report for the periods ending August 31, 2009 and September 30, 2009 were reviewed by the Council. September accounting as follows:

Operating Account CAB	\$ 6,506
MM Account (Operating)	\$ 150,700
CD Operating Accounts	\$ 77,634
Bank Reserve Account	\$ 11,099
Construction Deposit	\$ 6,007
Accounts Receivable Assessments	\$ 3,481

Russ Parker requested a breakout of the funds that went into the money market from the CAB Operating CD. Gaye Morgan will have that information provided by the next meeting. Gaye reported that BNC Bank is offering 2.59% for a six month CD no minimum and Sunwest Bank is offering 2.37% for a 7 month CD with a \$50K minimum. After discussion **Motion:** Russ Parker moved that \$50K be put in the BNC account at 2.59% CD and another \$25K be put into a six month CD. The funds would be moved from the money market operating account. Motion was seconded by Joan Petty and passed unanimously. Chairman Naigle called for motions to approve the August 27, 2009 and September 30, 2009 Financial Report. **Motion:** Dick Tetreault moved to approve the August 27, 2009 Financial report, reserving any contrary findings of the annual audit. The motion was seconded by Vinny

Clarke, and passed unanimously. **Motion:** Russ Parker moved to approve the September 30, 2009 Financial report, reserving any contrary findings of the annual audit. The motion was seconded by Joan Petty, Unit I, and passed unanimously.

PUBLIC COMMUNICATIONS

Bill Goethe and Coleen Urell to present later in the meeting.

OLD BUSINESS

a. Drainage Committee - Dick Tetreault, Unit II

Dick reported there were no new drainage problems and the main drainage channel had been completed at a cost of about \$15K. Dick had also completed a review of Unit II documents and found there was nothing clearly stating that the Master community had responsibility for the drainage. It was recommended that the Master community and the Oaks share in the expense for maintenance and annual review of the drainage channels.

Motion: Joan Petty moved that the Master community and the Oaks share in the responsibility and expense for the annual review and maintenance of the drainage channels. Russ Parker seconded the motion, which passed unanimously. Dick will continue to chair the Drainage Committee with Russ Parker and Rosalie Naigle as members.

b. Newsletter Update – Rosalie Naigle, Unit IV

Rosalie Naigle reported that the newsletter will be printed in January and requested that all files and photos need to be submitted by November's Council meeting, since there will be no Council meeting in December.

c. Web Site – Dick Tetreault for Maxine Tinney, Unit VII

Dick Tetreault reported Maxine has completed entering and proofing the "searchable word .pdf file" 2005 CORRECTED FIRST AMENDMENT TO SECOND AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS be included on The Ranch at Prescott HOA Website below the original document and labeled with a disclaimer that this document is a "searchable word .pdf file and is not the actual document recorded with Yavapai County. The Council agreed that this document should be placed on website.

NEW BUSINESS

a. Appointment of Unit VI Council Representative – discussed previously

b. Appointment of Alternate Council Representatives – discussed previously

c. Appointment of Committees 2009-2010 – Drainage Committee as stated above; Mike Enders will chair Newsletter Committee; Website: Maxine Tinney; Signs: Maxine Tinney; and Trails Committee: Jack Goeser and Scott Lee. The Blockwatch Committee will ask for volunteers in the newsletter.

d. HOAMCO Managers Report - Gaye Morgan

Prior to presenting the HOAMCO Managers Report, Bill Goethe requested to speak to the Council about an issue with his property, Lot #153, rented to Dr. and Mrs. Timothy Urell. Dr. Urell had requested a variance to the CC&Rs for his pick up truck and camper, which violate Section 3.16 of the CC&Rs. Bill Goethe and Coleen Urell presented the circumstances surrounding the issue and were thanked by the Council. Bill Goethe and Coleen Urell then

left the meeting at 3:50 PM. A discussion followed which resulted in the following: **Motion:** Joan Petty moved that the truck may be parked in the driveway as long as the camper is removed. The truck with the camper may be parked in the driveway for not more than 48 hours within any seven-day period. Motion was seconded by Dick Tetreault and passed with one dissenting vote, Russ Parker. Gaye Morgan will draft a letter to Mr. Goethe and send it to the Council for review before sending out the final letter.

Gaye reviewed the Management Report dated August 21 through October 15, 2009, as provided in the Council packets. Gaye reported that CLM completed the ditch at the end of Barcelona but the invoice was \$448.50 over the original bid, since the job took longer than expected due to debris in the street culvert. **Motion:** Joan Petty moved to pay the \$448.50 to CLM. The motion was seconded by Russ Parker and passed unanimously.

Gaye reported that she was present when the Rental Policy was written. The intent of the policy was to put in place a procedure for rentals, which do not comply with the Association Rules and Regulations and CC&R's. At the time it was approved the policy was sent to all members and to all rental property management companies. A data base is kept and the CC&R's and additional documents are sent by certified mail when Gaye is notified of a rental.

Rosalie Naigle announced that Gaye Morgan will be leaving HOAMCO for some time and she introduced Ruta Norkus as her replacement. The Council welcomed Ruta.

FUTURE AGENDA ITEMS

There will be an inspection of the community on Monday, October 26, 2009 and Ruta will attend. Another inspection will be held on November 11, 2009 and Ruta will send emails announcing the inspection to the Council beforehand. Rosalie Naigle reported that the inspection committee needs a camera for inspections. **Motion:** Russ Parker moved that the Council authorize up to \$200 for a digital camera for the inspection committee. Motion was seconded by Joan Petty and passed unanimously.

Dick Tetreault reported that it is his understanding that the State Land Department is making revisions to their policy and may be auctioning off some state lands. The council would like Gaye Morgan to make inquiries in this regard. Rosalie Naigle stated this will be on the next agenda. Gaye reported that actually this is an Architecture Review Committee issue. If the Council has any suggestions or comments, Gaye requested that they be written and sent to Rosalie Naigle and Ruta Norkus for the November council meeting.

ADJOURNMENT

There being no further business to come before the Council, Rosalie Naigle adjourned the meeting at 4:10 PM and moved to the Executive Session.

Respectfully submitted,

Dick Tetreault, Secretary / Treasurer