



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

ATTENDANCE

Council Members in attendance were Billie Powell-Unit II, Russ Parker-Unit III, Mike Enders-Unit IV, Kent Robinson-Unit V, Paul Scrivens-VI, Scot Lee-Unit VII and Terry Madeda-Unit IX. Alternate Council Members in attendance were Jim Peters-Unit IV and Bob Crouch-VII. Also attending were Tim Graves, HOAMCO Association Manager and Donna Forster, Minutes Taker. The Council member absent was Clark Moskop-Unit I. Guest Bill Bielfeldt-Unit VII was also in attendance.

CALL TO ORDER/ESTABLISH A QUORUM

Council Chairman Kent Robinson-Unit V called the meeting to order at 3:00 pm. A quorum was established.

ELECTION OF OFFICERS

Tim Graves was appointed as temporary Chairman while the newly elected Council members appointed the new officers. The new and returning members were welcomed and special recognition was given to the long term members for their knowledge, history and experience.

Motion: Scot Lee-Unit VII moved to nominate Kent Robinson-Unit V as Chairman and Mike Enders-Unit IV as Vice Chairman. Terry Madeda-Unit IX seconded the motion which passed unanimously. **Motion:** Billie Powell-Unit II moved to nominate Russ Parker-Unit III as Treasurer. The motion was seconded by Mike Enders-Unit IV and passed unanimously.

Motion: Mike Enders-Unit IV nominated Bill Bielfeldt as Alternate for Unit VII. Russ Parker-Unit III seconded the motion which passed unanimously.

APPROVAL OF MINUTES

The August 28, 2014 Meeting Minutes were approved as presented. **Motion:** Mike Russ Parker-Unit III moved to approve the minutes of August 28, 2014. The motion was seconded by Billie Powell-Unit II and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the periods ending 8/31/14 and 9/30/14. September accounting is summarized as follows:

Operating Account AAFS	\$ 35,106
Metro Bank MM Account (Operating)	\$ 242,580
AAFS Reserve MM Account	\$ 48,716
AAFS Operating MM	\$ 54,384
Construction Deposit MM	\$ 28,500
Accounts Receivable Assessments	\$ 3,100

Motion: Terry Madeda–Unit IX moved to approve the 8/31/14 and 9/30/14 Financial Reports as presented, subject to audit. The motion was seconded by Scot Lee-Unit VII and passed unanimously.

PUBLIC COMMUNICATIONS: none

OLD BUSINESS

- a. September 2014 Newsletter:** Tim Graves reported the last newsletter was mailed and emailed on 10/17/14. Tim will include Paul Scrivens-VI on the email list as requested.
- b. Annual Meeting:** The Council agreed the Annual Meeting was well attended and a success.
- c. Lee Blvd. Road Improvements:** Kent Robinson-Unit V reported that the rubberized asphalt applied to Lee Boulevard by the City made the road much quieter and the center stripe was very helpful.
- d. Compliance Officer Status:** Tim Graves reported the HOAMCO Compliance Officer quit and HOAMCO was in the process of training another person for the position, therefore, there may be a temporary delay in the carrying out the violation notices process.

NEW BUSINESS

- a. Unit IX & The Oaks Common Area for Firewise:** Scot Lee-Unit IX reported there was about one third of the total 40 acres that still needed to be cleared. Scot will be seeking competitive bids for the work after the first of the year.
- b. Trail Maintenance:** The Council decided that restoration and maintenance were the two major considerations for the trail. It was suggested that the Council ask for volunteers from the HOA and that an article about the need for trail improvements and volunteers be included in the next newsletter. Tim Graves will talk to the volunteer "Over the Hill Gang" and quotes will be sought for the renovation work. A decision will be made at the January meeting as to the extent of the restoration and maintenance needed.
- c. Firewise Update:** Scot Lee-Unit VII explained the next step in Firewise safety is having homeowners survey their own lots and perform fuel mitigation. It was suggested that homeowners may want to pay a nominal fee to have the first 20 feet of the front of their lots cleared, if special pricing could be offered by a landscaping company to do several lots at once. Information about clearing required by the CC&Rs will be included by Tim Graves for the next newsletter and Scot will obtain bids and also include that information in the next newsletter.
- d. Right of Way Signage:** Kent Robinson-Unit V reported the HOA has very little control over the signage and if problems are observed, homeowners should report them to the City.

e. 2015 Budget Approval: Tim Graves reported the annual assessment would remain the same as last year and there would be no increase. Tim elaborated on changes made to the budget such as additional funds for drainage, including \$10K for Firewise along Lee Blvd., and additional hours for a Compliance Officer. **Motion:** Mike Enders-Unit IV moved to approve the 2015 Budget as submitted. Russ Parker-Unit III seconded the motion which passed unanimously.

f. Entry Landscaping Hwy 69 & Lee Blvd Council Approval: Scot Lee-Unit VII requested and received a proposal (in the Council packet) from Vicente Landscaping for \$12,714.56 for landscaping behind the sign that belongs to the HOA, behind the right-of-way, at the entrance off Hwy 69, on the right. Scot stated the plants will only need water when they are small but will not need any irrigation after they are established. **Motion:** Scot Lee-Unit VII moved to approve the Vicente proposal for \$12,714.56. Terry Madeda-Unit IX seconded the motion which passed unanimously.

g. Landscape Architect Plan for Gateway Blvd & Lee Blvd & New Monument Signage at Mystic Heights: Tim Graves reported he and Scot Lee met with Architect Neil True to discuss changes to the median at Gateway and Lee Blvd. Neil submitted a suggested plan for the landscaping and estimates the cost will be about \$5K. Terry Madeda-Unit IX mentioned that the area in front of the Mystic Height's sign needed clearing and that weed cloth and gravel would deter any future weeds. **Motion:** Terry Madeda-Unit IX moved to authorize an NTE price of \$5K for a comprehensive study of what may be required to improve Gateway & Lee Blvd at the entrance, and an assessment of what is needed to improve the area in front of the Mystic Height's sign. Russ Parker-Unit III seconded the motion which passed unanimously.

h. Estimate for Median Maintenance at Entrance: The HOA is dissatisfied with the maintenance at the entrance. Scot Lee-Unit VII reported that since the City holds the contract for the maintenance of the entrance, he will ask the City if the HOA can pick up that part of the contract, then the City would pay the HOA for that portion of the work, and the HOA could perform more timely maintenance. The Council agreed.

i. Drainage Recommendation for Unit I: Kent Robinson-Unit V reported that water from all over the development drains through Unit I. An engineering firm looked at the area and will provide a proposal for improving that area as well as addressing the water concerns at 621 Donnybrook and 422 Foxhollow. Mike Enders-Unit IV also mentioned the estimate for Phase I would be a maximum of \$3875 and the second phase design work was TBD. **Motion:** Mike Enders-Unit IV moved to authorize proceeding with Phase I and that additional work would be determined prior to the January meeting. Billie Powell-Unit II seconded the motion which passed unanimously.

HOAMCO MANAGERS REPORT

Tim Graves presented and reviewed the HOAMCO Monthly Management Report dated August 29, 2014 through October 16, 2014, as provided in the Council packets. Tim noted there will be a new administrator for the website and that he will work with the webmaster to provide a plat map for each unit. Tim will also provide homeowners a list of snow removal contractors who clear driveways.

FUTURE AGENDA ITEMS

a. Landscaping/Clearing Bids for Multiple Homeowners Lots

- b. Trail Renovation Maintenance Estimates
- c. Firewise Bids for Rainbow Bridge area.
- d. Discuss City Maintenance Contract for Median Maintenance (Scot Lee)
- e. Engineering Proposal for Drainage through Unit I

NEXT COUNCIL MEETING: The next Council meeting is January 22, 2014, at 3:00 pm at HOAMCO.

ADJOURNMENT: Motion: Russ Parker-Unit III moved to adjourn the meeting at 4:25pm. The motion was seconded by Terry Madedda-Unit IX, passed unanimously, and the Council moved into Executive Session.

Respectfully submitted,

Russ Parker, Secretary/Treasurer