



**The Ranch at Prescott
HOA Council Meeting Minutes
October 27, 2011**

ATTENDANCE

Council members in attendance were Dick Tetreault-Unit VII (Chairman), Kent Robinson-Unit V (Vice-Chairman), Russ Parker-Unit III (Secretary-Treasurer), Billie Powell-Unit II, Mike Enders-Unit IV, Rich Muth-Unit VI, Maxine Tinney-Unit VII, and Scot Lee-Unit IX. Alternate Council Members in attendance were Emese Sandor-Unit III, and Vinny Clark-Unit V. Also attending was Margaret Sandor-Unit III, Bob Crouch-Unit VII, Tim Graves, HOAMCO Association Manager and Donna Forster, Minute Taker.

CALL TO ORDER/ESTABLISH A QUORUM

Tim Graves, HOAMCO Association Manager, called the meeting to order at 3:05 p.m. A quorum was established.

ELECTION OF CHAIRMAN/APPOINTMENT OF ALTERNATES

Dick Tetreault-Unit VII reported that, prior to the October meeting, it was necessary to hire an exterminator for about \$350 to take care of a packrat infestation in Unit VI and requested that the Council ratify the action. **Motion:** Dick Tetreault-Unit VII moved to ratify the action for the not-to-exceed amount of \$350 for hiring the exterminator for the packrats. Mike Enders-Unit IV seconded the motion which passed unanimously. Although Rich Muth-Unit VI did not run as a representative for Unit VI, he had since volunteered to be the representative. **Motion:** Dick Tetreault-Unit VII moved to nominate Rich Muth as Council representative from Unit VI. Kent Robinson-Unit V seconded the motion which passed unanimously. **Motion:** Kent Robinson-Unit V moved to nominate Dick Tetreault-Unit VII as Chairman. Maxine Tinney-Unit VII seconded the motion which passed unanimously. **Motion:** Dick Tetreault-Unit VII moved to nominate Kent Robinson-Unit V as Vice-Chairman. Scot Lee-Unit IX seconded the motion which passed unanimously. **Motion:** Maxine Tinney-Unit VII moved to nominate Mike Enders-Unit IV as Secretary-Treasurer. Scot Lee-Unit IX seconded the motion which passed unanimously. **Motion:** Maxine Tinney-Unit VII moved to appoint Vinny Clark as Alternate for Unit V. Russ Parker-Unit III seconded the motion which passed unanimously.

The new Council (M) and Alternates (A) are as follows:

Unit I: none **Unit II:** Billie Powell (M); Ellie Laumark (A)
Unit III: Russ Parker (M); Emese Sandor (A) **Unit IV:** Mike Enders, Sec/Treas; Rosalie Naigle (A)
Unit V: Kent Robinson, Vice-Chairman; Vinny Clark (A) **Unit VI:** Rich Muth (M)
Unit VII: Richard Tetreault, Chairman; Maxine Tinney (M); Henry Lenhart (A); Bob Tinney (A)
Unit IX: Scot Lee (M)

APPROVAL OF MINUTES

A correction was made to the August 25, 2011 minutes: page 2, Old Business, b, third line from the bottom, change the word "signs" to "frames". **Motion:** Kent Robinson–Unit V moved to accept the August 25, 2011 meeting minutes as corrected. The motion was seconded by Mike Enders-Unit IV and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the periods ending 8/31/2011 and 9/30/2011. September accounting is summarized as follows:

Operating Account CAB	\$ 4,614
MM Account (Operating)	\$ 48,925
CD Operating Accounts	\$ 236,674
Bank Reserve Account	\$ 29,012
Construction Deposit	\$ 19,500
Accounts Receivable Assessments	\$ 3,858

The 8/31/2011 and 9/30/2011 Financial Reports were accepted as presented.

PUBLIC COMMUNICATIONS - none

OLD BUSINESS

a. Newsletter – Mike Enders-Unit IV for Rosalie Naigle-Unit IV (absent): Mike Enders-Unit IV reported the email and homeowner lists were updated on 10/13/11, the day the newsletter was sent to the printer. Photos and bios of Council members and Alternates are needed before 1/5/12 and will be featured in the next newsletter. The Council discussed the need for continuing the newsletter and legislative ad hoc committees, and the Newsletter Committee continues with Rosalie Naigle-Unit IV, Editor, and Mike Enders-Unit IV, Joan Petty- Unit VII, and Maxine Tinney-Unit VII. **Motion:** Maxine Tinney-Unit VII moved for authorization of the Newsletter and legislative (Government Liaison) ad hoc committees. Mike Enders-Unit IV seconded the motion which passed unanimously. Maxine Tinney-Unit VII, Dick Tetreault-Unit VII and Scot Lee-Unit IX volunteered to be on the Government Liaison Committee.

b. 2012 Budget: Tim Graves reported he had reviewed the 2012 budget with Ruta Norkus and there had been no significant changes from the 2011 budget. Tim will email both budgets to the Council for their review. It was noted the assessment will remain as is, with no increase.

NEW BUSINESS

a. Publication of Pending Policies: Street Lights, Flagpoles and For Sale Signs - Dick Tetreault-Unit VII: The Proposed Street Light Rule (Amended) was discussed by the Council. Beginning 1/1/11, lumens (brightness) will be noted on light bulb packages instead of wattage; therefore, it was suggested that the proposed rule be amended to delete the reference to wattage (25-40 watt) and insert the recommended 230-450 lumens. **Motion:** Kent Robinson-Unit V moved to adopt the proposed rule as amended. Scot Lee-Unit IX seconded the motion which passed unanimously. It was noted there have been several Additional Use Restrictions and Rules approved by the Council that will be published both in writing and on the website and are as follows:

Street Light Rule passed 3/24/2011 and amended 10/27/2011

Audio/Video Recording Rules passed 6/2/2011

Use Restrictions and Rules Revised Section f. Flagpoles revision passed 6/2/2011

Sign Guidelines 10-28-2010 revision passed 6/2/2011 and amended 10/27/2011

Enforcement of Alleged Violations of HOA Rules, Regulations & CC&Rs passed 8/25/2011

New Sign Frame Motion passed 08/25/2011

b. Landscaping for Area Behind Monument Sign - Scot Lee-Unit IX reported dirt can be moved immediately from the 25 acres behind the mall to fill in the common area space between the monument sign and Trader Joe's; however, another 50 loads will be needed. Scot also suggested plantings would improve the area. Scot will create a plan for the area, get bids and then come back to the Council for approval.

c. Sign Frame Distribution Process - Dick Tetreault-Unit VII: The Council discussed the sign frames, the need for an accurate list of all realtors who have signs in The Ranch and the need to define "grandfathered" signs, which was approved in a motion at the 8/25/11 Council meeting. **Motion:** Kent Robinson-Unit V moved to amend the motion from the 8/25/11 meeting regarding "Real Estate Sign Standardization" by striking "existing signs would be grandfathered to the expiration of the listing" and inserting "existing signs may be used for one (1) year or until the expiration of the listing, whichever occurs first." Rich Muth-Unit VI seconded the motion which passed unanimously. It was agreed that creating a list of realtors who have signs in The Ranch could be part of the Compliance Inspection. Maxine Tinney-Unit VII and Dick Tetreault-Unit VII agreed to assist in the inspections and list. Letters will be sent to realtors and property owners informing them of the new sign frames and policy. This policy will be added to the list of Additional Use Restrictions and Rules as *New Sign Frame Rule*, Motion passed 8/25/2011 and amended 10/27/2011 and will be published and added to the website.

d. Solar Panel – Possible Litigation Expense: to be discussed in Executive session

e. Enforcement of Alleged Violations of HOA Rules: Previously completed on 8/25/11

f. Review of Dead Tree Rule - Dick Tetreault-Unit VII: The Council discussed the revised Notice of Rule Violation regarding dead trees and agreed the letter and list of

suggested tree service vendors should be sent to those homeowners in violation of the policy.

g. 2012 Meeting Schedule: Motion: Russ Parker-Unit III moved to establish the Annual Meeting date for 2012 as 9/13/12. Mike Enders-Unit IV seconded the motion which passed unanimously.

The Council agreed to the following dates for the 2012 Council meetings: 1/26/12, 3/22/12, 5/24/12, 8/23/12, 9/13/12 (Annual Meeting) and 10/25/12. Check in will be at 3:00 PM for the Annual Meeting which will begin at 3:30 PM.

h. HOAMCO Managers Report – Tim Graves

Tim Graves presented the HOAMCO Monthly Management Report dated August 22, 2011 through September 13, 2011, as provided in the Council packets. Jonny’s Tree and Maintenance 2012 contract was discussed. It was noted the rates would remain the same and the monthly maintenance contract was lower than other companies. **Motion:** Russ Parker-Unit III moved to re-contract with Jonny’s in 2012. Maxine Tinney-Unit VII seconded the motion which passed unanimously. It was noted that several items needed to be included/updated on the website: newsletters, new officers and alternates, 2012 meeting schedule, proposed operating budget and expenses, previous Association Manager’s name deleted, annual May clean-up, etc. Tim Graves will see that all areas are updated on the website.

It was noted that bird feeders attract animals including javelinias and packrats. An article will be included in the next newsletter.

FUTURE AGENDA ITEMS

a. Firewise Revisit: Dick Tetreault-Unit VII will have additional information for the Council at the next Council meeting.

ADJOURNMENT

Since there was no further business to come before the Council, a motion was made to adjourn the meeting. **Motion:** Kent Robinson–Unit V moved to adjourn the Council meeting at 4:40 PM. The motion was seconded by Mike Enders-Unit IV and passed unanimously and the Council moved into Executive Session.

Respectfully submitted,

Mike Enders, Secretary/Treasurer