



**The Ranch at Prescott
HOA Council Meeting Minutes
March 22, 2012**

ATTENDANCE

Council members in attendance were Dick Tetreault-Unit VII (Chairman), Kent Robinson-Unit V (Vice-Chairman), Mike Enders-Unit IV (Secretary-Treasurer), Billie Powell-Unit II, Russ Parker-Unit III, Maxine Tinney-Unit VII and Scot Lee-Unit IX. Alternate Council Members in attendance were Rosalie Naigle-Unit IV and Bob Tinney-Unit VII. Also attending was Larry Douglas, Tim Graves, HOAMCO Association Manager and Donna Forster, Minutes Taker.

CALL TO ORDER/ESTABLISH A QUORUM

Dick Tetreault-Unit VII called the meeting to order at 3:03 p.m. A quorum was established. Larry Douglas, President of the Stonegate HOA was introduced.

STONEGATE ISSUE

Larry Douglas, President of the Stonegate Homeowners Association, discussed a proposal from the Stonegate members requesting that Stonegate dissolve their HOA and become a part of The Ranch HOA. Larry Douglas stated that the homeowners were required to pay electricity, water usage and liability insurance just to have a gate. They want to upgrade the road, turn off the water and power and take out the gate. Dick Tetreault-Unit VII requested that Larry Douglas submit a document signed by all members of Stonegate HOA, then The Ranch would do a cost analysis and bring it to a vote. The Council requested that Stonegate cover all of the costs involved, i.e., insurance and the legal costs of how it will affect the CC&Rs of both HOAs. Larry Douglas agreed to research the costs as well and get back to The Ranch Council. It was also suggested that the Council look at the CC&Rs of The Oakes and put it on a future agenda.

APPROVAL OF MINUTES

Motion: Mike Enders-Unit IV moved to accept the January 26, 2012 meeting minutes as presented. The motion was seconded by Kent Robinson-Unit V and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the periods ending 1/31/12 and 2/29/12. February accounting is summarized as follows:

Operating Account CAB	\$ 99,846
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MM Account (Operating)	\$ 24,077
CD Operating Accounts	\$ 236,674
Bank Reserve Account	\$ 34,036
Construction Deposit	\$ 16,503
Accounts Receivable Assessments	\$ 6,183

Motion: Maxine Tinney-Unit VII moved to approve the 1/31/12 and 2/29/12 Financial Reports as presented, subject to audit. The motion was seconded by Kent Robinson–Unit V and passed unanimously.

PUBLIC COMMUNICATIONS - none

OLD BUSINESS

a. Deer Hunting in The Ranch - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII noted the deer hunting case was in the court system and there is no further action to be taken at this time by the HOA.

b. Frequency of Meetings - Dick Tetreault-Unit VII: The Council discussed having more frequent Council meetings but decided phone calls could be made among members of the Council for items requiring decisions. Scot Lee-Unit IX will email procedures relating to phone meetings to the Council. The Open Meeting laws were also discussed and Tim Graves agreed to review the CC&Rs. The discussion was tabled until more information can be obtained.

NEW BUSINESS

a. HOA Pending Legislation - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII discussed the letter in the Council packet from Prescott Area Association of Realtors Inc. (PAAR) dated 2/24/12 and expressed the need for a legal counsel experienced in HOA legislation to intercede on behalf of The Ranch in response to the PAAR letter. PAAR maintains the state legislature meant to incorporate frames into the sign law. **Motion:** Dick Tetreault-Unit VII moved to explore the possibility and cost of hiring an attorney to respond to the PAAR letter. Russ Parker-Unit III seconded the motion which passed unanimously.

b. Newspaper Articles - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII noted the newspaper articles provided in the Council packet regarding legislation pertaining to HOAs currently before the legislature.

c. Signage Addendum - Dick Tetreault-Unit VII: The Council discussed the Addendum to Signage Guidelines found in the Council packet and stressed that signs need to be posted **on** the property for sale (no closer than six feet behind property lines). Letters were sent regarding signs being in the right-of-way which were not in compliance with City code. Also noted was a minor change to the guideline: under "Note:" at the bottom, the word "complaint" (2 places) should be changed to "compliant."

d. Sign Frame Update – Discussed previously

e. Guest Parking/Letter to City/Cul de sacs - Dick Tetreault-Unit VII & Tim Graves: It was noted a car was parked on the street for 4-5 days and was tagged by the City police. The car was moved and is now in City right-of-way. Maxine Tinney-Unit VII informed the Council that anyone could go to the online City of Prescott website and file a violation under the City enforcement code.

f. Firewise Project - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII mentioned that two

homeowners had called to say that insurance companies will consider a reduction in rates for HOAs becoming Firewise communities. Grant funds are available to assist with the costs and a chipper is available for Firewise communities. It was agreed to discuss this matter at another time.

g. Street Parking Issue/City & Ranch Rules/Lark Haven Incident - Dick Tetreault-Unit VII & Tim Graves: Dick Tetreault-Unit VII related he had been to the City, who was very receptive to parking enforcement. Signs will be installed over the next two years.

h. Stonegate Inquiry: Discussed previously

i. Collections Process – Tim Graves discussed the issue regarding combined lots that only pay one assessment. Some lots were combined during the declarant period and some afterwards. It was decided to discuss the matter further in the Executive Session.

j. HOAMCO Accounting – Tim Graves & Maxine Tinney-Unit VII: Moved to the Executive Session

k. Letter from Realtor RJT Response - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII reported he responded to a letter regarding signage from West USA on behalf of the Council.

l. Letter from PAAR: Discussed previously

m. Street Light Inspection - Dick Tetreault-Unit VII: Dick Tetreault-Unit VII reported 36 letters were mailed to homeowners regarding street lights that were out. The Council questioned whether or not the violation letters should be sent by certified mail. It was decided from today forward, Tim will make sure the first three letters to each homeowner are sent registered and certified and the cost will be charged back to the owner.

n. Weed Abatement Program – Tim Graves: Tim noted that Jonny's Tree and Landscaping was charging the same price (\$75 per lot) as previously charged for weed abatement and since the money was already in the budget, no additional approval was required.

o. Trash Clean-Up/HOA Newsletter Subcommittee Report - Rosalie Naigle-Unit IV: Rosalie Naigle-Unit IV requested articles for the next newsletter be received by April 5, 2012 and the newsletter would go to the printer after the March financials are received. The Annual City Trash Pick-Up will be held on May 21. The 2013-2014 Directory will become available in January 2013. Rosalie Naigle-Unit IV suggested that if there were no changes to a member's directory information, no new form should be required. **Motion:** Maxine Tinney-Unit VII moved to require a new form to be submitted only when there are changes to a member's directory information. Mike Enders-Unit IV seconded the motion which passed unanimously. Rosalie Naigle-Unit IV also noted she would be able to send more than one directory at the member's request if they would send her a check for the additional directory. Rosalie Naigle-Unit IV will add a page at the front of the directory that states the directory is not for sale, since a copy of the directory was previously misused.

HOAMCO Managers Report – Tim Graves: Tim Graves presented the HOAMCO Monthly Management Report dated January 27, 2012 through March 16, 2012, as provided in the Council packets. It was noted there are still non-compliant signs. Tim will send violation letters to homeowners on March 27, 2012. Tim reported that two CDs with BNC were reinvested at a higher rate, from .40% to .90%. Russ Parker-Unit III noted Lot 633 was not on the Aged Owner Balance and Intent to Lien Report as of 2/29/12. Tim will research the discrepancy.

FUTURE AGENDA ITEMS

- a.** Council member is needed for Unit I and an Alternate may be appointed from another Unit. Russ Parker-Unit III will research.
- b.** Assessments are beginning to show a surplus
- c.** Two new picnic tables by tennis courts need replacement (take money out of contingency fund)
- d.** HOAMCO needs to manage dues of tennis group and to make sure the group is insured. The dues are used for maintenance. Kent Robinson–Unit V will send a letter to Tim regarding the matter.

ADJOURNMENT

Since there was no further business to come before the Council, a motion was made to adjourn the meeting. **Motion:** Mike Enders-Unit IV, moved to adjourn the Council meeting at 4:47 PM. The motion was seconded by Maxine Tinney-Unit VII and passed unanimously.

Respectfully submitted,

Mike Enders, Secretary/Treasurer