



**The Ranch at Prescott Homeowners Association
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April 26, 2007
HOA Council Meeting Minutes**

Council Members in attendance were: Dion Mannen – Unit VII-A, Scott Lee – Unit IX, Robert Tinney – Unit VII-B, Alternate Ray Loomer Unit V, Ron Knudsen – Unit VI, Phil Alvarado – Unit I, Mike Enders – Unit IV, Billie Powell – Unit II, and Russ Parker – Unit III. Kent Robinson – Unit V was absent. Six alternate members/homeowners were in attendance. Also in attendance were Gaye Morgan, Association Manager, Judy Connick, recording secretary from HOAMCO and two HOA members

Dion Mannen called the meeting to order at 3:00 PM. A quorum was established and Mr. Mannen called for a motion to approve the March 22, 2007 meeting minutes. Scott Lee moved to approve the minutes, Mike Enders seconded the motion. There being no further discussion the minutes were unanimously approved. Dion Mannen then called for a motion to approve the March Financials. A motion was made by Phil Alvarado to approve the March 31, 2007 Financial Report, reserving any contrary findings of the annual audit. The motion was seconded by Mike Enders and unanimously passed. Phil Alvarado stated that the approved Financial Reports would be posted on the website.

Public Communications

Dion Mannen opened the floor to public communications from the audience. No one requested to speak at that time.

Old Business

a. HOA Web Site Update – Phil Alvarado

Phil Alvarado presented the Board with a proposal to complete a major update to the Ranch website, which would result in a more attractive site that would be more user friendly and easier to update. After some

research by the Association manager she recommended a company called 3TomBoys Productions operated by Lynette Schauwecker of Prescott Valley. Phil contacted Lynette and after a long discussion they agreed she would provide updating services to the website and had been doing so for the past month. Phil stated that he was very satisfied with her service and attitude, and also that she would be charging \$40.00 per hour which was less than the \$50.00 per hour they were currently being charged. Phil presented the Council with a contract from 3TomBoys Productions for hourly services which can be cancelled by either party at any time. He also requested approval of an expenditure of approximately \$400.00 to make the website more user friendly, organized, and attractive. If approved by the Council this change would be accomplished and the completed website would be presented to the Council for final approval. The target date for this presentation would be at the May Council meeting. Mike Enders made a motion to approve the expenditure of up to \$400.00 to have 3Tomboys Productions update the Ranch website and submit it to the Council for final approval. The motion was seconded by Bob Tinney and unanimously passed. Phil Alvarado made the motion to approve the 3Tomboys Productions contract for website maintenance. The motion was seconded by Mike Enders and unanimously approved.

b. Newsletter Update – Mike Enders & Rosalie Naigle

Mike Enders started the discussion with a thank you on behalf of the Association to Newsletter Committee Chair and Editor Rosalie Naigle, and Committee members Bob & Maxine Tinney for all their work in putting together the Newsletter's inaugural issue dated March 31, 2007. Mike then turned the floor over to Rosalie Naigle who reported on the costs of the first issue. She reported that this issue cost \$442.25 for printing and mailing plus 258.76 for the addition of the internet survey card included in the mailing. She advised that they estimate that the cost for each issue would go down to approximately \$360.00. It was noted by a Council member that the Newsletter Editor and Committee members should be recognized by including their names in the publication.

Rental Policy – Legal Opinion

Association Manager Gaye Morgan presented the Council with a four page letter from Maura A. Abernethy, Esq. of Carpenter, Hazlewood, Delgado & Wood PLC addressing the Proposed Rental Rules issue. In the letter, Ms. Abernethy reviewed the recommendation presented to the Council at the previous meeting by Alternate Council Dick Tetreault. Gaye Morgan then presented the council with Proposed Rule and an Association Notification of Lease or Rental of Residential Real Property form. Gaye suggested that the proposed revisions to the rule and the Notification Form may fall within the guidelines of the legal opinion. A discussion ensued which resulted in a motion made by Mike Enders to send the proposed rule to legal for review of the wording and the liability to

the Association. The motion was seconded by Russ Parker and passed with Ray Looime voting against the motion. Mike Enders moved to adopt the proposed rule pending legal opinion on the wording and the liability to the Association. The motion was seconded by Russ Parker and passed with Ray Looime voting against the motion.

New Business

a. Crime Alert Program – Bill Preston

Bill Preston, Crime Alert Program Coordinator, presented the Council with a packet containing a proposal requesting that the Council appoint a subcommittee to decide whether or not to assume responsibility for The Ranch portion only of the Crime Alert program. He briefly described the proposal and indicated more detailed information was included in the packet. He stated that he had been assuming responsibility for the program since 1997; he advised that it would cost the association approximately \$26.00 per month to maintain the phone line necessary for the program. Council Member Bob Tinney advised that the posting of the Crime Alert program signs in The Ranch had been addressed in a previous Council Meeting. A heated discussion ensued and a motion was made by Ray Looime to have the Council take over responsibility for the Crime Alert Program. The motion was seconded by Phil Alvarado. The motion was voted down, Ray Looime voted in favor of the motion, Russ Parker abstained and all others voted against it.

b. HOAMCO Managers Report – Gaye Morgan

Gaye Morgan summarized the Manager's report provided in the Council's information package

Weed abatement in Easements – Gaye reported that letters had been sent to all owners. As of March 31, 2007 \$9,675.00 has been collected towards this program, and she was still receiving correspondence with regards to this program. Scott Lee will advise Jonny's Tree Service when to do the first cutting. Gaye also advised the majority of the participation was from non-resident owners.

Election Preparation – A need to choose a location for the next annual meeting was discussed with three locations being mentioned, the new Community Center, Yavapai College Auditorium, and The Resort. Gaye also advised they needed to establish a time line for candidate solicitation, obtain bios, Homeowner notification, ballots, and voting. A timeline would be presented at the May meeting.

Curb Crack Weed Spraying – It was reported that weeds were coming through on West Lee Blvd. Praying Mantis was called and will touch up this area the week of April 20, 2007.

Prescott Fire Department Hazard Survey – Gaye met with Jeremy Brinkerhoff, Wildland Code Enforcement Officer, who reported that they will be in The Ranch during the next three months performing assessments with regards to a homes susceptibility to wildfire. It was noted the homeowners could contact the Fire Department to request this evaluation and that the Fire Department would like the community assistance in getting the word out. Phil Alvarado advised that they would post this on the Association website.

c. Monument Maintenance Bids – Gaye Morgan

Gaye advised that she had received two bids for maintenance of the Monument signs, one from Harry Herwerth for \$575.00 for two visits per month, and one from Jonny's Tree Service for \$375.00 for one visit per month. Harry's bid was verbal, Jonny's was in writing. She reported that last year the Association had paid \$450.00 per month. She also advised that Jonny's Tree Service indicated they would come out as called if more attention was needed during the monsoon season. After some discussion a motion was made by Russ Parker to accept the bid by Jonny's Tree Service for Monument maintenance. The motion was seconded by Scott Lee and unanimously approved.

Adjournment

The next council meeting will be held on May 24, 2007 at 3:00 PM at HOAMCO.

There being no further business before the council, Mike Enders moved to adjourn the meeting. Russ Parker seconded the motion and it was unanimously approved. The meeting adjourned at 4:50 PM.

Respectfully submitted,

Phil Alvarado, Secretary