



**The Ranch at Prescott
HOA Council Meeting Minutes
May 23, 2013**

ATTENDANCE

Council Members in attendance were Dick Tetreault-Unit VII, Clark Moskop-Unit I, Billie Powell-Unit II, Russ Parker-Unit III, Mike Enders-Unit IV, Kent Robinson-Unit V, Maxine Tinney-Unit VII and Scot Lee-Unit IX. Alternate Council Members in attendance were Emese Sandor-Unit III, Rich Muth-Unit VI, and Terry Madeda-Unit IX. Also attending were Stacy Maule, HOAMCO Director of Management Services, AZ, Jim Atkinson with Carpenter-Hazlewood, Tim Graves, HOAMCO Association Manager and Donna Forster, Minutes Taker.

CALL TO ORDER/ESTABLISH A QUORUM

Chairman Dick Tetreault-Unit VII called the meeting to order at 3:03 pm. A quorum was established.

APPROVAL OF MINUTES

Motion: Mike Enders-Unit IV moved to accept the March 28, 2013 meeting minutes as written. The motion was seconded by Kent Robinson-Unit V and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the period ending 3/31/13 and 4/30/13. April accounting is summarized as follows:

Operating Account AAFS	\$ 92,963
Metro Bank MM Account (Operating)	\$ 240,967
AAFS Reserve MM Account	\$ 45,012
AAFS Operating MM	\$ 4,235
Construction Deposit MM	\$ 21,000
Accounts Receivable Assessments	\$ 6,108

Terry Madeda-Unit IX Alternate and Clark Moskop-Unit I received answers to questions about Construction Fees, Aged Owner Balances, Liens and Bankruptcies. Maxine Tinney asked if the **Homeowner Assessments** on the **Income/Expense Statement-Operating Fund** of \$ 116,625 for January indicated that all 933 Ranch property owners had paid their 2013 assessment dues. It was explained that HOAMCO uses an accounting system based on the "accrual principle" under which revenue is recognized (recorded) when earned, but does not indicate that all property owners had paid assessments. The HOAMCO manager shared that the **Homeowner**

Assessments on the **Income/Expense Statement – Operating Fund** of \$1,500- of the \$1,875- for March indicated reimbursement to Phase I Annual Assessment Obligations for 2013 for additional lot payments regarding the Settlement Agreement.

Motion: Kent Robinson-Unit V moved to approve the 3/31/13 and 4/30/13 Financial Reports as presented, subject to audit. The motion was seconded by Clark Moskop-Unit I and passed unanimously.

PUBLIC COMMUNICATIONS

Terry Madedo questioned whether or not HOA funds were used in repairing the tennis courts, since the website stated “no HOA funds” were used. The Council clarified that only the drainage *around* the tennis courts, in common area, was improved with HOA funds, not the tennis courts.

Action: Review Tennis Court information on webpage to determine if wording needs revised.

OLD BUSINESS

a. Firewise Update: Dick Tetreault-Unit VII provided an update on the status of becoming a Firewise community and reported the Firewise Plan had not yet been approved. When funds are received, the plan is to begin fuel mitigation clearing in the approximate 30 acres of Common Area.

b. Compliance Policy and Signage Guidelines Review: Maxine Tinney-Unit VII discussed the proposed changes to “The Ranch at Prescott HOA COMPLIANCE POLICY REVISED”, as provided to the Council. **Motion:** Kent Robinson-Unit V moved to accept “The Ranch at Prescott HOA COMPLIANCE POLICY REVISED” as proposed. Mike Enders-Unit IV seconded the motion which passed unanimously. The signage discussion remained tabled.

Action: Post revised Compliance Policy to website and mail to all HOA members.

NEW BUSINESS

a. Legislative Action Development: Jim Atkinson and Stacy Maule reviewed Carpenter-Hazlewood’s, HOAMCO’s and homeowners’ roles in fighting legislative actions that affect HOAs and how to best facilitate the process. Jim reported there were only two bills that passed out of the 21 bills presented this year that affected HOAs and both of those have a minimal affect on HOAs. Jim reported that the Community Association Institute (CAI) is very active lobbyist group. When bills arise that the HOA is against, HOAMCO and Jim should be notified so that they may present appropriate comments to the legislature. Form letters or emails do little or no good, according to Jim, but personal letters to legislators do get attention, especially if many letters from homeowners are received. Another educational group is the President’s Circle that meets at Yavapai Hills Clubhouse on the second Thursday of each month at 10:00 am. All of the bills are discussed and valuable information is provided, as well as a lunch. Jim suggested homeowners go to www.carpenterhazlewood.com to read Scott Carpenter’s Blog about the active bills. Stacy Maule reported that, in the past, she has sent out “alert blasts” about bills with suggestions as to what homeowners can do to fight the bills. She recommended having a website that could send out the alert blasts easily to all of the homeowners. Tim Graves will call Jim Atkinson about any pertinent bills and will put the matter of legislative bills on the agenda for the Annual Meeting. The new Council may consider having a committee that looks at laws and upcoming legislative actions that affect HOAs.

b. Signage Rule Waiver: Dick Tetreault-Unit VII noted that the visibility of the “h” type “For Sale” sign on a downward slope was limited on a particular lot and the Council voted for a waiver

that would apply to that lot; the Council will allow exceptions to the Signage Rule when warranted.

c. Insurance Policy Review: Dick Tetreault-Unit VII reported, due to the initial position and response of Auto-Owners Insurance (A-OI) to deny the claim on the Hack case, the Council needs to evaluate the current insurance policy and may send the HOA insurance contract out for bids. A-OI has now tendered the responsibility for defense to the law firm of Gary, Woner, Hoffmaster & Peshek, P.C.

d. Assessment Collections Update: Tim Graves noted the HOA is dealing with 14 homeowners with combined lots who have been paying one assessment and all but three have signed the settlement agreement. The matter will be discussed further in Executive Session.

e. Lot Maintenance – HOA vs. Property Owner: Tim Graves reported that the responsibility of clearing lots, in accordance with the CC&Rs, lies with the owner. However, some lots in Mystic Heights, whose owners live out of state, have had debris dumped on them, making them a health and safety hazard. Lots in such condition will be reviewed by the Council on an “as needed” basis. Homeowners concerned about the weeds, dead trees, etc. on any lots may call Tim Graves.

f. Commemorative Tree/Memorial: Emese Sandor-Unit III presented a proposal to the Council for “Planting a Memorial Tree” honoring the fallen heroes of war and all war veterans. Emese’s proposal included the type of tree, a Desert Willow, the place, near the statue of the horse on Lee Boulevard or in a cul-de-sac and the idea for a plaque. The Council was amenable to the request; however, additional information is needed regarding the cost, placement and maintenance of the tree and plaque. Tim Graves will work with Emese to gather information for the next Council meeting.

g. Candidates for 2013-2014 Council Elections: Maxine Tinney-Unit VII thanked all of the HOA Council Members and Alternates for their ongoing time and service to the HOA property owners and hoped that all members would consider running for the HOA Council in the upcoming election. With regards to the 2013-2014 Council Elections, Candidate Forms soliciting interested members to run for positions on the Ranch Council will be mailed in mid-July. Maxine suggested that each HOA Council Member might wish to seek out, explain council responsibilities and purposes, and encourage at least one or two HOA members within their respective units to run as a candidate for the HOA Council or serve as an Alternate. Candidate Forms are to be returned by early August and ballots sent by mid August with ballot returned, counted and verified prior to the September 12th Annual Meeting.

HOAMCO MANAGERS REPORT

Tim Graves presented the HOAMCO Monthly Management Report dated March 29, 2013 through May 17, 2013, as provided in the Council packets. Tim noted that the re-inspection of “For Sale Sign Frames” held on 5/15/13 produced three “For Sale Sign” violations. Regarding the newsletter, Tim thanked Maxine Tinney-Unit VII for her work on The Ranch HOA. He noted a new Newsletter editor was needed for the 2013-2014 HOA Council. Tim volunteered to insert articles for the upcoming Newsletters. Tim also mentioned the Weed Abatement Program, which will remain the same as last year: the fee for up to four cuttings will be \$75 per member and is on a volunteer basis.

FUTURE AGENDA ITEMS

a. Signage

b. Memorial Tree

ADJOURNMENT

Since there was no further business to come before the Council, the meeting was adjourned at 4:42 PM.

Respectfully submitted,

Russ Parker, Secretary/Treasurer