



**The Ranch at Prescott  
HOA Council Meeting Minutes  
May 24, 2012**

**ATTENDANCE**

Council members in attendance were Kent Robinson–Unit V (Vice-Chairman), Mike Enders-Unit IV (Secretary-Treasurer), Billie Powell-Unit II, Russ Parker-Unit III, Rich Muth-Unit VI, Maxine Tinney-Unit VII and Scot Lee-Unit IX. Alternate Council Member in attendance was Bob Tinney-Unit VII. Also attending was homeowner Terry Madedda, Tim Graves, HOAMCO Association Manager and Donna Forster, Minutes Taker.

**CALL TO ORDER/ESTABLISH A QUORUM**

Kent Robinson–Unit V (Vice-Chairman), acting as Chairman for Dick Tetreault-Unit VII (absent), called the meeting to order at 3:04 p.m. A quorum was established. Terry Madedda from Unit IX was introduced.

**APPROVAL OF MINUTES**

A correction to the Minutes of the 3/22/12 Council meeting was noted: Under New Business, item 8c, add the following: "Maxine Tinney pointed out that the current Signage Guidelines and Policy currently states that it is requested, not required, that the sign post be placed parallel to the curb. There was no motion and it was suggested that the topic be placed as Future Agenda Item."

**Motion:** Maxine Tinney-Unit VII moved to accept the March 22, 2012 meeting minutes as corrected. The motion was seconded by Russ Parker-Unit III and passed unanimously.

**APPROVAL OF FINANCIALS**

The Council reviewed the Financial Reports for the periods ending 3/31/12 and 4/30/12. April accounting is summarized as follows:

Operating Account CAB	\$ 50,772
MM Account (Operating)	\$ 74,086
CD Operating Accounts	\$ 238,726
Bank Reserve Account	\$ 34,053
Construction Deposit	\$ 18,501
Accounts Receivable Assessments	\$ 5,108

**Motion:** Billie Powell-Unit II moved to approve the 3/31/12 and 4/30/12 Financial Reports as presented, subject to audit. The motion was seconded by Russ Parker-Unit III and passed unanimously.

## **PUBLIC COMMUNICATIONS**

**a.** Homeowner Terry Madeda-Unit IX reported there was a lot of traffic in his cul-de-sac from people not realizing it was not a through street and Terry requested a "No Through Street" sign be posted. The Council advised Terry that the streets were City property and that he could contact the City or the HOA could order the sign and ask for permission from the City to put it up. Tim Graves will research to determine the best solution and get back to Terry Madeda. Terry also asked about the procedure to report lots with dead trees, ladder fuel, etc. Tim Graves explained the violation procedures and requested that Terry call him with the details and he would take care of notifying the owners. Terry Madeda also requested that when a new home was being built, that the next door neighbor might be invited to the ARC meeting, as a person of interest. Scot Lee-Unit IX reported that all lots are dealt with the same way and everything is taken into consideration, including how a neighbor might be affected, and that if there were serious considerations, the next door homeowner would be notified.

## **OLD BUSINESS**

**a. Resolution of Stonegate Inquiry - Kent Robinson–Unit V:** Kent Robinson–Unit V reported that Stonegate has retracted their proposal and the issue is now closed.

**b. Street Light Inspection – Tim Graves:** Tim Graves reported there are now only ten lights inoperable and there were forty. Tim requested waiting until Fall to inspect the lights before sending out notices/fines; however, in the meantime, Tim will give the addresses to Scot Lee-Unit IX and he will conduct nighttime inspection in the near future.

**c. Letter to City of Prescott-Parking Signs – Tim Graves:** Tim Graves reported the City is installing "No Parking" signs at its discretion, without any recommendations/requests from the HOA. The signs are entirely a City matter and the HOA has no involvement.

## **NEW BUSINESS**

**a. Unit I Council Member Update:** Council members discussed the fact that there was no representative from Unit I. Maxine Tinney-Unit VII suggested that since the elections are coming up, people could be encouraged to run as candidates, and that no action be taken now. The Council agreed to take no action and to let the position be vacant for one more meeting.

**b. HOA Legislative Updates - Maxine Tinney-Unit VII:** Maxine Tinney-Unit VII related that, of the 19 bills which affect HOAs and were introduced to the 50<sup>th</sup> Arizona Legislature, four passed. However, two of the four bills were vetoed by the Governor. Maxine Tinney-Unit VII discussed with the Council the two bills that will take effect on August 2, 2012: **SB1476 Construction Approval and Review**, regarding the Architectural Committee and **HB2471 Conflicting Enactments** regarding signage. A full copy of SB1476 and specifically pages 6 and 7 of SB1476 were shared with The Ranch HOA Council including how The Ranch *Architectural Design Guidelines* fit with the upcoming law. Maxine Tinney-Unit VII recommended that both the *Architectural Design Guidelines* and the *Signage Guidelines and Policy* be updated, if necessary, and previewed by legal counsel to verify they comply with the law. Maxine also noted that Scott Carpenter will be doing a presentation at HOAMCO on June 7<sup>th</sup> at 4:00 p.m. and legal questions may be asked. Scot Lee-Unit IX has stated that he is planning to attend. Further discussion was deferred to the August meeting, after Kent Robinson–Unit V seeks legal counsel.

**c. Landscaping at The Ranch Entrance/Tree Trimming - Scot Lee-Unit IX:** Scot Lee-Unit IX reported he has talked to the City and Parks department and he has completed about half of the work, therefore, another bid is needed from Jonny's Tree & Landscaping Co. Scot Lee-Unit IX also suggested that the same type of work be carried on to other parts of the community and that the Council may want to consider benches be placed along the trail.

**d. ARS 33-1804 Open Meetings; Exceptions – Tim Graves:** Tim Graves distributed an Arizona State Legislature document, *ARS 33-1804 Open meetings; exceptions* for the Council's review. The Council reaffirmed that all Council meeting, with the exception of Executive Council meetings (per *ARS 33-1804*), are open to the members.

**e. Residential Rental/Lease Review - Tim Graves:** As a result of a phone call from a homeowner questioning whether or not a homeowner could sub-let a room in his home, Tim provided *The Ranch Rental/Lease Property Rule Adopted by the Governing Council on May 24, 2007*, which states "All Leases/Rental agreements shall be in writing and shall not be for less than the entire Residence." Therefore, it is acceptable for a homeowner to lease his home. Billie Powell-Unit II noted that her unit in The Oaks requires the lease to be no less than six months in duration and is restricted to not more than one family. Tim Graves requested that Billie Powell-Unit II provide him a copy of Unit II's policy so the matter could be discussed at the next meeting.

**f. Newsletter Sub-Committee Report - Mike Enders-Unit IV:** Mike Enders-Unit IV provided "The Ranch at Prescott HOA Newsletter Sub-Committee Report, May 24, 2012" for the Council's review and noted the deadline for articles is July 5, 2012. At this time, a discussion followed regarding a proposed motion, dated May 15, 2012 and submitted by Dick Tetreault-Unit VII, regarding information published on the website and The Ranch bulletin board.

**Motion:** Scot Lee-Unit IX moved that no information is to be published on The Ranch HOA website or The Ranch HOA Bulletin Board without the express approval of the elected Council members. Mike Enders-Unit IV seconded the motion which passed unanimously.

**g. Ranch HOA Website Updates - Maxine Tinney-Unit VII:** Maxine Tinney-Unit VII submitted a report for the Council's review, "Updates Made to The Ranch at Prescott HOA Website." The updates were made to HOAMCO's Ranch Permanent Electronic Files during April 2012 and Maxine thanked Tim Graves, HOAMCO Community Association Manager, and Lynette Schauwecker, webmaster of *3 Tomboys Website*, for implementing and posting the changes.

**h. Candidates for 2012-2013 HOA Council Elections - Maxine Tinney-Unit VII:** Maxine Tinney-Unit VII thanked all of the HOA Council for the ongoing time and service to the HOA homeowners and hoped that all members would consider running for the HOA Council in the upcoming election. With regards to the Elections, 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.

**i. Agenda/Minutes Development and Posting Protocols - Kent Robinson–Unit V and Maxine Tinney-Unit VII:** Kent Robinson–Unit V presented the protocol for the "Ranch at Prescott HOA Proposed Meeting Agenda/Minutes Development, Distribution and Posting" for the Council's review and requested that any suggestions or changes be submitted to him, Tim Graves or Maxine Tinney-Unit VII.

## **HOAMCO MANAGERS REPORT**

Tim Graves presented the HOAMCO Monthly Management Report dated March 19, 2012 through May 17, 2012, as provided in the Council packets. Tim noted that the quote from

Stimco for \$1,295.05 for the replacement of the picnic tables at the tennis courts was included in the Council packet and he had received several similar quotes. **Motion:** Mike Enders-Unit IV moved to approve not-to-exceed funds of \$1,500 for the replacement of the picnic tables at the tennis courts and to leave the final decision on the selection to Tim Graves and Scot Lee-Unit IX. Maxine Tinney-Unit VII seconded the motion which passed unanimously. Tim Graves also noted he had received good response on weed abatement and thanked Maxine Tinney-Unit VII for her assistance in cleaning up the website. Rich Muth-Unit VI expressed concern about large trees blocking oncoming traffic on a sharp turn by Mystic Canyon and West Lee Boulevard. Adding a stripe down the middle of the road or placing a warning sign was suggested. Tim Graves will call the City to see what can be done.

### **FUTURE AGENDA ITEMS**

- a. Signage Policy/Frame Rules
- b. Residential Rental/Lease Review - Billie Powell-Unit II
- c. Draft Memorandum for Lot Assessment

### **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 4:40 PM. The motion was seconded by Russ Parker-Unit III and passed unanimously. The Council then moved into Executive session.

Respectfully submitted,

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Mike Enders, Secretary/Treasurer