



**The Ranch at Prescott
Homeowners Association
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June 28, 2007
HOA Council Meeting Minutes**

Council Members in attendance were: Russ Parker – Unit III, Ray Loomer Unit V, Robert Tinney – Unit VII-B, Ron Knudsen – Unit VI, Billie Powell – Unit II, Mike Enders – Unit IV, Hank Lenhart – Unit VII-A, and Scott Lee – Unit IX (Scott arrived at 3:30 PM). Four alternate members/homeowners were in attendance. Also in attendance were Gaye Morgan, Association Manager and Judy Connick, recording secretary from HOAMCO.

Approval of Minutes

Russ Parker called the meeting to order at 3:00 PM. A quorum was established and Mr. Parker called for a motion to approve the May 24, 2007 meeting minutes. Ray Loomer moved to approve the minutes, Mike Enders seconded the motion. There being no further discussion the minutes were unanimously approved.

Approval of Financials

Russ Parker opened the discussion of the Financials by remarking that there were a number of locations that had received a letter of intent to lien. Russ Parker called for a motion to approve the filing of a lien pursuant to the delinquency, including the additional location that was omitted from the list and was penciled in. The motion was made by Mike Enders, and seconded by Bob Tinney. The motion was approved unanimously.

A discussion ensued with regard to the Reserve Account. Bob Tinney brought up the recommendation by Gaye Morgan to cap or reduce the funds allocated to the reserve account. Gaye recommended that this change be made with the 2008 budget. Bob desired to know the reason for waiting until the 2008 budget. Gaye explained that the amount was already budgeted for 2007, and that they did have some expenses coming up which would be paid out of the Reserve Account; however, she indicated that it was not necessary to wait, it was the council's choice. Gaye explained that the balance in the

Reserve Account could not be changed; only the amount contributed and frequency of contribution could be changed. Bob requested that the issue be added to next months agenda.

Russ Parkers then called for a motion to approve the Financials ending May 31, 2007. A motion was made by Bob Tinney to approve the Financial Report, reserving any contrary findings of the annual audit. The motion was seconded by Billie Powell and unanimously passed.

Public Communications

Russ Parker opened the floor to public communications from the audience.

Rosalie Naigle, Unit IV stated that she had been advised that there was a newsletter published in 2006. She inquired of the Council where it began and who was doing it. Bob Tinney advised that he believed Jan Gallo and maybe Phil and Joy Alvarado had prepared the newsletter and that there were just three issues published on the web site. Maxine Tinney, Unit VII-B added that it was only published on the web site and no general mailing was done and that it did not come from the Council.

Bob Crouch, Unit VII-A commented on the directions to HOAMCO on the Associations web site. He indicated that the directions were unclear and needed clarification. Russ indicated that he would forward that information to Phil Alvarado, complimented Phil on the excellent work that he does on the web site.

Old Business

a. Proposed Ranch HOA By-law Revision – Russ Parker

In August 2006 the Council reviewed a proposal to revise The Ranch at Prescott Homeowners Association By-laws. There were three additions proposed at that time which had been reviewed by HOA Council: Section 5.3.2, 5.3.3 and 5.3.4. The motion as made at the August Council meeting by Phil Alvarado was a motion to approve Section 5.3.2 Council Member Vacancies and Section 5.3.3 Alternate Council Member Vacancies. The motion was approved with this wording. The motion did not include Section 5.3.4 Election which was more than likely an oversight. This motion indicates that the elections be held by secret ballot. After discussion, Russ Parker called for a motion to approve the addition of Section 5.3.4 Election to the Bylaw amendment. Hank Lenhart made the motion, it was seconded by Bob Tinney and the motion was approved unanimously.

A discussion followed regarding the implementation of a secret ballot, and the need to ensure that all those that cast a ballot must be members in good standing of the Association. By good standing that the member must be current on assessments as defined by the governing documents of the Association. What is being considered is an envelope inside an envelope with the identifying information on the outside envelope. The return envelope will have identifying information. No identifying

information will be on the ballot itself. It was requested that the information that members must be in good standing be included on the ballot, and on the web site and in the newsletter. The date of August 31, 2007 was recommended by Gaye as the cut off date for eligibility to vote. The envelope opening and ballot counting will be done by HOAMCO employees.

New Business

a. Undeveloped Commercial Lot on Highway 69 – Robert Tinney

Russ Parker opened the discussion by stating that he was not sure that the Council has the authority to speak to the issue. Scot Lee indicated that he had received quite a few inquiries regarding the vehicles parked in a haphazard manner on the property in question.

Bob Tinney reported that the reason he had put the matter on the agenda was to inform the Association members of the status of the situation. Bob advised that Lamb Chevrolet leased the land from the state and that the lot was zoned by the City. He and his wife researched the matter and they were not able to locate and ordinance that prohibited the parking of vehicles on undeveloped property. Bob provided the Council with a list for the Prescott Mayor and City Manager with their addresses and the City web site with their email addresses. He wanted the Council member to have the information to provide to members if they received inquiries. Russ stressed that if Council members contacted the City about their concerns that they do so as private individuals and not as representative of the Council. Gaye suggested that the information be added to the web site for informational purposes.

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 Jonny's Tree Service started cutting at Mystic Heights, and that that she had done a drive through with Jonathan and reviewed the location of all homeowners who had signed up for the weed abatement program. They will begin the cutting the other areas in approximately ten days. Gaye reported that no one had requested a refund of the money paid for the program. Gaye reminded the council that his bid was \$4000.00 plus for each cutting, with up to four times through September.

Annual Meeting – The contract for the Yavapai Performance Hall has been signed and the deposit sent. Gaye advised that this year Chartwells has the exclusive contract for all food and beverages and she attached a menu of available items for the Councils review. Gaye will research what was provided at last years meeting and will make a recommendation at the next meeting.

Prescott Fire Department Hazard Survey

Jeremy Brinkerhoff, of Wildland Code Enforcement, and his officers are performing assessments throughout The Ranch. There have been several lots referred for brushing. Gaye presented a draft of a letter to be used as the first contact. The letter will include the fire departments recommendation. Gaye request that the letter be added to the compliance process to give owners more time to comply with the more extensive cleanup process. Gaye requested that a motion be made to add the letter to the compliance policy as initial notification. The motion was made by Mike Enders and seconded by Bob Tinney and unanimously approved.

Curb Crack Sealing – The City of Prescott has The Ranch at Prescott on the schedule for curb crack sealing in October and November, 2007. Gaye advised that a second spraying of weeds may need to be done prior to the curb crack sealing.

Monument Signs and retaining wall refurbishing

Gaye included a bid from Robert Hillert for refurbishing and sealing the three monument signs and the eight retaining walls in the Community. She advised that the money for this would be a Reserve Account expense. Scott Lee advised there were two additional signs that were not included in the bid. A motion was made by Hank Lenhart to approve the bid with the addition two signs at \$475.00 each. The motion was seconded by Billie Powell and unanimously approved.

Self Help

Gaye advised that self help is a compliance issue that has gone the full extent of the compliance policy, letters and fines, and still has not been resolved. There is an owner that has received the final notice. Gaye advised that she had advised the homeowner that she would be requesting the Councils' approval to have the work done and that the money spent on that would be charged to this homeowner's account. She did not receive a response from the homeowner. She asked Jonny's Tree Service to look at the area. It is a large mass of manzanita that has died and borders a developed property. Jonny's advised that it would take three days work and cost approximately \$1,500.00. Gaye advised that the cost could be billed to the owner pursuant to the Weed Abatement and Dead Tree Policy adopted 10/27/05. Bob Tinney moved to proceed with self-help in this matter. Mike Enders seconded the motion and the motion was unanimously approved.

Program for Trash Removal

Councilman Scott Lee has offered the services of his maintenance person at a cost of \$13.25 per hour. He estimates that the cleanup will take approximately one week.

Financial Report – The financials as of May 31, 2007 are as follows.

Desert Hills Bank Operating	\$104,476.26
Desert Hills Bank Operating Money Market	105,871.57
Desert Hills Bank Reserve	28,256.23
Accounts Receivable Assessments	\$ 1,875.00

Adjournment

The next council meeting will be held on July 26, 2007 at 3:00 PM at HOAMCO.

There being no further business before the council, Billie Powell moved to adjourn the meeting. Scott Lee seconded the motion and it was unanimously approved. The meeting adjourned at 4:20 PM.

Respectfully submitted,

Phil Alvarado, Secretary