



**The Ranch at Prescott
July 24, 2008
HOA Council Meeting Minutes**

ATTENDANCE

Council Members in attendance were: Michael Peters – Unit VII, Joan Petty – Unit I, Billie Powell – Unit II, Kent Robinson – Unit V, Doug McArthur – Unit – VI, Scot Lee – Unit IX, Mike Enders – Unit IV, Henry Lenhart – Unit VII. Three alternate members/homeowners were also in attendance. Also in attendance were Gaye Morgan, Association Manager, and Judy Connick, Recording Secretary.

CALL TO ORDER

Council Chairman Michael Peters called the meeting to order at 3:00 p.m. A quorum was established.

APPROVAL OF MINUTES

Mr. Peters called for a motion to approve the June 26, 2008 meeting minutes and the July 10, 2008 special meeting minutes. Henry Lenhart moved to approve the both meetings minutes as written; the motion was seconded by Joan Petty and unanimously approved.

APPROVAL OF FINANCIAL REPORT

The Financial Report for the period ending June 30, 2008 was reviewed by the Council. The summary of this Financial Report is as follows:

Community Association Bank (CAB) Operating	\$132,812.38
Community Association Bank (CAB) Operating Money Market	\$ 8,492.95
Community Association Bank (CAB) Reserve Money Market	\$ 29,492.95
Heritage-OP CD's	\$ 75,655.68
CAB NV OP CD	\$ 25,218.56
Accounts Receivable, Assessments	\$ 3,182.42

Mr. Peters called for a motion to approve the Financial Report. Mike Enders moved to approve the June 30, 2008 Financial Report, reserving any contrary findings of the annual audit. The motion was seconded by Kent Robinson and unanimously approved.

PUBLIC COMMUNICATIONS

The meeting was then opened to comments from non-council members. No homeowners requested to speak.

FUTURE AGENDA ITEMS

Council member Joan Petty addressed the need to revise The Ranch's For Sale Sign policy to include the prohibition of the information tubes which have been added to the signs. The council discussed the matter and Joan Petty indicated that she would draft a revision to the For Sale Sign policy for the Councils review at the August meeting.

Kent Robinson noted the need for the Council to understand its responsibilities and the Homeowners Association obligations regarding payment of legal fees for actions undertaken by the Architectural Review Committee in any CC&R enforcement action. He agreed to review the governing documents and report back to Council at its August meeting.

OLD BUSINESS

a. Island Cul de Sac project

The Council discussed a proposed policy for maintenance of the center Islands in the cul-de-sacs through out the community. It was noted that these islands are actually the property of the City of Prescott and that a release of liability from the City might be required. Association Manager Gaye Morgan included a copy of an email that was sent to the City of Prescott requesting the release of liability was included in the Council's meeting packet. The City advised that the matter had been forwarded to their legal department. At the time of the meeting the City had not responded to the request. The Council decided to table the matter until the next meeting to allow time to secure a response from the City.

b. Report on meeting with Kelley-Wise Engineering

Michael Peters, Scot Lee and Mike Enders reported to the Council on their meeting with Gary Kelley from Kelley-Wise Engineering. They advised that it was the opinion of Mr. Kelley that the drainage channel at Lot 521 was of sufficient size and depth; and that, if larger rip rap was used, there would not have been a problem. They reported that while Mr. Kelley recommended a larger curb opening in the easement it was not clear as to who was responsible for the changes to the curb as it was in the City of Prescott's right-of-way. Michael Peters will draft a letter to Gary Kelley requesting clarification on the curb and rip-rap.

c. Drainage Maintenance Policy

The Council reviewed the first draft of the Policy for Maintenance of the Platted Drainage Easements in Units V & VI. Some changes and additions were recommended. Hank Lenhart moved to approve the policy as revised, Joan Petty seconded the motion and it was unanimously approved.

Michael Peters will draft a letter to the Association Attorney requesting that she prepare a letter to Ron and Barbara Knudsen regarding their drainage issues. Michael Peters moved that the Attorney draft and sign the final letter to the Knudsen's. The motion was seconded by Kent Robinson and unanimously approved.

d. Update on Management Contract for 2008

An Amendment to the Association Management Agreement was included in the Council's meeting packet. It was noted that HOAMCO had agreed to a reduction in the amount of increase from five to three percent.

NEW BUSINESS

a. Election Process Review

The Council reviewed the Election Process information included in their meeting packet. A slight change in wording was suggested for the ballot and the packet was approved for mailing as revised.

b. Signing Policy

Council reviewed the policy for signing Association correspondence and it was decided that correspondence regarding legal or pending legal matters should be signed by the Chairman or Vice Chairman.

c. HOAMCO Management Report

Association Manager Gaye Morgan reviewed the Management Report provided to the Council in their information packet. She called their attention to a bid from Jonny's Tree & Landscaping Co. for weed whacking the walking trail in The Ranch. Mike Enders moved to approve the bid as presented; the motion was seconded by Kent Robinson and unanimously approved. It was requested that the area of weed control be expanded to include the area along the right side of Lee Blvd. from the monument to the graveled area just before the street light. Gaye advised she would request an expanded bid from Jonny's to cover this area.

d. Appointment of Alternate Council Member for Unit II

Billie Powell nominated Amy Wilcox as Alternate Council Member for Unit II as Jan Aldridge was stepping aside. The Council unanimously approved the nomination.

ADJOURNMENT

There being no further business to come before the Council the meeting adjourned at 4:57 p.m.

Respectfully submitted,

Henry Lenhart, Secretary