



**The Ranch at Prescott
HOA Council Meeting Minutes
August 22, 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, Will Hansen-Unit VI, Maxine Tinney-Unit VII and Scot Lee-Unit IX. Alternate Council Member in attendance was Terry Madeda-Unit IX. Also attending were Lori and Randy Hack, Sandy Irwin, 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 3:00 pm. A quorum was established.

OPEN FORUM

The guest homeowners and Council introduced themselves. Randy and Lori Hack, Lot owners in Unit VII, questioned when the information about the new sign policy was going out to the homeowners. Kent Robinson-Unit V replied that the HOA had not received anything in writing from the Administrative Law Judge (ALJ), who ruled in this matter. Dick Tetreault-Unit VII responded that the homeowners would be notified at the appropriate time. Randy Hack also asked when the deadline for the appeal of the ALJ ruling would occur, but the date was unknown. Randy mentioned there were seven lots (825, 839, 840, 852-855) in Unit VII that were not on the Association's Annual Assessment list and questioned the reason for this. Scot Lee-Unit IX replied that those lots were not part of The Ranch, since they belong to the Developer until they were sold. Randy also alleged that in 1994, Unit VIII was annexed, and inquired why the lots were not included in the Annual Assessment. Randy mentioned that realtors were giving out copies of Unit VIII CC&Rs. Dick Tetreault-Unit VII replied the Council would have to research the matter. Lori Hack, who noted she had received a check for a "filing fee" from Auto-Owners Insurance, questioned who owned this insurance policy for The Ranch at Prescott. The Council replied that Auto-Owners Insurance Company held the Directors and Officers liability policy for The Ranch at Prescott Homeowners Association. Sandy Irwin reported that a house being built in Mystic Heights was surrounded by debris and trash and although complaints had been lodged for the past four years, nothing had been done. Scot Lee-Unit IX agreed to speak with the builder and the owner.

APPROVAL OF MINUTES

Motion: Billie Powell-Unit II moved to accept the May 23, 2013 meeting minutes as written. The motion was seconded by Russ Parker-Unit III and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for the period ending 5/31/13, 6/30/13 and 7/31/13. July accounting is summarized as follows:

Operating Account AAFS	\$ 60,348
Metro Bank MM Account (Operating)	\$ 241,344
AAFS Reserve MM Account	\$ 49,660
AAFS Operating MM	\$ 54,226
Construction Deposit MM	\$ 22,500
Accounts Receivable Assessments	\$ 5,608

Motion: Mike Enders-Unit IV moved to approve the 5/31/13, 6/30/13 and 7/31/13 Financial Reports as presented, subject to audit. The motion was seconded by Billie Powell-Unit II and passed unanimously.

PUBLIC COMMUNICATIONS

Maxine Tinney-Unit VII noted there were two carry-over agenda items from the previous meeting. The Tree Memorial was discussed, however additional information regarding the site and sign were not researched, therefore, the item will be dropped. Also mentioned was the Sign Guidelines Revision, and it was decided the matter would be discussed during the Executive Session.

Terry Madeda-Unit IX questioned as to why The Ranch sign was removed. Scot Lee-Unit IX replied that a water line broke beneath the sign and became damaged when the City repaired the line. The sign letters were salvaged so that they can be repaired and possibly used in the future. There is no current plan to have the monument reinstalled at that location.

OLD BUSINESS

a. Newsletter: Tim Graves reported the June newsletter was posted to the website and mailed on June 30, 2013.

NEW BUSINESS

a. Tennis Court Update: Mike Enders-Unit IV reported the Council had authorized to repair three sides of the tennis courts. It was determined that drainage wasn't as much as an issue as the material being used to patch the courts, which was compromised by an underlying material. Although the south end of the tennis courts was saturated, it didn't flood onto the courts. There may be some minor grading needed, however, it will be below the scope of what the Council had authorized to spend.

b. Firewise Update: Dick Tetreault-Unit VII reported it may be possible to receive a matching 50/50 Firewise grant to clear the area along Lee Boulevard from the tennis courts to the end. Tim Graves is getting three estimates for fuel mitigation in the common areas of The Ranch along Lee Blvd. Terry Madeda, Alternate, and Unit IX inquired about the Common

Area near Mystic Heights and whether it had been reviewed for future Firewise work. According to Scot L., Unit IX, it has been reviewed. Dick Tetreault-Unit VII will check into providing a prioritization listing of all HOA common areas including Mystic Heights. Since The Ranch has been determined a Firewise Community, Tim Graves will put an announcement in the newsletter and check to see if the "official" document can be posted to the website. The Forest Service is in the process of cleaning up 55 acres on two sides of The Ranch (Bradshaw Project) and it was noted that the Pinion Pine scale is the worst it has been in quite awhile due to lack of rain.

c. Dead Trees/Compliance: According to Dick Tetreault-Unit VII, an arborist must identify damaged trees that need replacement and must identify the dead trees. The HOA cannot go onto private property to determine if a tree is dead, but if the tree is a nuisance, the HOA can go to court to have it removed, if the owner is unwilling. If a tree is down, it must be cleared off the property.

d. Annual Meeting Update: The Annual Meeting will be held on September 12, at 3:00 pm at the Hassayampa Inn, Marina Room. Guest Speaker will be Gary Roysdon, Firewise Coordinator.

e. Street Evaluation Proposal: Kent Robinson-Unit V reported that at the last meeting, the Council agreed to talk about using a consulting agent to evaluate the streets in The Ranch as a way to approach the City to get repairs done, since street repairs are not in the City's long range budget (CIP). Kent contacted Shepard-Wesnitzer, Inc. (SWI), who has done previous work for the City, and who suggested a two-phase program (proposal included in the Council packet). Kent noted that in 2006, a survey was done by the City of Prescott for all the roads in The Ranch. SWI will meet with the City to gather background information on the survey and analysis of pavement conditions to determine why Lee Boulevard was taken off the list for complete reconstruction. Lee Blvd. was on the schedule to be reconstructed and, therefore, the City didn't chip seal it. Depending on the data found, the HOA could request a minimally invasive investigation. The estimated fee for Phase I may be about \$10K. Kent suggested that the Council approves the agreement with not-to-exceed limits. **Motion:** Kent Robinson-Unit V moved to proceed to retain SWI, for an estimated \$10K, to determine the status of The Ranch roads, to obtain information from the Department of Public Works and gain information that The Ranch can use to proceed. Mike Enders-Unit IV seconded the motion which passed unanimously.

f. Rental/Lease Properties Rule: As a result of SB1454, it will be necessary to modify the current HOA form, "Association Notification of Lease or Rental of Residential Real Property Located in the Ranch at Prescott". Tim Graves submitted the above noted form to Carpenter-Hazlewood for legal review and suggested modifications to the form, to bring it into compliance with SB1454. **Motion:** Mike Enders-Unit IV moved to allow the "Association Notification of Lease or Rental of Residential Real Property Located in the Ranch at Prescott" document brought into compliance, subject to legal review by Carpenter-Hazlewood. Maxine Tinney-Unit VII seconded the motion which passed unanimously.

HOAMCO MANAGERS REPORT

Tim Graves presented the HOAMCO Monthly Management Report through August 22, as provided in the Council packets. Tim noted he was working on the 2014 budget and will email a copy of the budget to the Council members. An increase in assessments is not

anticipated.

FUTURE AGENDA ITEMS

- a. Bylaws: Kent Robinson-Unit V will do a review and red-line of the Bylaws with Dick Tetreault-Unit VII
- b. CC&Rs: It was questioned that if a CC&R is determined to be ineffective, does it need to be deleted? Tim Graves will research and report at the next meeting.

ADJOURNMENT

Motion: Since there was no further business to come before the Council, Russ Parker-Unit III moved to adjourn the meeting at 4:20 PM. Billie Powell-Unit II seconded the motion which passed unanimously and the Council moved into Executive Session.

Respectfully submitted,

Russ Parker, Secretary/Treasurer