



**The Ranch at Prescott
HOA Council Meeting Minutes
August 27, 2009**

ATTENDANCE

Council members in attendance were: Joan Petty-Unit I, Billie Powell-Unit II, Russ Parker-Unit III, Rosalie Naigle-Unit IV (Vice-Chairman), Kent Robinson-Unit V (Chairman), Doug MacArthur-Unit VI, Dick Tetreault-Unit VII, Hank Lenhart-Unit VII and Scott Lee-Unit IX. Alternate Council Members in attendance included Bud Brown, Vinny Clark, Mike Enders, Dion Mannen, Amy Wilcox and Maxine Tinney. Also attending was Jan Aldridge, Gaye Morgan, Association Manager, Michael Allen Peters and Donna Forster, Minute Taker.

CALL TO ORDER

Chairman Kent Robinson called the meeting to order at 3:00 p.m. A quorum was established.

APPROVAL OF MINUTES

Chairman Robinson called for a motion to approve the July 23, 2009 Meeting Minutes. **Motion:** Hank Lenhart, Unit VII, moved to approve the July 23, 2009 Meeting Minutes. The motion was seconded by Dick Tetreault, Unit VII. The minutes were approved unanimously.

APPROVAL OF FINANCIALS

The Financial Report for the period ending July 31, 2009 was reviewed by the Council.

Operating Account CAB	\$ 32,186
CAB MM Account (Operating)	\$ 150,364
CD Accounts (Operating)	\$ 77,696
Bank Reserve Account	\$ 11,086
Construction Deposit	\$ 6,007
Accounts Receivable Assessments	\$ 3,481

A question arose as to the previous and current CD rates. Gaye Morgan reported that she will email the current rates to the Treasurer as the CDs become due. Chairman Robinson called for a motion to approve the July 31, 2009 Financial Report. **Motion:** Doug MacArthur, Unit VI, moved to approve the report, reserving any contrary findings of the annual audit. The motion was seconded by Joan Petty, Unit I, and passed unanimously.

PUBLIC COMMUNICATIONS

There were no members present to address the Council.

OLD BUSINESS

a. For Sale Sign Policy Procedure – Maxine Tinney, Unit VII

Maxine Tinney reported that some new signs have been put up that are not in compliance with the City of Prescott Code 8-6-6. Maxine contacted the Enforcement Code Officer in the City Community Development Office (CDO) by email with a history of the signs. The CDO sent out a mailing to Realtors requiring that they be in compliance with City Code.

b. Drainage Committee - Dick Tetreault, Unit II

Dick reported there were no new drainage problems. The Oak's project in Unit 2 is working well and the project should be finished before the next regular meeting. A question arose as to future obligations for the maintenance of the Unit II drainage. Dick Tetreault will research the issue and report back to the Board at the next regular meeting.

c. Defensible Space – Hank Lenhart, Unit VII

Hank resigned as Chairman of the Defensible Space Committee. Kent Robinson thanked him for his efforts on the committee. Hank reported that his point of contact in the Fire Department is Ted Ralston.

d. Newsletter Update – Rosalie Naigle, Unit IV

Rosalie Naigle discussed the upcoming Newsletter. The Newsletter will encourage members to get the color issue by email.

e. Web Site – Maxine Tinney, Unit VII

Maxine reported that she had compiled a searchable word .pdf document, had it proofed, and sent it to the Council members and Alternates on August 16, 2009, requesting changes or additions. No corrections were submitted. Maxine suggested the following motion.

Motion: Russ Parker moved that the "searchable word .pdf file 1994 Second Amended and Restated Declaration of Covenants, Conditions and Restrictions" be included on The Ranch at Prescott HOA Website below the original document and labeled with a disclaimer that this document is a "searchable word .pdf file and is not the actual document recorded with Yavapai County". The motion was seconded by Doug MacArthur and passed unanimously.

f. Annual Meeting/Election

Chairman Kent Robinson reported that there will be a power point presentation at the Annual Meeting and that a few Council members will be asked to make brief presentations. There will also be a discussion on chip sealing. Kent will send a letter of appreciation to the City for their work thus far on the chip sealing project.

Gaye reported that HOA Council Representative election ballots will be counted on September 11, 2009, at 3 PM and reminded everyone that all candidates are invited to the counting of the ballots. Kent informed the Council that there was only one candidate running from each Unit and none from Unit VI. If there are no volunteers for Unit VI, the Council will have to appoint a Council member, who could be from a Unit other than VI. Kent requested that the Council remain after the Annual Meeting for the election of its officers.

g. Budget Approval 2010

Hank Lenhart reported that he, Gaye Morgan, Rosalie Naigle and Bob Tinney had met to discuss the proposed 2010 budget and had the following suggestions:

1. The annual Association assessment fee will remain at \$125.
2. The HOAMCO management fee will not increase.
3. The Newsletter budget increased by approximately \$60 a year.
4. The Engineering budget increased by \$1,000 a year.
5. Landscape-Other increased by \$17.00 for the year.
6. A Trails Repairs and Maintenance budget category was added at \$3,000 a year.
7. A Repairs/Maintenance-Drainage budget category was added at \$4,095.

The changes were discussed by the Council, Alternate Members and those in attendance and resulted in the following motion. **Motion:** Russ Parker moved that the proposed budget for 2010 be approved. The motion was seconded by Billie Powell and passed unanimously.

h. Audit

It was reported that the formal audit report from Douglas Gray, Independent Auditor, was received. The auditor found that the financial statements presented fairly the financial position of the HOA.

NEW BUSINESS

a. HOAMCO Managers Report - Gaye Morgan

Gaye reviewed the Management Report dated August 20, 2009, as provided in the Council packets. Gaye reported that for the first time, the HOA had received a refund from the IRS in the amount of \$952. Gaye also discussed weed abatement, which was planned for the end of August, but will be moved to after Labor Day. Gaye reported that weeds in the wash area by the sewer pump station had grown over two properties and that Jonny Landscaping will cut back the tops of the weeds. A "No Trespassing" sign has been installed at the Oaks in a common area.

FUTURE AGENDA ITEMS

The outgoing Chairman of the Council, Kent Robinson, thanked the Council and attendees for their efforts on behalf of the HOA. Mike Enders acknowledged Kent's contributions to the HOA and expressed his appreciation on behalf of all of the members.

ADJOURNMENT

There being no further business to come before the Council, Kent Robinson adjourned the meeting at 4:12 p.m.

Respectfully submitted,

Russell Parker, Secretary