



**The Ranch at Prescott
HOA Council Meeting Minutes
October 27, 2016**

ATTENDANCE

Council Members in attendance were Phil Alvarado-Unit I, John Stilo-Unit III, Mike Enders-Unit IV, Chuck Fullington-Unit V, Paul Scrivens-Unit VI, Scot Lee-Unit VII, and Terry Madedda-Unit IX. Alternates attending were Billie Powell-Unit II and Bernie Tibbs-Unit IX. Guest was Tom Menser. HOAMCO Association Manager Ann Zdanowski and Donna Forster, Minutes Taker, were also in attendance.

CALL TO ORDER/ESTABLISH A QUORUM

Council Vice Chairman Mike Enders-Unit IV called the meeting to order at 3:03 pm and a quorum was established.

OPEN FORUM

Mike Enders welcomed Tom Menser, Chairman of Planning and Zoning for the City of Prescott. Mike noted Tom Menser is the newly appointed member of ARC and the HOA hopes to use Tom's guidance with the City for roads in the Ranch.

APPROVAL OF MINUTES

Motion: Paul Scrivens-Unit VII moved to approve the minutes of August 25, 2016 as presented. The motion was seconded by Chuck Fullington-Unit V and passed unanimously.

APPROVAL OF FINANCIALS

The Council reviewed the Financial Reports for August and September. **Motion:** Terry Madedda-Unit IX moved to approve the August and September Financial Reports as presented, subject to audit. The motion was seconded by Billie Powell-Unit II and passed unanimously.

OLD BUSINESS:

a. Recognition of Newly Elected Council Representative: The Unit Representatives are as follows: Unit I-No representative; Unit II-Billie Powell; Unit III-John Stilo; Unit IV-Mike Enders; Unit V-Chuck Fullington; Unit VI-Paul Scrivens; Unit VII-Bernie Cygan; and Unit IX-Terry Madedda. It was noted representatives were missing from Unit I.

b. Election of HOA Council Officers: Motion: Phil Alvarado moved to nominate Mike Enders as Chairman of the Council. John Stilo seconded the motion which passed

unanimously. Mike noted he would frequently rely on assistance from the Council. **Motion:** Billie Powell moved to nominate Scot Lee as Vice-Chairman of the Council. John Stilo seconded the motion which passed unanimously. **Motion:** Chuck Fullington moved to nominate Terry Madeda as Secretary/Treasurer of the Council. Paul Scrivens seconded the motion which passed unanimously.

c. Appointment of Alternates: Alternates were discussed with the following results: **Motion:** John Stilo moved to approve Bill Hopper-Unit III, Rosalie Naigle-Unit IV, Richard Hernandez-Unit VI, Steve Bennett-Unit VII and Bernie Tibbs-Unit IX as Alternates from their units. Terry Madeda seconded the motion which passed unanimously. Alternates are still needed for Units I and V.

d. Annual Meeting Report: Ann Zdanowski reported the Annual Meeting was well attended with about 70 members and that several members expressed their support of the Firewise Program.

e. Review, Revisions and Approval of 2017 Budget: Ann Zdanowski reported she had made the revisions to the draft budget as requested by the Council in August and was submitting the budget for the Council's approval. **Motion:** Terry Madeda moved to approve the 2017 Budget. Billie Powell seconded the motion which passed unanimously. Billie Powell mentioned members at the Oaks did not understand why dues were increased for 2017. Mike Enders agreed to attend their next meeting to answer any questions.

f. Consideration of a Full Audit: Terry Madeda and Ann Zdanowski researched and presented quotes from three CPAs for conducting either a Review, a Compilation or an Audit of the HOA's financial records. Terry suggested an audit be performed since one had never been done. **Motion:** Phil Alvarado moved to approve a full audit. Terry Madeda seconded the motion which passed unanimously. **Motion:** Chuck Fullington moved to use Ginsburg & Dwaileebe to perform the full audit at a cost of \$2,500. Billie Powell seconded the motion which passed with one abstention, Terry Madeda.

g. Barbed Wire Fencing: Terry Madeda reported that he, John Stilo and Ann Zdanowski met with Carpenter Hazlewood (CH), Attorneys, to present facts regarding the maintenance needed on the barbed wire fence bordering the Ranch. CH sent a letter (as provided in the Council packet) to the Arizona State Land Department. No reply has been received to date.

h. Drainage Issues: Mike Enders reported a meeting was held with Eric Sparkman, P.E., of SWI to discuss drainage issues at 422 and 306 Fox Hollow Circle. Mike distributed a proposal from SWI to the Council and stated the proposal covered the engineering services but not the actual, physical work. Mike requested the Council review the proposal but noted the total erosion problem, including those in the common areas, needed to be addressed, and Mike would provide the costs for discussion at the January meeting. Chuck Fullington volunteered to assist Mike with the information needed for the costs proposal.

i. Website: Paul Scrivens presented a "Proposed Site Structure" report in the Council packet and discussed possible informational items that could be included on the website. Paul requested that he be allowed to proceed with a "Prototype" of the website, which will cost about \$1,000. The Council expressed concerns about the possible financial repercussions but also noted it would be a way to draw the community together. **Motion:** Phil Alvarado moved to move forward with the prototype but requested the web designer be present and be prepared to discuss costs when the prototype is ready. Terry Madeda seconded the motion which passed with one abstention, Scot Lee.

j. Weed Abatement Program Bids: Ann Zdanowski presented three bids for line trimming along the roads in the Ranch. It was suggested that more work is needed besides the

trimming, including picking up trash and spraying, and that possibly hiring one or two people to work year round would be more advantageous. It was also suggested that HOAMCO could hire and manage the personnel and funds could be used from the Weed Abatement Program. The Council requested that Ann look into the benefits of having the work performed internally vs. hiring a private contractor, determine what HOAMCO would charge and report the results to the Council at the next meeting.

NEW BUSINESS:

a. Approval of 2017 Meeting Schedule: Ann Zdanowski presented the new schedule for 2017 for the Council's consideration. The Council discussed an earlier meeting time of 2:00 pm, instead of 3:00 pm. **Motion:** John Stilo moved to approve the new 2017 schedule with the meeting time at 2 pm instead of 3 pm. Terry Madeda seconded the motion which was approved unanimously. The meeting dates are as follows: January 26, March 23, May 25, August 24, September 21 (Annual Meeting) and October 26, 2017.

b. Architectural Committee Report: Scot Lee noted that two new homes are starting soon on Bar Circle A with a minimum of 2,000 square feet required. No other plans have been submitted. Council members mentioned that building contractors are often in violation of the rules and Scot requested that anyone seeing any violations should let him know. Terry Madeda mentioned that feedback about the violations would be helpful and would improve communications. Scot Lee agreed to let Terry know the outcome of violations reported. It was reported that Pinon Painting had been putting flyers on doorknobs, which is in violation of the rules. Ann will contact Pinon Painting.

c. Firewise Committee Report: Paul Scrivens presented the Firewise report that included the following information: The Ranch has been accepted into the 2017 Firewise Program. There are 42 lots on the grant list with 12 awaiting grants. The eight acre common area clearing on Lee and Rainbow Ridge has been completed. The grants seem to be drying up and no grants are expected until the middle of 2017. Several of the larger projects will have to wait until grants are forthcoming.

Tom Menser stated several lot owners are concerned about the financial burden related to having their lots cleared and are questioning whether or not Firewise clearing is mandatory. The Council related that the undeveloped lots present the biggest fire danger to the community and the CC&Rs requirements do address the health and safety of the community. A Council member also mentioned that state legislation states that any major expense has to be approved by the majority of owners. It was discussed that perhaps there is a program or a way to accommodate lot owners. Mike Enders requested the Council send any creative ideas to Paul Scrivens but to continue the programs of educating the community and requesting that people volunteer to have their lots cleared. It was questioned whether or not the City of Prescott had rules about keeping lots cleared. Tom Menser will check the City rules and let the Council know. Also mentioned was that the Council has adopted the Firewise Program.

d. Firewise Courtesy Letter: Paul Scrivens presented the draft "Fire Safety Courtesy Notice" in the Council packet, for the Council's consideration. The Council debated several issues in the letter and Mike Enders requested the Council send any recommended changes to Ann Zdanowski within the next thirty (30) days so any concerns can be compiled. The new draft letter will then go to the attorney for review.

FUTURE AGENDA ITEMS: none

NEXT COUNCIL MEETING: The next scheduled Council meeting is January 26, 2017, at 2:00 pm at HOAMCO.

ADJOURNMENT: Motion: Chuck Fullington moved to adjourn the meeting at 4:28 pm. The motion was seconded by John Stilo and passed unanimously. The Council then moved into Executive Session.

Respectfully submitted,

Terry Madedo, Secretary/Treasurer