



**The Ranch at Prescott  
HOA Council Meeting Minutes  
January 28, 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, Bernie Cygan-Unit VII and Terry Madeda-Unit IX. Alternates also attending were Billie Powell-Unit II, Rosalie Naigle-Unit IV and Joe Pendergast-Unit VII. Guest present was Joe Zarnoch. Ann Zdanowski, HOAMCO Association Manager, and Donna Forster, Minutes Taker, were also in attendance.

**CALL TO ORDER/ESTABLISH A QUORUM**

Council Chairman John Stilo-Unit III called the meeting to order at 3:00 pm and a quorum was established. The guest was introduced.

**APPROVAL OF MINUTES**

**Motion:** Terry Madeda-Unit IX moved to approve the minutes of October 22, 2015 as presented. The motion was seconded by Paul Scrivens-Unit VI and passed unanimously.

**APPROVAL OF FINANCIALS**

The Council reviewed the Financial Reports for the periods ending 11/30/15 and year end 12/31/15. **Motion:** Mike Enders moved to approve the 11/30/15 and 12/31/15 Financial Reports as presented, subject to audit. The motion was seconded by Terry Madeda and passed unanimously. Ann Zdanowski noted that the \$34K in the Operating budget for 2016 will be moved to the Reserves in February. December accounting is summarized as follows:

Operating Account AAFS	\$ 67,490
Metro Bank MM Account (Operating)	\$ 243,572
AAFS Reserve MM Account	\$ 7,763
AAFS Operating MM	\$ 14,526
Construction Deposit MM	\$ 34,500
Accounts Receivable Assessments	\$ 4,196

**OLD BUSINESS:** none

## **NEW BUSINESS**

**a. Hiking through Private Property/Fence Discussion:** Scot Lee-Unit VII addressed a letter in the Council Packet from Christopher Heller (owner of Lot 541), who stated hikers are using his property to access and exit a public trail. Scot stated hikers are also using Lot 565 for the same purpose. Both owners want to enforce their rights as property owners. Scot explained the "Over the Hill Gang", a group who maintains City trails, probably took down (or bent over) a fence installed by the Bureau of Land Management (BLM), which has since allowed hikers access to the private properties. A "NO TRESPASSING" sign has been posted. However, the Council agreed that the fence needs to be repaired and Scot Lee and Joe Zarnoch volunteered to make the repairs. Prior to the repairs, Ann Zdanowski will write a letter to the lot owner, requesting permission to go onto their properties to repair the fence. Ann will also state, although the Council agreed that it is not the responsibility of the HOA, volunteers are willing to perform the repairs. In the future, the owners will be requested to notify the police if they see trespassers. It was also suggested that an article about the trail and fence be written for the newsletter.

**b. Improving Property Values in The Ranch:** Bernie Cygan-Unit VII presented a handout to the Council, dated 1/28/16, and entitled "The Ranch Development and Comparable Real Estate Values." Bernie explained that, prior to his election to the Ranch Council, he had performed some research and interviews with contractors, sub-contractors, real estate brokers and architects pertaining to property values in the Ranch. The square foot value of properties seemed to be lower than in other comparable communities. Bernie discontinued the survey after his election, so as not to give the impression to the interviewees that he was doing this on behalf of the Council; Bernie is now requesting permission to continue his survey and interviews. **Motion:** Terry Madeda moved to allow Bernie Cygan to continue with the survey and interviews regarding property values in the Ranch. Scot Lee seconded the motion which passed unanimously.

**c. Questions from Members in Mystic Heights:** Terry Madeda-Unit IX, in an effort to involve more residents of his community in Council matters, asked residents for questions or comments for the Council. Terry had five questions: 1) A homeowner wishes to clear the 35 foot setback behind his home and install weed preventing fabric, then gravel. The City stated this would be acceptable. Scot Lee also said this would be acceptable if the homeowner used the same type and color of gravel that is currently in the front of the house. 2) Terry stated the waterline for Touchmark which goes through Lot 54 has affected the landscaping, curbs and sidewalks and asked when the area would be put back to the original condition. Scot Lee said he would see if the schedule is available and report back to Terry. 3) Terry asked when the re-seeding will be completed on the HOA common area. Scot stated Touchmark will re-seed the HOA area at the same time Touchmark re-seeds their own area. Scot will check on the schedule. 4) Terry provided photos of several piles of debris left on Lot 54 and HOA common area. Scot Lee will see that it gets removed. 5) Terry questioned why a home that is being built only has a five foot setback, when other homes in the Ranch appear to have a much larger setback. Scot Lee stated that the subdivision (Mystic Heights) was originally designed for townhomes.

**d. Firewise Committee (FC) Report:** Paul Scrivens-Unit VI reported on the progress of the Firewise Committee: the Firewise Community Certification for the Ranch has been reinstated and there are now six members on the committee; a Firewise Day Breakfast Event was held in early December; the FC is working with Ann Zdanowski to determine the number of empty lots vs. lots with homes and hopes to have the list completed by February; the FC would like to develop a Firewise newsletter for the community (both a hard copy and online); and the FC is working with Prescott Area Wildland Urban Interface Commission (PAWUIC) to obtain grants which may pay up to 90% per lot for fuel mitigation (with a cap of \$1,000). Since the clearing of empty lots is a concern, the Council decided to seek legal advice on the current Fine schedule. Ann will contact Jim Atkinson. Scot Lee mentioned that Touchmark is planting grapes for a vineyard as part of a program with Yavapai College and asked if the Mystic Heights Community had any interest in participating. Terry Mameda will ask his community's residents. Terry also mentioned that during the Annual Meeting, a homeowner mentioned that some of the Council members' lots may need clearing. The Council agreed that it is a good idea to lead by example and Ann requested that residents fill out formal complaint forms so she can research the possible violations.

**e. Financial Banking Status:** The Council reviewed the email in the Council packet from Jos Nikula (CPF for HOAMCO), dated 10/26/15, regarding the investments of the HOA's funds, in hopes of finding better rates for CDs. The Council agreed they did not want to lock in the funds for a long term. **Motion:** Phil Alvarado-Unit I moved to keep the investments as they are, with no changes. Billie Powell-Unit II seconded the motion which passed with one opposed, Chuck Fullington-Unit V.

**f. Architectural Committee Update:** Scot Lee reported there are currently 5 homes under construction on Bar Circle A, one new house just started and one more to be started in February. Paul Scrivens mentioned that perhaps Unit VIII perhaps could be made part of the Ranch. This has been discussed before and Ann will get the legal opinion letter to Paul. The item will be added to the next meeting's agenda.

## **HOAMCO MANAGEMENT REPORT**

Ann Zdanowski reviewed the monthly report from 10/22/15 through 1/28/16. Ann noted a night inspection was made and 34 Friendly Reminder letters went out to residents, many for lights, which should not exceed 40 watts. The Resale Report showing 10 sales from 10/1/15 through 12/31/15 was included in the Council packet.

## **OPEN FORUM**

1. Rosalie Naigle-Unit IV mentioned she will continue working on the directory committee and requested the 2017-2018 Directory be included on the next agenda.
2. Paul Scrivens asked if funds were available for the FW committee's use and Ann replied that funds are available.

## **FUTURE AGENDA ITEMS**

1. Update for the Ranch webpage
2. Street Improvement in the Ranch - Mike Enders
3. Bring Unit VIII into the Ranch/Legal Opinion
4. 2017-2018 Directory

**NEXT COUNCIL MEETING:** The next Council meeting is March 24, 2016, at 3:00 pm at HOAMCO.

**ADJOURNMENT: Motion:** Phil Alvarado moved to adjourn the meeting at 4:33 pm. The motion was seconded by Terry Madedo, passed unanimously and the Council moved into Executive Session.

Respectfully submitted,

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Ann Zdanowski, Community Association Manager