



**The Ranch at Prescott  
HOA Council Meeting Minutes  
March 24, 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. Guests present were Ann Friday, Cam & Ray Waguespack, Kirk Weber and Larry Springer. 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 guests were introduced.

**APPROVAL OF MINUTES**

**Motion:** Billie Powell-Unit II moved to approve the minutes of January 28, 2016 as presented. The motion was seconded by Phil Alvarado-Unit I and passed unanimously.

**APPROVAL OF FINANCIALS**

The Council reviewed the Financial Reports for the periods ending 1/31/16 and 2/29/16.

**Motion:** Terry Madeda-Unit IX moved to approve the 1/31/16 and 2/29/16 Financial Reports as presented, subject to audit. The motion was seconded by Paul Scrivens-Unit VI and passed unanimously. February accounting is summarized as follows:

Operating Account AAFS	\$ 103,563
Metro Bank MM Account (Operating)	\$ 243,784
AAFS Reserve MM Account	\$ 9.108
AAFS Operating MM	\$ 14,531
Construction Deposit MM	\$ 39,500
Accounts Receivable Assessments	\$ 10,847

**OPEN FORUM:** Kirk Weber expressed appreciation for the Council and thanked them for their service. Chuck Fullington-Unit V asked about maintenance of the flag. Ann will check on the price of flags and Scot will have the flags replaced when necessary.

## **OLD BUSINESS:**

**a. Hiking through Private Property/Fence Update:** Ann Zdanowski emailed members of the Hiking Club and an article will be written for the newsletter concerning hikers trespassing on private property. Fences have also been damaged and torn down. A letter will be written to the Mayor and City Council, requesting their assistance, suggesting hikers park at the mall, then walk to the trails, since parking on both sides of the street is an issue for emergency vehicles. The City will also be requested to not install any more trails near the Ranch border. Mike Enders suggested asking the City to post signage so hikers will know where to access the trails available. Scot Lee reported the fences will be repaired by the City.

**b. Improving Property Values in The Ranch:** Bernie Cygan-Unit VII presented his summary report, "Real Estate Activity and Perception" to the Council and results of his interviews with 9-10 people which included contractors, sub-contractors, real estate agents/brokers, architects/designers, as well as HOAMCO. Bernie also did a comparative review of The Ranch Architectural Guidelines with those of Hassayampa, American Ranch and Prescott Lakes. As a result of his survey, Bernie recommended that the Architectural Review Committee (ARC) is expanded to five people, the website regarding ARC be updated and that an ad hoc committee be established to find a communication process to highlight and make known the positive changes that have been made at the Ranch. Terry Madeda, Mike Enders, Scot Lee and Bernie Cygan volunteered to be on the ad hoc committee to determine a communication process and make recommendations to the Council.

**c. Mystic Heights Lot Maintenance:** Terry Madeda-Unit IX, discussed the results of a letter that went to the community in October regarding lot clearings and questioned what could be done about those who have made no attempt to clear their lots. Ann Zdanowski related that Firewise grant funds will be forthcoming and that would help homeowners. Scot Lee noted the State over-ruled the CC&Rs and the HOA could not clear properties without the owners' permission. Ann will send Jim Atkinson's opinion letter to the Council regarding the rights of the HOA in Firewise clearings.

**d. Residents Questions Follow-up, Mystic Heights:** Terry Madeda noted the pipeline area through the HOA common area to Touchmark has been re-seeded but will need irrigation to grow. Scot Lee stated the area has been mulched and seeded and that the rains should take care of the growth. Scot also agreed to take care of two piles of debris in the area.

## **NEW BUSINESS:**

**a. Lawn Ornaments Discussion:** A homeowner has complained about a neighbor's lawn ornaments. According to 2.a. of the Use Restrictions and Rules, only holiday decorations are allowed. Only those ornaments/lots that have been "grandfathered in" are allowed (prior to the approval of Use Restrictions and Rules) but Ann is unaware of which ornaments were installed or when. It was decided that complaints will be addressed on a case by case, individual assessment basis.

**b. 2017-2018 Directory:** Rosalie Naigle-Unit IV reported the 2017-2018 Directory will be available at the January 26, 2017 meeting to the Council representatives, who will then distribute the directories to their respective neighborhoods. The deadline for submissions to the Directory is 11/15/16. There is no charge for the Ranch at Prescott HOA Directory. It was noted that the maps on the back of the Directory are very helpful but need to be larger. Mike Enders will assist with higher resolution photos of the maps.

**c. Street Improvement in The Ranch:** Mike Enders reported that Bernie Cygan will assist with working on the mission to meet with the City to keep the Ranch's street replacements and repairs on the City's agenda. John Stilo-Unit III mentioned that many people are turning left from The Ranch onto Highway 69 out of the middle lane. Ann Zdanowski will contact the City and Police Department to have them investigate the need for additional signage near the intersection.

**d. Firewise Committee (FC) Report:** Paul Scrivens-Unit VI reported on the progress of the Firewise Committee. Work has been done to establish a complete and accurate list of property owners but it was decided that the assessment list is the most reliable list. Information about available grants will go out in the March newsletter. Paul noted a budget is needed to cover the cost of approximate \$600 for each of the Firewise mailings. One mailing will be distributed with the next newsletter. **Motion:** Mike Enders moved to authorize funds for two Firewise mailings. Terry Madeda seconded the motion which passed unanimously. Paul requested that an additional mailing be included with the assessment letter. Also discussed was posting the "Firewise Community" sign, but it was determined that this topic will be on the May 26 meeting's agenda.

**e. Website Update:** The Council discussed updating the current Ranch website to make it interactive and promotional. The website will also need to be updated periodically. The cost to set up the website is about \$1,000. **Motion:** Bernie Cygan-Unit VII moved to approve not-to-exceed funds of \$1,500 to update the website. Billie Powell-Unit II seconded the motion which passed unanimously. Paul will provide the cost to maintain the website by the next meeting and will send out a survey to determine what information owners would like on the website.

**f. Landscape Contract:** The Council reviewed estimates for tree and shrub trimming from Jonny's Tree & Landscaping Co. and Arrow Fire Support Services, LLC, which was the lowest bid. **Motion:** Scot Lee-Unit VII moved to approve the bid to have Arrow Fire Support trim trees and shrubs on the right-of-ways. Terry Madeda-Unit IX seconded the motion which passed unanimously. Scot will mark on a map those areas that need to be trimmed. **Motion:** Scot Lee-Unit VII moved to accept a bid from North Country to do the landscape maintenance from Highway 69 to Liese Drive. Phil Alvarado-Unit I seconded the motion which passed unanimously. Scot Lee also suggested that a maintenance man could be hired to perform weed abatement and miscellaneous tasks during the summer.

**g. Architectural Committee Update:** Scot Lee reported a new house (currently in ARC review) is starting on West Lee Blvd. and two more homes will be starting on Bar Circle A.

**h. Residents Questions - Discussions -Mystic Heights:** Terry asked if all variances are granted by ARC and could owners get feedback when variances are granted. Scot replied that ARC provides variances (when known) and that owners could request information about variances from the individual owners but ARC could not provide that information. Terry asked if homeowners are responsible for correcting errors or mistakes made by ARC. Scot noted that ARC can go back to the homeowners and request the mistakes be corrected if the item is in the rules, but ARC cannot go back to have an error corrected if it is noted after the home has been inspected.

**HOAMCO MANAGEMENT REPORT:** Ann Zdanowski reviewed the monthly report from January until 3/24/16. Ann noted a night inspection was made for lights which should not exceed 40 watts and more Friendly Reminder letters went out to residents. The Resale Report showing 7 sales from 1/28/16 through 3/22/16 was included in the Council packet.

**FUTURE AGENDA ITEMS**

1. Posting of Firewise Community Sign
2. Reclaiming Water Rights
3. Cost of Website Maintenance

**NEXT COUNCIL MEETING:** The next Council meeting is May 26, 2016, at 3:00 pm at HOAMCO.

**ADJOURNMENT: Motion:** Mike Enders-Unit IV moved to adjourn the meeting at 4:53 pm. The motion was seconded by Chuck Fullington-Unit V and passed unanimously. The Council then moved into Executive Session.

Respectfully submitted,

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Terry Madedo, Secretary/Treasurer