



**The Ranch at Prescott
HOA Council Meeting Minutes
May 25, 2017**

ATTENDANCE

Council Members in attendance were Bernie Tibbs-Unit I, Mike Enders-Unit IV, Chuck Fullington-Unit V, Paul Scrivens-Unit VI, Bernie Cygan-Unit VII, Scot Lee-Unit VII and Terry Madeda-Unit IX. Ann Zdanowski, HOAMCO Association Manager, and Donna Forster, Minutes Taker, were also present. Guests present were Billie Sedan, President of the Tennis Club, and James Young.

CALL TO ORDER/ESTABLISH A QUORUM

Council Chairman Mike Enders-Unit IV called the meeting to order at 2:05 pm, introduced the guests, and a quorum was established.

OPEN FORUM

A. Billie Sedan, President of the Tennis Club, stated the Tennis Club agrees the courts need to be resurfaced, and that the Club agrees there should be tennis courts/pickleball courts available to Ranch owners, with each member purchasing their own key for \$25. The Club also agrees to contribute the Club's available funds of \$4,500-\$5K towards the repair of the courts.

B. James Young spoke in support of Firewise and praised the progress of the Firewise Committee and Paul Scrivens' initiatives, including obtaining government grants for mitigation.

APPROVAL OF FINANCES

The Council reviewed the March and April financial statements. **Motion:** Bernie Cygan-Unit VII moved to approve the March and April financial statements, subject to audit. Terry Madeda-Unit IX seconded the motion which passed unanimously.

APPROVAL OF THE MINUTES

Motion: Terry Madeda-Unit IX moved to approve the March 23, 2017 Council meeting minutes. Bernie Cygan-Unit VII seconded the motion which passed unanimously.

OLD BUSINESS

A. Retaining Wall Repaint Bids: The Council reviewed the two bids received from Pinon Painting and Manning's Painting Company for repainting the small black retaining walls and decided to accept the lower bid. **Motion:** Chuck Fullington-Unit V moved to approve the lowest bid, from Manning's for \$2,681, for repainting the retaining walls. Paul Scrivens-Unit VI seconded the motion which passed unanimously. Ann Zdanowski will schedule the work.

B. Tennis Court Resurfacing & Pickleball Discussion & Vote: The Council reviewed the proposal from General Acrylics for \$16,837 for resurfacing the tennis courts and acknowledged that the Tennis Club has agreed to contribute their funds towards the resurfacing, with the remainder to possibly be paid by the HOA. Ann Zdanowski mentioned that the money could come from the Reserve Fund which is for capital improvements. Also discussed was the history of the tennis courts, the tennis courts are an asset to the community and the Tennis Club could administrate and control access to the courts. Also discussed was a survey to determine how many may be interested in playing tennis and pickleball. **Motion:** Bernie Tibbs-Unit IX moved to table the discussion until it can be determined that there is sufficient interest in members playing tennis and pickleball. Scot Lee-Unit VII seconded the motion which passed with two opposed, Mike Enders and Chuck Fullington. Mike requested that the Council submit ideas for the survey to Ann within one week. Ann will then email the responses from the Council to all Council members and request concurrence from the members. If all of the members concur with the questions for the survey, the survey will be sent to all owners.

C. Hiking Trail: Ann Zdanowski contacted House-Chilson, who confirmed that hiking trails are already contemplated in the General Liability rating for The Ranch and no additional premium charges are needed. Paul Scrivens will ask the "Over the Hill Gang" if, in order to have the trails maintained, do the trails at The Ranch need to be a part of the City Trail system. If so, the Council does not want to be a part of the City Trail system, since many of the trails cross private property.

D. Audit: The Council reviewed the "Independent Auditor's Report" from Ginsburg & Dwaileebe CPAs LLP in the Council packet. No significant issues were found, however, it was suggested and the Council agreed that HOAMCO look into a review of internal controls, i.e., HOAMCO will talk to the auditors to determine if there are any deficiencies in internal controls. The Council discussed other financial records issues, such as 1) Where in the financial statements should on-going Tennis Court maintenance be kept? 2) Who is handling the checks for ARC (review fees, construction deposits and should they be in a separate account? 3) How often should the HOA have an audit? Mike Enders will check into the accounting procedures.

NEW BUSINESS

A. Drainage: Ann Zdanowski talked to the owner of Lot 513 about the drainage issues. The City stated the HOA is responsible for the drainage in Unit VI. Scot Lee stated the drainage is 15 feet in the right-of-way. The Council discussed dumping rock into the area in question. It was decided that Scot will talk to the City and if their schedule is too far out (after monsoon season) Scot will have the area fixed with rocks.

B. ARC Review Guidelines: Deferred to Executive Session

C. Assessment of Overgrown Foliage Impeding Sight of Traffic: Bernie Cygan expressed concern about a number of intersections where the trees and foliage are impeding the line of sight for the oncoming cars and it was agreed that trees have grown into the right-of-way. Scot Lee agreed to talk to the City about trees that need trimming and shrubs that need to be removed. Mike Enders and Bernie Cygan agreed to drive the area to determine where the problem areas are located and Scot and Bernie will discuss the areas with the City.

D. Financial Structure for Future Expenses: Discussed previously, under "Audit"

E. Architectural Committee Report: Scot Lee reported one home will be starting next month and two homes are under review. It was noted that, in the process of doing soil samples, the City removed bushes and left a stack of debris. Scot Lee agreed to check on the area.

F. Firewise Committee Report: Paul Scrivens reported there are still 30 open Firewise violations but some have had their properties cleared and have neglected to inform the Firewise Committee. It was noted that some properties have had clear-cutting. Mike Enders recommended using a select number of landscape companies, so that the HOA could educate the companies to contact the HOA if a company has been instructed to clear-cut the property. Scot Lee noted a person needs to monitor each job. Paul mentioned the Firewise Day is booked at the Highland Center for August 13, 2017, 11 am to 3 pm and RSVPs are needed, since there is a limit of 100 people. The newsletter was also reviewed by the Council and a few changes were requested.

Ann Zdanowski mentioned there are enough funds for three Weed Abatement cuttings and the first one will be next week. It was noted there are weeds near the horse statue and Ann will call the landscaper.

NEXT COUNCIL MEETING: The next scheduled Council meeting is August 24, 2017, at 2:00 pm at HOAMCO.

ADJOURNMENT: Motion: Terry Madeda-Unit IX moved to adjourn the meeting at 3:48 pm. Bernie Cygan-Unit VII seconded the motion which passed unanimously and the Council then moved into Executive Session.

Terry Madeda, Secretary/Treasurer