



**The Ranch at Prescott  
HOA Council Meeting Minutes  
May 26, 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 Bernie Cygan-Unit VII. Alternate attending was Joe Pendergast-Unit VII. 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 3:05 pm and a quorum was established.

**APPROVAL OF MINUTES**

**Motion:** Chuck Fullington-Unit V moved to approve the minutes of March 24, 2016 as presented. The motion was seconded by Bernie Cygan-Unit VII and passed unanimously.

**APPROVAL OF FINANCIALS**

The Council reviewed the Financial Reports for the periods ending 3/31/16 and 4/30/16.

**Motion:** Chuck Fullington moved to approve the 3/31/16 and 4/30/16 Financial Reports as presented, subject to audit. The motion was seconded by Scot Lee-Unit VII and passed unanimously. April accounting is summarized as follows:

Operating Account AAFS	\$ 57,273
Metro Bank MM Account (Operating)	\$ 243,927
AAFS Reserve MM Account	\$ 9,108
AAFS Operating MM	\$ 14,535
Construction Deposit MM	\$ 44,500
Accounts Receivable Assessments	\$ 5,852

**OPEN FORUM**

a. John Stilo-Unit III reported that Terry Madeda-Unit IX had mentioned brush was left after some trees were cut down in an open area of Bar Circle A. Mike Enders-Unit IV noted that Touchmark was still working in the area, other improvements had been made and the area was looking very good. Scot Lee-Unit VII will discuss the matter with Arrow Fire and the

stumps left may be burned in the winter. Chuck Fullington noted Arrow Fire was doing an excellent job at Firewise clearing.

**b.** Phil Alvarado-Unit I noted there were two dead cottonwood trees on the north side of Liese Boulevard. Ann Zdanowski, HOAMCO Association Manager, will get a quote from Arrow Fire to take down the two trees.

#### **OLD BUSINESS:**

**a. Hiking through Private Property/Fence Update:** Scot Lee reported he had met with the City on 5/25/16 to review the trails and the City agreed to look at the trail but did not commit to moving it. This item will be discussed more at the next meeting. According to a letter in the Council packet from Joe Baynes, City Recreation Services Director, the City has re-established the fence, obliterated the illegal trail, posted "No Trespassing" signs and installed an additional sign showing the designated trailhead parking off of Wells Fargo Drive.

**b. Improving Property Values in The Ranch:** Bernie Cygan-Unit VII reported. Under discussion is having Tom Mesner, Architect to join ARC. Mike Enders, Scot Lee and Bernie Cygan will meet with Tom to determine the best approach on developing a communication process that will highlight and make known the positive changes that have been made at the Ranch.

#### **NEW BUSINESS:**

**a. Posting of Firewise Community Signs:** Paul Scrivens proposed posting small Firewise signs on individual properties that had been cleared, to encourage other owners to mitigate their properties. The Ranch 3.14 Sign Policy was mentioned and Scot Lee volunteered to review the Sign Policy to make sure the Firewise signs will not violate the policy. The signs may cost about \$15 each plus tax and shipping, but additional prices will be reviewed.

**b. Unit VIII Association Proposal:** Paul Scrivens proposed bringing Unit VIII, which is not part of the Ranch Master Association, into the Ranch HOA. Scot Lee will research documents to determine what provisions were made to get Section VIII into the Ranch Master Association.

**c. Weed Abatement:** Ann Zdanowski reported that the Weed Abatement Program was expensive and difficult to monitor and regulate. Ann suggested that it should be budgeted for next year. The Council agreed to consider the matter and will discuss it further when next year's budget is being discussed.

**d. Common Area Drainage Report:** The Council received a letter from Jim Peters who stated a recurring water flow problem with the wash by his property. This problem was addressed previously by an engineering firm. Mike Enders and Scot Lee will meet with the engineer at the property to assess the problem.

**e. Firewise Committee Report:** Paul Scrivens reported on the community Firewise activities which included: there were 28 applications for grant funds and 16 have already been approved; additional grant funds have been requested; the website has been up for two months and is continuously being updated; three members of the Firewise Committee are now certified Firewise Assessors; the Wildland Fire Department reviewed the Ranch fire status and see a great need for improvement. Wildland Fire is especially concerned about the heavily wooded canyons. The first Firewise newsletter will go out the week of 5/30/16. Paul requested funds to support the upper Lee Boulevard/Heather Brook common area clearance program. The Council requested that Ann Zdanowski obtain a quote from Arrow Fire for the work.

**f. Website Update:** As reported by Paul Scrivens, only two members provided feedback on the website; therefore, the committee will look for additional ways to improve the website.

**g. Architectural Committee / Adding an Architect:** Scot Lee reported on ARC activities, modifications and homes in process. Scot also discussed having Tom Menser join ARC as an additional committee member and stated Tom Menser would be hired through HOAMCO for about \$400 per month, but the HOA would be responsible for paying the salary. **Motion:** Chuck Fullington-Unit V moved to table the discussion until the next meeting. Phil Alvarado-Unit I seconded the motion which passed with one opposed, Bernie Cygan-Unit VII.

**HOAMCO MANAGEMENT REPORT:** Ann Zdanowski reviewed the monthly report from March until 5/26/16/16. Ann noted the March newsletter went out mid-April; much time has been spent on Firewise meetings and the resulting action items; there have been five resales from 3/1/16 through 5/24/16; a grant awarded for \$5,000 in 2014 was not used; however, the County offered an extension and the work was performed on Lee Boulevard by Arrow Fire. The City will be re-painting the correct arrows on at the corner of Lee Boulevard and Highway 69. The Council mentioned that more frequent Council meetings may be needed and a special meeting before the next scheduled meeting of 8/25/16 will be held, date and time TBD.

#### **FUTURE AGENDA ITEMS**

1. Hiking through Private Property / Trail Discussion
2. Firewise Community Signs
3. Document Research for bringing Unit VIII into Ranch Master Association
4. Adding a member to ARC
5. More frequent Council Meetings

**NEXT COUNCIL MEETING:** The next scheduled Council meeting is August 25, 2016, at 3:00 pm at HOAMCO.

**ADJOURNMENT: Motion:** Phil Alvarado-Unit I moved to adjourn the meeting at 5:04 pm. The motion was seconded by Paul Scrivens-Unit VI and passed unanimously. The Council then moved into Executive Session.

Respectfully submitted,

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Ann Zdanowski, Community Association Manager