ATTENDANCE
Council Members in attendance were Everett Cox-Unit I, Janet Aldridge-Unit II, John Stilo-Unit III, Mike Enders-Unit IV, Chuck Fullington-Unit V, Paul Scrivens-Unit VI, Dave Savage-Unit VII (by phone) and Dennis Shaw-Unit VII. Council Member absent was Terry Madera-Unit IX. Alternates present were Joan Preston-Unit IV, Bonnie Rowsell-Unit V, Eric Thaler-Unit VII, and Larry Springer-Unit IX. HOAMCO Association Manager Ann Zdanowski and Donna Forster, Minutes Taker, were also in attendance. Guests present were HOAMCO’s Chief Operating Officer Stacy Maule and Executive Director Jamie Nelson. Owners present were Howard Bedinfield, Bernie Cygan, Ann Friday, John Olson, Terry Partyka, Marie Platowski-Beal, Michael Rothstein, Eliot Shulman, Kathleen Tibbs, and Barbara Yarrow.

1. CALL TO ORDER/ESTABLISH A QUORUM
Council Chairman Chuck Fullington-Unit V called the meeting to order at 2:17 pm and a quorum was established.

2. HOAMCO CONTRACT
a. Several Council members requested that the Meeting Agenda and Minutes be distributed earlier, to give the Council members time to review prior to the next meeting. Ann Zdanowski stated that the Council often made changes and suggestions, and coordinating the comments was a lengthy process. Stacy Maule mentioned that industry standards require businesses to have minutes, as the records of corporations, but advised that the minutes need to be simple and to the point, contain motions and actions and not the discussions. Chuck Fullington asked if information about the agenda and minutes should be included in the contract. Stacy related that Boards and expectations change, and advised the requirements not be included in the contract. Stacy recommended setting a hard date for the agenda and have the Council agree to it with a motion. MOTION: Mike Enders moved to have the minutes sent to the Council within 15 days of the last meeting and have them approved at the next meeting. Dennis Shaw seconded the motion, which passed unanimously. Chuck requested that any changes or corrections to the minutes be sent to him.
b. Dennis Shaw appealed to HOAMCO for Firewise administration support. Stacy Maule stated that HOAMCO is pro-Firewise and acknowledged the administrative tasks could become a full time job. Stacy related that HOAMCO is willing to find a solution to meet the needs of the Ranch. Stacy requested that the Council provide a list of the administration tasks that are required. ACTION: Mike Enders, Dennis Shaw, Stacy Maule and Ann Zdanowski will meet to discuss the Firewise administration needs of the Ranch. Dennis Shaw will set up the meeting with Stacy. Mike Enders suggested separate accounting between Firewise and HOAMCO, to be able to identify the "true costs" for Firewise administration. Stacy and Jamie Nelson then left the meeting. (2:50 pm)
3. ACCOUNTING "PASS THROUGH" ARC REVIEW FEES - UPDATE
Ann Zdanowski drew Council's attention to the Income Statement and related that Michelle Clay had included, under "Income", Account 4410 Architectural Review Fees, and under "Expense", Account 5150 Architectural Review Expense, as requested by the Council at the previous meeting. Several Council members wanted more detail in the financial report in order to see where the funds are going, specifically, and how the funds are allocated. It was noted that ARC has a separate contract with HOAMCO that is not part of the HOA contract. **ACTION: Several questions were asked and Mike Enders, new to ARC, agreed to bring up the questions at the next ARC meeting. Among other items, Mike will check on the accounting practices and will inquire as to where the funds to ARC are being spent. Mike will also ask about the wording in the document changing from "lot" to "property" regarding ownership by the Declarant (as requested by Dennis Shaw).**

4. COMMUNITY DISCUSSION
   a. Ann Friday expressed concern that, at the last meeting, the Council moved from the Executive Meeting back into the open session without giving a 48 hour notice to the community, as required by the control document ARS 33-1804 (A) 3, 4, 5. Ann Zdanowski mentioned that the required notice is 48 hours. Ann Friday requested that the Council follow the rules. Ann was also concerned about the use of drones in reporting violations and stated they feel like an invasion of privacy. Dennis Shaw answered that the drones were only used to take pictures of grant lots, since "before and after" photos are required by PAWUIC when issuing grant funds, and to prevent endangering the assessors and preventing safety concerns. Eliot Shulman, who has been working with Dennis Shaw, stated he knocks on owners' doors to inform them of the drone in the area, and takes care to only show photos of the grant lot and street, as a reference point. In the finished photos, he does not include any part of the lots next to the grant property. Marie Platowski-Beal asked Eliot where the drone photos are being stored. Are they stored in the cloud and who has access to them? Eliot replied that he keeps them stored on his personal USB drive that he owns.

5. APPROVAL OF THE OCTOBER 24, 2019 MINUTES
   **MOTION:** Dennis Shaw moved to approve the Council meeting minutes of October 24, 2019, based on the Draft copy, with three corrections: under 10. Old Business, a., change "newsletters" to "Directories"; under 11. New Business, c., add, at the end of the first sentence, "if a vacancy exists"; under 11. New Business, after f., delete the sentence "It was noted that...cleaned up." Everett Cox seconded the motion, which passed unanimously.

6. OLD BUSINESS
   a. Unit IX Common Area Cleanup (dead trees/ branches, brush and debris piles): Larry Springer mentioned that the cleanup was still ongoing by K-Ler. Larry also reported that the Yavapai County Sheriff's office has worked on the Evacuation Plan for Unit IX, which includes Yavapai Hills and nearby hotels and apartments, and the plan has gone to the Fire Marshall for approval. Larry will have more information about the Evacuation Plan in January 2020.
   b. Mike Enders reported that the blue tarp at the tennis courts has been taken down. The old flag at the Ranch was replaced with a new flag by Scot and Jim Lee. Ann Friday noted that the tennis courts look great, but the bulletin board may need to be updated and relocated near the Bullwhacker office, to make it easier for members to read the minutes, which are posted on the bulletin board. **ACTION: Ann Zdanowski will put this item on the agenda for January.**

7. NEW BUSINESS
   a. Defining Firewise - Bernie Cygan: A draft letter, "Defining the Role of the Fire Safety Committee Within the HOA," with an attachment included, written by Bernie Cygan, was included in the Council
packet. The Council noted there is currently information about Firewise/Fire Safety being distributed through the quarterly newsletters, the Firewise newsletters, email blasts and with an online presence. Bernie requested that the Council approve the letter for distribution. **ACTION:** After a discussion, the Council agreed to review the letter, make any necessary changes, and be prepared to discuss the letter at the January 23, 2020 meeting. **MOTION:** Dennis Shaw moved to enhance the Firewise information output through better communication to the community. Paul Scrivens seconded the motion, which passed with one opposed, Dave Savage.

**b. Ranch Forward - Dave Savage:** Dave suggested that a brainstorming session take place at the next meeting to discuss how to start working with the City of Prescott and realtors to improve the reputation of the Ranch. Dave expressed concern about the fire danger from the National or State Forest that surrounds the Ranch on three sides, rather than from vacant lots within the Ranch, and referencing the firestorm of the Oakland Hills, CA in the mid-1990's and the similarity of the topography and road system of the Oakland Hills to that of the Ranch, stated that an evacuation plan was needed.

c. Firewise Committee Report - Dennis Shaw: Dennis reported that the application for Firewise Certification has been submitted and that Certification may cause insurance carriers to allow a discount on premiums. Dennis mentioned that CHUBB did insure Ranch property. Dennis reported that 118 lots are for sale in the Ranch, excluding lots that are "For Sale By Owner", and that realtors have stated all lots must be walk-able by potential buyers. Dennis also reported that a Breakfast Meeting with the Mayor, sponsored by the Ranch Social Club, will be held on 12/12/19 at 8 am at "The Junction" restaurant in Prescott. **ACTION:** Ann Zdanowski will check on the donations to PAWUIC regarding the assessors. **ACTION:** Dennis requested an electronic version of the Directory and Ann Zdanowski will send one to him when they are ready.

d. Architectural Committee Report - Mike Enders: Mike Enders stated no ARC meeting has been held since he became a member of the committee, but the next meeting will be held on 11/13/19. 

e. Mike Enders suggested sending a "Thank You" letter to General Acrylics, thanking them for their work on the tennis courts. **ACTION:** Mike will compose the letter to General Acrylics, then send to Chuck for final review.

f. Mike Enders reported that a plaque was presented to Paul Scrivens to recognize his service to the community with Firewise participation.

g. Mike Enders suggested a plaque be presented to Scot Lee for his 15 years on the Ranch Council and as the ARC Liaison. **MOTION:** Mike Enders moved to present a plaque to Scot Lee for his many years of service. Dave Savage seconded the motion, which passed with one opposed, Dennis Shaw.

**8. NEXT COUNCIL MEETING:** The next scheduled meeting is on Thursday, January 23, 2020 at 2 pm, with an Executive Meeting to follow.

**9. MOTION:** Mike Enders moved to suspend the open meeting at 5:05. John Stilo seconded the motion, which passed unanimously. The Council then went back into Executive session.

**10. MOTION TO ADJOURN:** The Council moved back into Regular session to adjourn the meeting. **MOTION:** Mike Enders moved to adjourn the Regular session at 5:34. Larry Springer seconded the motion, which passed unanimously.

Jan Aldridge, Secretary