Mountain Park Ranch Homeowners Association Board of Directors Meeting

Tuesday, October 28, 2025 6:00 pm

MPRHOA Office 15425 S. 40th Place, Suite 4, Phoenix, AZ 85044

Minutes of Open Session

Present: Board Members: Tim Seyfarth, Patrica Lees Bambridge, and Stephanie Hammer.
Absent: Grant Gosselin, Bruce Jensen

Staff present: Executive Director Ursula Mancuso

Call to Order: With quorum requirements met, Tim Seyfarth called the meeting to order at 6:00 pm.

Election of New Directors/Positions:

- Patrica Lees Bambridge moved to appoint Tim Seyfarth to serve as Board President. Motion seconded; motion carried unanimously.

- Tim Seyfarth moved to appoint Stephanie Hammer to serve as the Vice President. Motion seconded; motion carried unanimously.

- Tim Seyfarth moved to appoint Patrica Lees Bambridge to serve as Treasurer. Motion seconded; motion carried unanimously.

- Tim Seyfarth moved to appoint Grant Gosselin to serve as Secretary. Motion seconded; motion carried unanimously.

- Bruce Jensen as Board Member at Large.

Approval of Minutes: Stephanie Hammer moved to approve the September 23, 2025, Open Meeting Minutes as presented. Motion seconded; motion carried unanimously.

Committee Reports:

Landscaping Committee:

- The Board was updated on current landscaping around the community.

Budget & Finance Committee:

CD Investments:

- Tim Seyfarth moved to accept the committee's recommendations to re-invest $65k Operating CD in a short-term CD. Motion seconded; motion carried unanimously.

- Tim Seyfarth moved to accept the committee's recommendations to re-invest $102k Reserve CD in a long-term CD. Motion seconded; motion carried unanimously.

- Tim Seyfarth moved to accept the committee's recommendations to redeem $75k Reserve CD to replenish Reserve Checking for upcoming BOD approved Reserve projects (Thunderhill landscape enhancement and tree replacement). Motion seconded; motion carried unanimously.

Architectural Review Committee: (ARC)

- We did not have any requests this month for the Committee to review. Ursula Mancuso announced that new Architectural forms were being created to make it easier for homeowners to use.

Management Updates:

Board Meeting Dates:

- The Board discussed moving the monthly meeting to the 4th Wednesday instead of Tuesday if all Board Members agreed. Ursula Mancuso will check with Grant Gosselin and Bruce Jensen.
- The Board agreed to move the November meeting to December 3rd due to the Thanksgiving Holiday. Ursula Mancuso will check with Grant Gosselin and Bruce Jensen.

Emails:

- Two new email accounts were created to help streamline internal processes and communications. Email account admin@mtparkranch.org was created for homeowners to send general questions and for vendors to send all invoices to. Email account arc@mtparkranch.org was created for homeowners to send all architectural requests to and for staff communications with the committee.

Community Association Managers Report:

- There were no questions on the Community Association Manager's reports.

Adjournment: There being no other business; a motion was made by Tim, seconded, and unanimously approved to adjourn the meeting at 6:52 P.M.

Respectfully Submitted,
Ursula Mancuso-Looper