

**Mountain Park Ranch Homeowners Association  
Board of Directors Open Meeting  
Tuesday, December 2, 2025  
MPRHOA Office  
15425 S. 40th Place, Suite 4, Phoenix, AZ 85044  
6:00 pm  
Minutes of Open Session**

**Board Attendance:** Jason Boelke, Grant Gosselin, Stephanie Hammer, Patricia Lees Bambridge, Bruce Jensen.

**Staff Attendance:** Interim Executive Director Timothy Seyfarth, Controller Emma Kroum, Community Manager Patti Shillingburg.

**Others in Attendance:** Homeowner Harry Whitesell

**Call to Order:** With quorum requirements met, Bruce Jensen called the meeting to order at 6:00 p.m.

**Approval of Prior Minutes:** Stephanie Hammer moved, Grant Gosselin seconded to reclassify Grant Gosselin as Board Secretary, and to correct the spelling of Patricia Lees Bambridge last name. Motion carried 5-0.

Patricia moved, Grant Gosselin seconded to accept the amended minutes. Motion carried 5-0.

**Board Liaison:**

- Jason Boelke moved, Stephanie Hammer seconded to appoint Bruce Jensen as Architectural Committee Board Liaison. Motion carried 5-0.
- Bruce Jensen moved, Stephanie Hammer seconded to appoint Patricia Lees Bambridge as Budget & Finance Committee Board Liaison. Motion carried 5-0.
- Bruce Jensen moved, Jason Boelke seconded to appoint Stephanie Hammer as Landscape Committee Board Liaison. Motion carried 5-0.

Bruce Jensen moved, Grant Gosselin seconded for Timothy Seyfarth to communicate with Committee members regarding Committee meeting either in-office or by phone and frequency of meetings. Motion carried 5-0.

**Annual Meeting Election:** Results were presented and discussed.

**Committee Reports:**

Landscaping Committee:

- The Board was updated on current landscaping around the community. Jason Boelke moved, Bruce Jensen seconded to accept Homeowner Christian Frank's application to join the Landscape Committee. Motion carried 5-0.

Budget & Finance Committee:

- Bruce Jensen moved, Jason Boelke seconded to accept the Committee's recommendations and approve the October 2025, financial statements as presented and approve IRS Ruling 70-604 regarding excess membership income. Any excess membership income over membership expenses for the year ending December 31, 2025, shall be applied against the subsequent tax year member assessments. Motion carried 5-0.
- Stephanie Hammer moved, Bruce Jensen seconded to increase the Transfer & Disclosure fee from \$350 to \$370 per property sale effective January 1, 2026.

Architectural Review Committee: (ARC)

- There were no requests that needed Board of Director review or approval at this time.

Interim Executive Director Report:

- Recreation Centers Maintenance
- Playground Maintenance
- Wash Concrete Repairs
- Stucco Wall Repairs and Paint
- IT Software Upgrade
- Executive Director to request from Dunn Edwards an expanded and updated color scheme.
- Executive Director to draft policy of non-recording of meetings for Board approval.

Community Association Managers Report:

- There were no questions on the monthly property report.

Adjournment: With no further business to discuss or questions regarding the MPRHOA community, Bruce Jensen moved, Stephanie Hammer seconded to adjourn the Open Meeting at 7:36 p.m. Motion carried 5-0.

*Respectfully Submitted,*

**Emma Kroum** *(Acting Secretary, by approval of the Board, submitted December 2, 2025)*