



The Mission of the Community Council is to facilitate a connected and welcoming community that instills pride and a sense of belonging in each DC Ranch resident. The Council's work includes visioning and facilitating initiatives that enhance residents' quality of life, serve collective interests and promote the DC Ranch brand. These benefits make DC Ranch a very special place to live.

BOARD MEETING

VIA ZOOM

<https://us02web.zoom.us/j/87920030208>

Email for technical assistance: trista.ratley@dcranchinc.com

May 28, 2020

5:30 p.m.

AGENDA

- | | | |
|-------|---|----------------------------|
| I. | Call to Order | Ron Belmont |
| II. | Establish Quorum | Ron Belmont |
| III. | Approval of March Board Meeting Minutes | Ron Belmont |
| IV. | Presentation and Consideration of Acceptance of the Audit | Paul Hansen, Butler Hansen |
| V. | President's Report | Ron Belmont |
| | a. Governance Committee Update | |
| VI. | Election of Officers* | Ron Belmont |
| VII. | Staff Reports | |
| | a. Executive Director Update | Jenna Kohl |
| | b. Financial Report | Dee Nortman |
| | i. Quarterly Benefit Fee Report | |
| | ii. Monthly Financials | |
| VIII. | New Business | |
| | a. Annual Public Affairs Report-Out | Chris Irish |
| | b. Consider Virtual Plan for 2020 Tour de Scottsdale | Gabi Enriquez |
| | c. Consider Appointments to Finance Committee | Natalie Ingram |
| IX. | Adjourn Meeting | Ron Belmont |

*New Officer Terms begin June 1, 2020.

Zoom Instructions

Board Directors and Staff: Click on the Zoom link above to enter the meeting room. Your mic will be muted and video off. You can turn on your video when you enter the meeting. Please keep your mic muted unless you have a question/comment. Allow time to log in to ensure functioning connectivity.

Residents/Attendees: When residents enter the meeting, your video and mics will be muted, and will remain that way for the duration of the meeting. This will be monitored by staff. If you have a question, please enter your question in the "chat" section. If you prefer to speak, please use the "raise hand" feature. At the appropriate time, you will be unmuted by staff to ask your question or make a comment.

COMMUNITY VALUES

- | | | |
|--------------------------------------|------------------------------|---|
| ●Sense of Community | ●Diversity and Inclusiveness | ●Family |
| ●Healthy Lifestyles | ●Lifelong Learning | ●Environmental Stewardship |
| ●Artistic and Cultural Opportunities | | ●Relationship with the Larger Community |



Staff Report

May 2020

Finance and Administration

- *Board Member:* Welcome new director Bruce Benham to the Board and thank you to officers Ron Belmont – President; Bud Kern – Vice President; and Natalie Ingram – Treasurer/Secretary for their service over the past year(s).
- *Finance Committee:* The Board Treasurer, Executive Director, and Director of Financial Operations, joined by Board director Lowenhar, interviewed candidates for the inaugural Finance Committee. Recommendations for appointment will be presented at the Board meeting, with committee terms to begin July 1.
- *City of Scottsdale:* The Executive Director and Director of Public Affairs will meet with city staff in early June to discuss next steps regarding the sports fields bond project and the future of the city parkland located off Trailside View.
- *Candidate Forums:* The Scottsdale Area Chamber of Commerce, Scottsdale Coalition for Today and Tomorrow and Scottsdale Leadership will present a mayoral forum on May 27 and a City Council forum on June 3 in collaboration with media partners Scottsdale Progress and Scottsdale Independent. Both events will take place via webcast and streamed live on the Scottsdale Chamber YouTube Channel, the City of Scottsdale’s website and on local Channel 11 news.
- *COVID 19 Response:* Staff will give an overview at the meeting.

Events and Programs

Created replacement virtual DC Ranch-exclusive programming for April and May including:

- *Starlight Concerts:* Residents were invited to groove to the sounds of a “living-room concert” and provided links to various streaming platforms ([NPR Music](#), [Tidal](#) and [UnCancelled Music Festival](#)).
- *Fourth Friday Trivia and Social Hour:* 17 residents participated in some friendly competition against their neighbors to claim top spots for prizes in virtual trivia hour. Resident feedback was positive, and another is planned.
- *DC Ranch Bike Month:* In observance of National Bike Month a DC Ranch cycling group was created through LoveToRide.net. This free platform allows residents to log miles ridden individually and interact by commenting, high fiving and posting pictures. While the program is through May, together 10 DC Ranch residents have completed over 100 rides and pedaled over 2,400 miles in the first two weeks.
- *Doodle Draw:* To date, 27 residents tapped into their inner artist by participating in the virtual artistic activity, drawing a multipart roadrunner and desert landscape lead by DC Ranch Graphic Designer Jules Everson. The recorded session is available on YouTube.
- *DC Ranch Has Talent:* 7 residents sent 6 video submissions showcasing a wide array of talents including singing, dancing, playing instruments and photography. Resident Alexa White received first place singing For the First Time in Forever. The teaser video and full-length compilation can be viewed on [DCRanch.com](#).

- *Grapenuts*: 18 residents joined a sommelier virtually to taste a single wine. Residents were able to purchase the selected wine from AJ's Fine Foods. All participants rated their overall experience as great or good in the post-event poll.
- *Lil Yogi Storytime*: 11 little yogis participated in the virtual read along and movement class. Residents said: "Thank you so much for hosting the zoom call for kids today with Jen. The boys were so engaged and really loved it! It's the most fun they've had in weeks."
- *Jungle Jill Live!*: 8 youth logged in to see and ask questions about live creatures over Zoom. Wildlife included fowls, reptiles and insects.
- *Lifelong Learning Series*: 21 residents virtually gathered, joining Ken Sorensen to step back into the 1800's to learn about the fascinating lives of Mark Twain and the Gold Rush. Ken, a previous Speaker Series speaker, enlightened residents about this time period in a live, 2-part series via Zoom.
- *DC Ranch Women's Club Spring Patio Party*: 9 women participated via Zoom for a virtual happy hour. Attendees were encouraged to order appetizers and beverages from DC Ranch restaurants.
- *One Day University*: A complimentary community subscription was secured for residents through June 2020. In the first two weeks, over 40 residents have already accessed the live events and enjoyed the video library from the comfort of their homes.
- *Quarantine Bingo*: A Bingo card was created for residents to play and showcase the ways they have spent time during the stay-at-home-order. The image was uploaded to DC Ranch Facebook and Instagram accounts and it received over four hundred views.
- *Upcoming Events*: All in-person events and programs through the month of June have been canceled or postponed, pending further CDC recommendations. The team is exploring virtual and/or alternative formats for June and the remainder of 2020 programs.
- *Programs and Events*: Over 300 residents "tuned in" or participated in the 13 virtual programs offered. At the conclusion of most virtual programs, participants are polled asking them to rate the logistics of the experience (sound, video, etc.) and two important questions: (1) During this time, is it important for the Community Council to provide virtual activities exclusively for DC Ranch residents? and (2) Would you participate in other DC Ranch virtual activities using Zoom? Most residents indicate Very Important/Important and Very Likely/Likely.

Community Engagement

- *New Resident Welcome Program*: In-person orientations and basket deliveries have been postponed until further notice. NVMs are provided list of new neighbors mid-month and encouraged to do virtual welcomes. A [page on dcranch.com](https://dcranch.com) has been launched exclusively for new residents as a starting point to get acclimated to the community.
- *DC Ranch Gives Virtual Donation Drive*: DC Ranch is partnering with Arizona Helping Hands to help provide gifts, books and hygiene items for children in foster care for their birthday. Donate via their [Amazon Wish List](#) now through May 22.
- *Living Connected campaign*: Staff is collecting and sharing stories of residents helping their neighbors or the greater community during the outbreak. The website is updated with volunteer opportunities to donate and give back to the greater community each week.

Communications

- *Coronavirus Impact Updates*: The communications team continues our effort to keep residents informed about how the coronavirus pandemic is impacting the community. We sent multiple Ranch-wide emails detailing closures, reopening plans and addressing safety

concerns; designed and printed new signage for the community centers and other amenities; promoted all of the new virtual programs and activities; continually updated the coronavirus pages on DCRanch.com; shared information on social media.

- *Website redesign project:* The communications team is in the early stages of a project to redesign and update DCRanch.com and TourdeScottsdale.net. The team met multiple times to discuss the process and goals for the project. A Request for Proposal is being written and will soon be sent to multiple prospective vendors.
- *Email analytics:* The communications team is now producing a weekly report to track some key metrics (open rates, click rates, etc.) from our emails to residents. The goal of the report is to help us better understand what is of interest to residents.
- *Podcast:* The communications team is working with Shoop Media to launch a DC Ranch podcast later this year. The contract is nearly finalized, and then we will begin the planning process for production.
- *Virtual activities:* The communications team participated in the development of some virtual programming. Jules Everson, graphic designer, produced a tutorial video for residents that demonstrated how to draw a desert scene. Mike Gertzman shot and edited a [hiking safety video](#) that features expert advice from two natural resource coordinators with the City of Scottsdale. The communications team also created a new “hiking safety” webpage on DCRanch.com.

Facilities

- *Community Center Access:* Desert Camp Community Center opened on Monday, May 18 per the State’s Phase 1 guidelines that include modified hours, restricted access and limited occupancy for fitness, pools and facilities. Approximately 125 residents enjoyed the gym and pool area throughout the first day. Prior to opening, staff worked to secure the facilities and create one entry point for residents to check in and sign waivers. Front Desk staff attended an orientation on Wednesday, May 13 to review changes to facility access, restrictions, use of PPE and other important information due to COVID-19. Staff are following CDC guidelines for cleaning. Staff worked with legal and insurance to implement a Covid-19 waiver. All access is noted as USE AT YOUR OWN RISK. Staff are also addressing continued Key Fob access reader hardware deficiencies and technology issues. We are evaluating resources including staff and supplies to determine if and when we can safely open and meet guidelines for opening of additional facilities such as The Homestead.
- *Community Center Updates:* Staff worked with vendors to maximize the Desert Camp closure to complete interior/exterior painting; recreation room update; MPR flooring and update; office flooring and update; acid wash pool and pool decking repairs; and irrigation replacement for three zones including new main line and emitters/drippers. The tennis and basketball court resurfacing projects have been pushed to early fall. Staff provided tours of facility improvements to Council Board directors on Thursday, May 14 and Friday, May 15. Lynette Whitener and Luis Ayala were instrumental in the completion of these projects. The Homestead office conversion continues. Two desks have been delivered. The wall and storage units have been postponed due to Covid-19 and manufacturing delays. Due to the closures, rentals through June have been cancelled and refunded. Rentals and the job search for a Rental and Event Specialist lead have been put on hold until further notice.
- *Maintenance:* Luis Ayala researched and implemented CDC cleaning guidelines. Masks and gloves have been purchased and staff has been instructed on the proper use of PPE and new cleaning guidelines. Staff utilized closure time to deep clean both facilities and complete recommended occupancy modifications by removing fitness equipment, pool and patio

furniture. The Ranch Association and security requested additional gate house cleaning through the month of April (those services are provided by Council custodial staff). Prior to opening, staff worked with the Ranch Association and HOA playgrounds to sanitize playgrounds at Market Street Park, Desert Camp and The Homestead Community Centers. See attached photos.

Recreation

- *Zoom:* Recreation Coordinator Trista Ratley took the lead with Zoom technology and introduced DC Ranch exclusive fitness and health and wellness classes to residents the first week of April. This allowed residents to connect with their neighbors and instructors throughout the Stay at Home and self-quarantine. Zoom turned out to be the platform of choice for the Ranch. Trista created Zoom procedures and instructed Ranch Association and Community Council team members on how to schedule and host a meeting.
- *Yoga:* Yoga Basics is offered via Zoom with its regular instructor Abbie on Tuesdays and Thursdays. In the month of April, each class averaged 28 participants with a total of 221 logins. Poll responses have shown residents are very satisfied with the classes.
- *Strength & Balance:* Strength & Balance is taught by its regular instructor Heather on Wednesdays via Zoom. 22 residents participated in the first class with strong poll feedback. Residents are able to enjoy this class anytime by accessing the recorded sessions.
- *Meditation:* 25 residents logged into Zoom for Meditation Mondays. The 4-session class was recorded so residents can access it and learn to meditate at home anytime.
- *Hiking Video:* Natural Resource Coordinators from the City of Scottsdale recorded a hiking video with Beth Overton at the Gateway Trailhead that covers topics such as essential items, rattle snake safety, social distancing and reading signage and trail etiquette. Videos are being released in segments via social media and This Week on the Ranch and posted on the new "hiking safety" webpage on DCRanch.com.
- *Living with the Desert:* The Phoenix Herpetological Society will present their Living with the Desert seminar on May 27 via Zoom. This seminar covers how to safely live in the Sonoran Desert, and topics include conservation and how to keep wildlife out of your home.
- *Path and Trail Update:* Throughout the stay at home order residents and guests have enjoyed the path and trail system. Residents are responding favorably to the new path and trail wayfinding system. With more users, questions of right of way, etiquette, safety, and rules have arisen. The previously mentioned videos are proving to be a valuable resource.
- *Maintenance and Custodial:* Maintenance and custodial staff remained on site throughout the closures and detailed and cleaned both community centers. They assisted with numerous reserve projects and modifications to the community center per Covid-19 guidelines. Schedules have been adjusted to allow for a custodial team member to be on site for all opening hours and one hour to deep clean at close at Desert Camp. Staff have been updated on recommended CDC cleaning guidelines and use of PPE including masks.

Public Affairs

- *FAA/Sky Harbor NextGen:* The FAA requested an extension (to May 27) to file their response to the City's legal action. The City had no objection, so it was granted. It is expected that the FAA will meet that deadline. The city hired new outside legal counsel, Steven Taber, to represent them. At one time, he was an FAA employee. In addition to the legal action, the City is simultaneously pursuing lobbying efforts, but it is too early to tell how willing the FAA is to work out a solution with the City through mediation.

- *Bond Project 53, Soccer Fields:* The city hired a firm to do engineering and design work on the project. Part of this process will include community input meetings. While it is expected these meetings will be held this summer, no dates have been set and it is currently unclear if the meetings will be done virtually or in person. Jenna and Chris will be meeting with city for an update during the first week of June.
- *Census:* DC Ranch residents have a census completion rate of 70%; staff will continue to encourage completion of the survey to try to get that closer to 100%.
- *State Land:* To date, the two parcels of state land near DC Ranch that have an applicant for purchase have not been scheduled for auction.
- *Development Agreement:* We hope to have updated information in time to share with you at the board meeting
- *SUSD land:* The district will have a new superintendent start in July. Once he has his feet on the ground, Chris Irish will set a meeting so that our DC Ranch team can establish a relationship and update him on the MOU. In the meantime, Jenna Kohl sent a welcome letter on behalf of DC Ranch.
- *Reata Wash:* The city of Scottsdale is facing COVID-19 budget limitations, making it doubtful that this project will surface during 2021 as we had hoped.
- *Construction projects:* COVID-19 has caused financing and construction delays. This includes the hotel in DC Ranch Crossings and the new five parcel subdivision with its entrance at 94th Street on to Union Hills.



Playground Cleaning at DC Ranch Community Council

5-15-2020

We completed the one time cleaning/sanitizing of the playground and amenities at DC Ranch Community Council. See pictures for details and thank you for your business.





Playground Cleaning at DC Ranch Community Council

5-15-2020





Playground Cleaning at DC Ranch Community Council

5-15-2020





Playground Cleaning at DC Ranch Community Council

5-15-2020





New Landscape Manager announced

Ranch Association is pleased to announce the addition of Paul Connolly as Landscape Manager. He brings an extensive background in landscape design, management and development from several prestigious resort properties. Most recently, Connolly worked 18 years as Director of Grounds for the Westin Kierland. Prior to this, he spent 10 years directing landscape programs for the Hyatt Regency at Gainey Ranch, Scottsdale Princess and Arizona Biltmore. Connolly holds designations from the International Society of Arboriculture, the Arizona Nurseryman Association and is certified by the Arizona Landscape Contractors' Association in sustainable landscape management and as an advanced landscape professional. He is also a member of the Arizona Community Tree Council and holds a bachelor's degree in agriculture from the University of Arizona. Please join us in giving him a warm DC Ranch welcome.

Connolly replaces Ken Krause who is relocating out of state. During his tenure, Krause was instrumental in reorganizing and restructuring the landscape department to improve efficiencies, develop detailed cost centers and routine maintenance schedules. Krause won the DC Ranch Innovation Award at the first Team Values Award Ceremony in February. His innovative bouquets and table settings of mixed sustainable resources and flowers wowed attendees and staff.

Members ratify amended bylaws

NVMs and owners approved the proposed revisions to the Ranch Association bylaws that removed outdated language, such as references to Declarant Control which has long since expired, and to add clarity where needed. The most significant changes are the increase in Board of Director terms from two years to three years and the addition of staggered Director terms. These changes will provide continuity on the board, ensuring that a majority of Directors' terms at any one election do not simultaneously expire and will give Directors more time on the board to better serve the community. Additionally, the provisions for a Nominating Committee were removed to allow any eligible candidate an opportunity to run. The bylaws were last amended in 1999. The new approved version is available for review in the Community Management section of DCRanch.com.

ICON Silverleaf undergoing changes

The New Home Company recently announced that it will discontinue construction activities at ICON Silverleaf. The project was to consist of 72 luxury condominiums in eight buildings. Three of the residential buildings, the pool, gate house and recreation center are complete. Of the 24 units built, a dozen sold. The New Home Company plans to continue marketing the remaining 12 condominiums. The New Home Company also owns Building Pad #7 and stated they will work with the future developer to incorporate it into the neighborhood's build-out. The remaining land on the property is scheduled to be auctioned at a public trustee sale scheduled for July 15, 2020. It is anticipated new ownership will complete the project. More details will be shared as they become available.

Tennis and pickleball courts now open

Online court reservations and drop-in play are available for DC Ranch residents only from 6 a.m. to 10 p.m. daily.

Ranch Association holds virtual Board meeting

Business continued almost as usual as the Association's board held its first virtual meeting due to COVID-19. Residents and Neighborhood Voting Members were invited to participate in the video conference via Zoom, which allowed them to view the proceedings and ask questions. Instructions for joining the meeting were provided in advance. At the May 4 meeting, officer positions were elected and announced: Elizabeth Kepuraitis remains President, Geoff Wilner is Vice-President, Sam Hawkins Treasurer and Vince Durocher Secretary.



Sam Hawkins



Don Matheson

Newcomers to the board are Sam Hawkins and Don Matheson. Additional members of the current board are Dr. Phil Geiger and Stephen Koven.

Items approved at the meeting were the Bylaw Amendment and Restatement, Policy 305 concerning resale fees and Policy 209 establishing a capital improvement fund. Other business discussed included the upcoming 2020 roadwork project and a sub-association management pilot program scheduled to begin June 1 in The Villas at Desert Parks Village. Ranch Association will work directly with that board to manage the sub-association for the one-year trial program.

Use of paths and trails

There are many miles of paths for residents to explore in DC Ranch. Please be mindful of the rules and respectful of others while enjoying this very popular community amenity.

- For safety purposes and the general consideration of golfers, walking, jogging or bicycling is not permitted on golf courses or golf cart paths.
- There are sections of our path and trail system that are shared by golfers, pedestrians and cyclists. These areas are noted by signage.
- Walking on the cart paths puts people and dogs at risk of being hit by fast-moving golf balls and golf carts.
- The golf courses are private property. Only golfers are permitted on the course or cart paths.
- If you find yourself on a golf cart path, please return to a marked path or trail immediately.
- Golf carts and motorized play vehicles are not permitted in parks, trails, multi-use paths, sidewalks or wash areas.
- Please avoid walking in the streets where possible.
- Even outside on the paths and trails, health experts and parks officials say people must still maintain proper social and physical distancing of six feet or more.

Path and trail safety video

Learn how to stay safe while hiking or enjoying a casual neighborhood walk. The Community Council has produced a video where local experts share their favorite tips for avoiding trouble in the great outdoors. What items should you always have with you? What should you do if you come across a snake or bees? How do you protect your dog in the desert? "In the back of your mind, I want you to always think about 'what if,'" said John Loleit, a Natural Resources Coordinator with the City of Scottsdale. Visit DCRanch.com/HikingSafety to see the video.

Association allows new ways to celebrate graduates

Eighth graders and high school seniors will soon be advancing to the next tier of their education. While graduation time is usually filled with ceremonies, speeches and family gatherings, this year Arizona graduates will be honored statewide on May 20. The organization Expect More Arizona is suggesting homemade ideas to recognize student accomplishments with yard decorations, signs and social messaging. While DC Ranch welcomes these and other creative ideas, please keep décor such as signs, posters or chalk drawings to individual driveways and yards rather than common areas such as sidewalks, paths and trails. Please join us in saluting DC Ranch graduates as we wish them a promising and prosperous future.



Get to know a staff member: Lindsay Vanegas

Q: What do you do at DC Ranch?

A: I have been the Arts and Education Coordinator for 4 years. Among many tasks, I put together the annual Homestead Playhouse production, summer camps and Lifelong Learning programs.

Q: What do you like to do for fun?

A: I love antiquing, especially for things with personal notes, drawings, names in them or odd finds from the past. I like to imagine the people who owned those things before me and take a small glimpse into their lives.

Q: What is the best piece of advice you've ever gotten?

A: My Nana always said, "a woman never knows her own strength." It pushes me to go beyond what I think I can do and discover my true potential.

Q: If you could travel anywhere, where would you go?

A: It is my lifelong goal to travel to every Disney Park in the world! My family and I have already gone to 8 out of the 12 parks, including Disneyland Paris.

Bike Month Challenge

Connect with your neighbors and encourage others to ride in this fun, friendly challenge for the entire community. Whether you are a serious rider or a "weekend warrior," join in and track your progress. Top riders will win prizes! Learn more at DCRanch.com.

Access One Day University

One Day University brings professors from the finest universities in the country to present special versions of their very best lectures. Enjoy a fascinating lineup of live lectures every weekday or watch hundreds of lectures in their library at your convenience. Complimentary access is available exclusively for DC Ranch residents now through June 30, 2020. Log on to DCRanch.com for details.

VIRTUAL PROGRAMS

Log on to DCRanch.com to see all activities and access Zoom links.

Strength & Balance

Wednesdays in May and June
10:30 to 11:30 a.m.

Bring Strength & Balance back to your fitness routine! DC Ranch instructor Heather will lead the class via Zoom each week in May and June. If you can't make it or wish to take the class more than once a week, recordings will be posted on DCRanch.com for residents to enjoy at any time.

Lifelong Learning: Life in the 1800s

Part 1: The Gold Rush
Tuesday, May 19 | 6:30 to 7:30 p.m.
Part 2: Mark Twain
Thursday, May 21 | 6:30 to 7:30 p.m.

Join neighbors for a fascinating two-part trip into the 19th century. Ken Sorensen, local historian and previous DC Ranch Speaker Series presenter, will lead residents in an exclusive online presentation about this interesting period of American history. No registration required.

Lunchtime Critters with Jungle Jill

Wednesday, May 20
12:30 to 1:30 p.m.

Looking for an educational opportunity with the kids at home? Take a lunch break with Jungle Jill and her critters! Learn about birds, reptiles and insects during this exclusive Zoom event. There will be live animal demonstrations and participants can ask questions.



Living in the Desert

Wednesday, May 27
6 to 7 p.m.

Join this exclusive seminar with The Phoenix Herpetological Society via Zoom. Ask questions and learn about:

- Desert wildlife and identification of venomous creatures
- Conservation and coexisting with nature
- Tips for keeping wildlife out of your home and yard
- Safety resources

Community Meetings (subject to change)

May 18 Ranch Association Budget and Finance Committee
May 26 Modification Committee
May 28 Community Council Board of Directors
June 1 Ranch Association Board of Directors
June 9 Modification Committee



Desert Camp Community Center
9260 E. Desert Camp Dr. | 480.342.7178

The Homestead Community Center
18600 N. 98th St. | 480.585.1641

The Ranch Offices on Market Street
20551 N. Pima Rd., Suite 180 | 480.513.1500

Visit DCRanch.com for more community updates, news and information.



Like us on Facebook:
DC Ranch

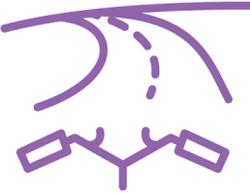
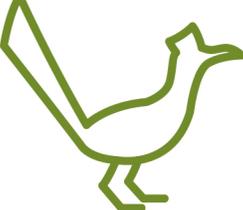


Follow us on Instagram:
DC Ranch

Quarantine Bingo



Screenshot or save this image and share to your Facebook or Instagram stories. Use the editing features to mark the activities you have completed during stay-at-home order. Be sure to tag us with #LivingConnectedDCR for your chance to win a prize by May 17!

 <p>Tried a new recipe</p>	 <p>Picked up a new hobby</p>	 <p>Watched the sunrise over the McDowell Mountains</p>	 <p>Participated in the DCR Bike Challenge</p>	 <p>Participated in a DC Ranch fitness class on Zoom</p>
 <p>Submitted a video for DC Ranch Has Talent</p>	 <p>Walked your dog on the paths & trails</p>	 <p>Supported a DCR business/restaurant</p>	 <p>Thanked an essential worker</p>	 <p>Planned a virtual gathering with family or friends</p>
 <p>Helped a neighbor</p>	 <p>Organized a room, closet, cabinet or drawer</p>	 <p>Free Space!</p>	 <p>Donated to the DC Ranch Gives Virtual Donation Drive</p>	 <p>Hiked a trail in the McDowell Sonoran Preserve</p>
 <p>Read Ranch News</p>	 <p>Participated in Virtual Eggstravaganza</p>	 <p>Took a 3+ mile socially distant walk on the paths & trails</p>	 <p>Bought a gift card from a DC Ranch business</p>	 <p>Rode your bike</p>
 <p>Baked banana bread</p>	 <p>Planned a vacation</p>	 <p>Started a scrapbook</p>	 <p>Donated items you don't use</p>	 <p>Spotted Wildlife</p>



**DC Ranch Community Council
Financial Highlights – Director Analysis
for period ending April 30, 2020**

Summary by Fund - YTD

	<u>Operating</u>	<u>Reserve</u>	<u>Capital</u>	<u>Total CC</u>
Revenue	\$ 1,574,782	\$ 4,901	\$ 4,649	\$ 1,584,332
Expenses	1,116,583	73,328	36,978	1,226,888
Operating Income/(Loss)	\$ 458,199	\$ (68,427)	\$ (32,328)	\$ 357,444
Depreciation	-	-	11,819	11,819
Total Income/(Loss)	\$ 458,199	\$ (68,427)	\$ (44,147)	\$ 345,625
Transfers In/(Out)	(96,800)	82,800	14,000	-
Total Surplus/(Deficit)	\$ 361,399	\$ 14,373	\$ (30,147)	\$ 345,625

Revenue

Operating revenue for April totaled \$342k, lower than budget by \$59k (18%). Year-to-date revenue is favorable to budget by \$192k (14%). Significant variances to budget include:

- Community Benefit Fees came in \$3k (2%) higher than forecast for April, resulting in a \$229k revenue surplus YTD.
- Covenant Commission Reimbursement for shared expenses (management fee) is \$42,400 higher than budget YTD. This will cumulatively be the case for the remainder of the fiscal year. When the budget was approved, the function and partnership between Covenant Commission and Community Council had not yet been finalized. As such, the budget reflects no shared expenses between organizations.
- Programming and rentals are lower than budget due to the cancellation of programs and the closure of the community centers in March and April in response to the COVID-19 pandemic. Conversely, the reduction in expenses normally incurred to run these programs have resulted in a corresponding cost savings.
- The new charitable event scheduled for this year (Desert Affair) was also cancelled resulting in a revenue loss of \$50k, but is offset by expense savings of \$49k.

Expense

Operating expenses for April came in \$166k (34%) less than anticipated, with year-to-date expense \$240k lower (17%) than budget. Notable variances include:

- Personnel costs are \$9k higher than estimated in the budget for YTD. Included in this amount is approximately \$29k in expenses for the Covenant Commission staff, which are part of the management fee. So, there is a savings in personnel costs of \$20k in other departments YTD - \$15k in the Community Centers partially due to a temporary reduction in staff.
- Management Fee expenses are over budget YTD by \$4k and will cumulatively be the case for the remainder of the year – see explanation above in the Revenue section.

- In addition, there is a cumulative savings of \$250k YTD across all departments. Due to the unique circumstances with the pandemic this year, it remains to be determined what part of the savings is due to timing (will be spent before year end) and what amount will result in a surplus for the year due to the restrictions. Material savings amounts by department are as follows:
 - Administration - \$18k savings in Legal/Professional Fees, Public Affairs, Special Projects and Information Technology.
 - Communications/Community Engagement - \$16k savings in Collateral Printing/Postage and Community Relations.
 - Community Center Operations - \$34k savings in various supplies and services related to facility maintenance.
 - Programming – \$115k in savings due to the cancellation of events, clubs and classes YTD.
 - Charitable Events - \$49k savings due to the cancellation of Desert Affair (new event in 2020).
 - Seasonal Decorations – \$10k savings YTD.
 - Paths & Trails - \$4k savings in supplies and projects.

Balance Sheet/Cash Flow

- Operating cash on hand is equal to 6.84 months as of 4/30/20. At the March meeting, the Board agreed to allow cash to rise above six (6) months of cash on hand due to recent events relating to COVID-19.
- The main reason for the significant increase in cash is due to the \$340k in Payroll Protection Program Funds Community Council received from the SBA, which is currently classified as a Note Payable.
- There are currently \$1.3 mil in capital funds and \$1.3 mil in reserve funds. Reserves are currently 87.33% funded.
- The amount in Capital Fund–Current Projects represents the amount of funds remaining to complete Board approved projects.

Looking Forward

- Future escrow amounts *in progress* are as follows:

<u>Month</u>	<u>Currently in escrow</u>	<u>Budgeted Benefit Fees</u>
May 2020	\$79,288	\$165,619
June 2020	\$60,296	\$139,094

Community Council continues a positive financial position through April with a \$433k favorable variance to the operating budget. Community Benefit Fees and expense timing/savings are the main drivers for this number so far this year.



DC Ranch Community Council Statement of Revenue and Expense For the month and YTD ended April 30, 2020

	APRIL ACTUAL	APRIL BUDGET	BUDGET VARIANCE	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	2020 BUDGET
REVENUE							
Community Benefit - Transfer Fee	\$ 138,243	\$ 135,512	\$ 2,731	\$ 731,984	\$ 502,558	\$ 229,426	\$ 1,500,000
Residential Assessments (2,688 units)	139,854	139,750	104	559,364	559,000	364	1,677,131
Commercial/Apartment Assessments (970 Commercial units)	50,440	50,440	-	201,760	201,760	-	605,280
Charitable Events (Dinner in the Desert / Tour de Scottsdale)	-	50,000	(50,000)	-	50,000	(50,000)	192,000
Event/Club/Class Registrations	-	9,860	(9,860)	11,745	19,170	(7,425)	54,379
Community Center Rentals	(90)	3,300	(3,390)	8,233	16,800	(8,568)	43,200
Other (Interest, CFD from city, processing fees, misc.)	564	3,258	(2,694)	9,740	13,032	(3,292)	46,796
Arts/Education Program Registrations/Ticket Sales	-	7,500	(7,500)	3,517	14,905	(11,388)	26,570
Covenant Commission Expense Reimbursement	10,600	-	10,600	42,400	-	42,400	-
Advertising (website)	1,080	360	720	2,520	1,680	840	7,080
Community Garden Leases	880	880	-	3,520	3,520	-	10,560
TOTAL REVENUE	\$ 341,570	\$ 400,860	\$ (59,290)	\$ 1,574,782	\$ 1,382,425	\$ 192,357	\$ 4,162,996
EXPENSE							
Administrative (office rent, phones, IT, admin staff)	\$ 124,225	\$ 114,229	\$ 9,996	\$ 432,173	\$ 422,790	\$ 9,383	\$ 1,250,429
Community Center Operations (utilities, upkeep, center staff)	61,127	85,094	(23,967)	285,143	334,427	(49,284)	1,006,257
Events/Clubs/Classes (instructors, supplies, rentals, catering, planning staff)	47,110	116,775	(69,665)	180,619	263,920	(83,301)	665,860
Communication/New Residents (website, newspaper, merchants, tours, staff)	39,210	46,710	(7,500)	164,913	180,845	(15,932)	514,900
Management Fees (reimbursement to Ranch Association)	1,275	298	977	5,100	1,192	3,908	3,576
Charitable Events (Dinner in the Desert / Tour de Scottsdale)	1,252	50,000	(48,748)	1,252	50,000	(48,748)	189,100
Seasonal Decorations (supplies, storage, labor)	9,275	-	9,275	9,275	19,500	(10,225)	64,500
Arts and Education Programs (instructors, supplies, rentals)	6,450	39,020	(32,570)	10,358	43,430	(33,072)	64,725
Employee Relations and Training (mileage, conferences, dues, uniforms)	244	4,865	(4,621)	14,866	24,315	(9,449)	61,360
Market Street Park / Paths and Trails (utilities, upkeep)	1,807	1,555	252	4,244	8,095	(3,851)	28,155
Insurance & Taxes	2,402	1,932	470	8,639	8,228	411	23,734
TOTAL EXPENSE	\$ 294,377	\$ 460,478	\$ (166,101)	\$ 1,116,583	\$ 1,356,742	\$ (240,159)	\$ 3,872,596
NET OPERATING INCOME/(LOSS)	\$ 47,193	\$ (59,618)	\$ 106,811	\$ 458,199	\$ 25,683	\$ 432,516	\$ 290,400
TRANSFERS IN/OUT							
Reserve & Capital Fund Contributions (Transfer Out)	24,200	24,200	-	96,800	96,800	-	290,400
NET SURPLUS (DEFICIT)	\$ 22,993	\$ (83,818)	\$ 106,811	\$ 361,399	\$ (71,117)	\$ 432,516	\$ -

DC Ranch Community Council, Inc.
Balance Sheet Comparison Report
As Of 4/30/2020

	<u>Balance</u> <u>4/30/2020</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Change</u>
Assets			
<u>Cash</u>			
111020 - AAB Operating Cash - Council	\$0.00	\$422,260.57	(\$422,260.57)
111025 - BOK Operating Cash - Council	\$2,371,829.19	\$1,338,659.93	\$1,033,169.26
119000 - Petty Cash	\$700.00	\$700.00	\$0.00
<u>Cash Total</u>	<u>\$2,372,529.19</u>	<u>\$1,761,620.50</u>	<u>\$610,908.69</u>
<u>Capital Fund</u>			
112100 - BOK Capital Fund - Council - Current Projects	\$96,862.72	\$68,826.52	\$28,036.20
112150 - BOK Capital Fund - Council - Savings	\$1,212,070.79	\$1,258,435.29	(\$46,364.50)
<u>Capital Fund Total</u>	<u>\$1,308,933.51</u>	<u>\$1,327,261.81</u>	<u>(\$18,328.30)</u>
<u>Reserve Fund</u>			
129420 - BOK Reserve Fund	\$1,483,952.71	\$1,469,579.37	\$14,373.34
<u>Reserve Fund Total</u>	<u>\$1,483,952.71</u>	<u>\$1,469,579.37</u>	<u>\$14,373.34</u>
<u>Accounts Receivable</u>			
141200 - Community Council Accounts Receivable	\$4,402.20	\$4,942.75	(\$540.55)
141300 - Accounts Receivable - Benefit Fees	\$43,775.00	\$15,800.00	\$27,975.00
141400 - Accounts Receivable - Event Brite	\$0.00	\$874.98	(\$874.98)
142000 - Accounts Receivable - Other	\$0.00	\$6,592.92	(\$6,592.92)
144500 - Commercial Assessments Receivable	\$8,300.00	\$1,127.00	\$7,173.00
144900 - Allowance for Bad Debt	(\$1,354.29)	(\$1,354.29)	\$0.00
159000 - Accounts Receivable Clearing Account	\$0.00	\$0.00	\$0.00
<u>Accounts Receivable Total</u>	<u>\$55,122.91</u>	<u>\$27,983.36</u>	<u>\$27,139.55</u>
<u>Prepaid Expenses</u>			
135000 - Due From Check Front	\$0.00	\$0.00	\$0.00
151000 - Prepaid Insurance	\$17,956.10	\$8,859.38	\$9,096.72
151500 - Prepaid Programs & Events	\$18,624.04	\$6,028.02	\$12,596.02
151700 - Prepaid Expense - Charitable Events	\$4,161.89	\$0.00	\$4,161.89
151800 - Prepaid Expense - Arts & Education	\$0.00	\$1,740.00	(\$1,740.00)
152000 - Prepaid Utilities	\$0.00	\$0.00	\$0.00
153000 - Prepaid Postage	\$39.12	\$732.11	(\$692.99)
154000 - Prepaid Expenses	\$40,692.46	\$240.00	\$40,452.46
<u>Prepaid Expenses Total</u>	<u>\$81,473.61</u>	<u>\$17,599.51</u>	<u>\$63,874.10</u>
<u>Intercompany Receivable</u>			
131000 - Due From Covenant Commission	\$0.00	\$0.00	\$0.00
133000 - Due From DC Ranch Association	\$0.00	\$57,454.30	(\$57,454.30)
<u>Intercompany Receivable Total</u>	<u>\$0.00</u>	<u>\$57,454.30</u>	<u>(\$57,454.30)</u>
<u>Property and Equipment</u>			
171000 - Furniture & Fixtures	\$165,918.57	\$165,918.57	\$0.00
172000 - Property & Equipment	\$191,471.23	\$191,471.23	\$0.00
172500 - Leasehold Improvement - Community Garden	\$137,041.53	\$137,041.53	\$0.00

DC Ranch Community Council, Inc.
Balance Sheet Comparison Report
As Of 4/30/2020

	<u>Balance</u> <u>4/30/2020</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Change</u>
Assets			
174000 - Homestead Remodel & Capital Improvement	\$121,771.49	\$121,771.49	\$0.00
175000 - Desert Camp Remodel Capital Improvement	\$98,372.58	\$98,372.58	\$0.00
179000 - Accumulated Depreciation	(\$520,120.79)	(\$508,302.17)	(\$11,818.62)
<u>Property and Equipment Total</u>	<u>\$194,454.61</u>	<u>\$206,273.23</u>	<u>(\$11,818.62)</u>
<u>Other</u>			
162000 - Interfund Transfer - From Operating Fund	\$0.00	\$0.00	\$0.00
162050 - Interfund Transfer - To Capital Fund	\$0.00	\$0.00	\$0.00
<u>Other Total</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Assets Total</i>	 \$5,496,466.54	 \$4,867,772.08	 \$628,694.46
Liabilities and Equity			
<u>Current Liabilities</u>			
210000 - Accounts Payable	\$33,719.27	\$80,060.99	(\$46,341.72)
211000 - Insurance Payable	\$0.00	\$0.00	\$0.00
212000 - Payroll / Month End Accrual	\$136,102.73	\$90,937.79	\$45,164.94
213000 - Accrued Expenses	\$0.00	\$0.00	\$0.00
216000 - Insurance Claim Payable	\$0.00	\$0.00	\$0.00
220000 - Prepaid Assessments	\$21,452.00	\$68,676.00	(\$47,224.00)
220500 - Prepaid Event Registration	\$5,003.26	\$0.00	\$5,003.26
221500 - Prepaid Facility Rental	\$5,715.00	\$7,620.00	(\$1,905.00)
221600 - Deposit Facility Rental	\$2,905.00	\$3,805.00	(\$900.00)
222000 - Section 125 Liability	(\$149.09)	\$426.64	(\$575.73)
<u>Current Liabilities Total</u>	<u>\$204,748.17</u>	<u>\$251,526.42</u>	<u>(\$46,778.25)</u>
<u>Intercompany Payable</u>			
231000 - Due to Covenant Commission	\$0.00	\$9,752.68	(\$9,752.68)
233000 - Due to DC Ranch Association	\$0.00	\$0.00	\$0.00
<u>Intercompany Payable Total</u>	<u>\$0.00</u>	<u>\$9,752.68</u>	<u>(\$9,752.68)</u>
<u>Capital and Reserve Equity</u>			
311000 - Capital Equity	\$1,513,697.21	\$1,413,286.40	\$100,410.81
320100 - Reserve Equity	\$1,489,417.20	\$1,380,175.85	\$109,241.35
<u>Capital and Reserve Equity Total</u>	<u>\$3,003,114.41</u>	<u>\$2,793,462.25</u>	<u>\$209,652.16</u>
<u>Long-Term Liabilities</u>			
251000 - Note Payable - Available PPP Funds	\$339,600.00	\$0.00	\$339,600.00
<u>Long-Term Liabilities Total</u>	<u>\$339,600.00</u>	<u>\$0.00</u>	<u>\$339,600.00</u>
 <u>Retained Earnings</u>	 \$1,603,378.57	 \$1,272,971.41	 \$330,407.16
 <u>Net Income</u>	 \$345,625.39	 \$540,059.32	 (\$194,433.93)
 <i>Liabilities & Equity Total</i>	 \$5,496,466.54	 \$4,867,772.08	 \$628,694.46

DC RANCH COMMUNITY COUNCIL
STATEMENT OF CASH FLOWS
MONTH OF APRIL 2020

CASH FLOWS FROM OPERATING ACTIVITIES	
Net income (deficit) for period	\$ 22,993
Adjustments to reconcile net income (deficit)	
Accounts receivable	30,531
Prepaid insurance	1,648
Prepaid programs and expense	18,380
Prepaid expenses	(39,904)
Intercompany Receivable	-
Accounts payable	1,167
Accrued payroll expenses	3,080
Deferred revenue - facility rentals	3,578
Prepaid assessments	(3,536)
Prepaid event registration	-
Note payable	339,600
Other liabilities	(827)
	<hr/>
NET CASH FROM OPERATING ACTIVITIES	376,712
	<hr/>
CASH, BEGINNING OF PERIOD	1,995,818
	<hr/>
CASH, END OF PERIOD	<u>\$ 2,372,529</u>

ADDITIONAL INFORMATION - OPERATING FUNDS REQUIREMENTS:

Per Board policy, operating funds should be between three months and six months of average budgeted annual operating expenses.

Number of months budgeted expenses in cash, end of period: **6.84**

Total 2020 operating budget expenses	<u>\$ 4,162,996</u>
MINIMUM - Average of three months	<u>\$ 1,040,749</u>

Amount over minimum	Amount under minimum
<u>\$ 1,331,780</u>	<u>N/A</u>

MAXIMUM - Average of six months	<u>\$ 2,081,498</u>
--	---------------------

Amount over maximum	Amount under maximum
<u>\$ 291,031</u>	<u>N/A</u>



DC Ranch Community Council

To: Board of Directors
From: Gabi Enriquez, Events & Programs Senior Manager
Date: 5/28/2020
Subject: *Staff recommendation for 2020 Tour de Scottsdale*

Recommendation

Staff recommends that the Tour de Scottsdale annual charitable event be offered in a virtual format only, rather than a live/in-person event on Sunday, October 11, 2020. This will be in effect for 2020; race formats will be evaluated for future Tours.

Background

Staff continues to monitor impacts of the Coronavirus pandemic; however, there are many unknowns as we head into the fall season. The director of the CDC has indicated that a second wave of the virus is expected this fall/winter and there is a high likelihood of continued physical distancing and restrictions on large scale gatherings. Two options that staff considered were 1) canceling the event or 2) planning for an in-person event and then converting it to a virtual event if needed. However, in an effort to mitigate negative financial impacts due to conversion from a live/in-person event to a virtual event, or overall cancellation, staff recommends that we host a virtual event and move forward on planning. This determination must be made in May due to advance planning requirements. Many running/cycling events nationwide have offered this option and they have proven to be successful; a local example is Pat's Run. Additionally, many large-scale athletic events have already canceled or postponed fall dates to 2021, such as the Boston Marathon, Ironman events (nationally and internationally), Maryland Cycling Classic and the Colorado Classic. Professional cycling events like Le Tour de France and Vuelta a España are still scheduled, but with a very limited number of teams.

A virtual event will allow DC Ranch to produce a safe and high-quality event that will maintain sustainability and momentum for cycling related events in Arizona. And, this is an opportunity to test alternative ways of generating revenue and expanding the demographic to include others that would not normally participate in the Tour de Scottsdale.

Virtual Event Components

A virtual event will have expenses for items such as finisher's medals, shirts, advertising, etc., however it would be much less than the in-person event and would proceed on the same financial

model as a live event, where expenses are recouped through registration fees. Preliminary proposal for a virtual event is as follows:

- Host the virtual event over the course of one weekend in October.
- Registrants would:
 - Ride and complete a distance of their choosing (ex. 5 miles, 15 miles, 30 miles or 70 miles) during the scheduled weekend
 - Ride options - outside along the existing Tour routes, out and back, loop rides or inside on a bicycle trainer
 - Offering shorter distances and alternate ways of completing ride will allow for beginner cyclists, short distance riders, and/or riders from out of state/country to still participate.
 - Track progress through device of choosing (Apple watch, Fitbit, Strava, GPS device).
 - Upload completed results online through registration portal. Upon staff verification of completion, a finisher's medal/shirt will be awarded and mailed to participant.

Considerations

A virtual event will:

- Mitigate loss of funds due to conversion or cancellation;
- Recent development: Live event would require a date change due to postponement of Bike Week (motorcycles at Westworld), and lack of police support
- Recent development: Due to proposed city budget cuts, the Scottsdale Police Department is anticipating a fee related to traffic control that is estimated to be \$21,000; this fee has not been charged before and is not budgeted for the 2020 event
- Municipal permit restrictions due to postponed events or Federal/State event restrictions;
- Minimize unforeseen insurance concerns and create a safe and socially responsible event that maintains Tour de Scottsdale/DC Ranch brand awareness;
- Maintain momentum and sustainability for future years; and
- Maintain a close partnership with the McDowell Sonoran Conservancy to allow innovative opportunities for their continued fundraising.

Next Steps

Pending Council Board approval for a virtual Tour de Scottsdale, staff will:

- Establish a logistics and execution plan for a virtual event;
- Create a new budget of projected expenses and revenue;
- Set up registration options and result reporting through website;
- Develop a communication and marketing plan; and
- Work in tandem with the McDowell Sonoran Conservancy to help promote their fundraising and sponsorship opportunities.