

DC Ranch Association – Board of Directors

Meeting Minutes: March 7, 2022



Date/Time: Monday, March 7, 2022 Started: 6:02 p.m. / Ended: 7:01 p.m.

Location: Via Zoom

Purpose: Regular Open Meeting

Chaired By: Geoff Wilner

Recording Mike Wells / Shannon Owsley

Secretary: Elaine Cottey

Status: Approved

Attendance:

Directors: Geoff Wilner, President; Stephen Koven, Vice President; Elaine Cottey, Secretary; Sam Hawkins, Treasurer; Dr. Philip Geiger, Director; Greg Kiraly, Director; Don Matheson, Director

Absent: N/A

Management: Michele Ray-Brethower, Executive Director
Mike Wells, Director of Operations
Alexis Firehawk, Attorney

Call to Order / Establishment of Quorum / Roll Call

Mr. Wilner called the meeting to order at 6:02 p.m. A quorum was established with six members present (Mr. Koven joined shortly thereafter).

President's Comments

Mr. Wilner thanked all residents in attendance, with a special thanks to the NVMs recognizing them for their service to the Association. A special thanks was given to Bud Kern for his years of leadership service with the Community Council as Board President, and for his latest endeavor as a Silverleaf NVM with the Association.

Mr. Wilner provided updates regarding the Governance Meeting on March 2, 2022, the Emergency Executive Session on March 3, 2022, and the Executive Session Meeting on March 7, 2022.

Approval of Prior Meeting Minutes

Mr. Hawkins motioned to approve the minutes from the February 7, 2022, board meeting and the February 7, 2022, executive session. Mr. Matheson seconded the motion. With no further discussion, the motion passed unanimously.

Executive Director's Report

- Board of Director applications deadline was March 4. There currently are 11 applicants.
- Tree replacement of trees damaged from the storm last August have all been replaced.
- Currently trying to locate a temporary office location for the Maintenance staff as they must be relocated by May 1 from the DC Country Club yard.
- Reserve projects in process: new planted pots at Jacaranda Park, Ethyl's Garden fountain resurfacing, walls and stucco repair, playground equipment, and park equipment.
- ICON construction is in progress, 30/72 units are sold. Currently working on Building 3, and there has been a variance granted for early morning concrete pouring on 3/11, 3/14, and 3/24. They have also been given the approval to do light Saturday work.
- Held a neighborhood meeting with Sterling and Icon to discuss construction concerns on March 1.
- Firewise clearing began along wash behind Arcadia February 14, currently working on clearing of Lots 3609-3618.
- Collection letters sent to 19 owners for past due fines/fees, all but one has paid to date. Community Standards T/D's back up to 40/month.
- Employee team value awards awarded on February 25 based on five team values. Ranch staff selected this year were Jose Barcenas, Maintenance Manager-Teamwork award, Juan Luis Soto, Landscaper-Fun award. Eduardo Ramirez, 7-year landscaping employee, and most senior staff person won a Steadfast award. Innovation award was won by the Communications Team, Professionalism-Linda Parsons, and Passion-Lindsay Vanegas all from Community Council.
- The Estates-West has a newly elected NVM, Dr. Morgan Francis. Park and Manor-South has a newly elected alternate NVM, Pam Kacir.
- Arcadia Sissoo tree update-DRB application under appeal with City.
- Ranch Association staff team building scheduled for March 18. Community Council staff will be covering the front desk and office from 11:30 am-4:30 pm.
- New Community Standards Specialist Brittney Ruiz has started her position and now has been in place for a month.

Unfinished Business

Firewise RFP

The Firewise Committee met on Tuesday, February 22, 2022. Present were: Executive Director Michele Brethower, Bill Lord, Andrea Brin, Kris James, Board member Greg Kiraly, Paul Staker, and Board member Phil Geiger.

Sun Country's approach is to do the work in stages rather than to complete one section or lot at a time. To date, the project seems to be going well, with minimal concerns from residents. The DC Ranch staff has taken significant steps to ensure residents are informed of the work on-going in their area so there are no surprises, which everyone expects will minimize any concerns.

The Committee believes that it is important to maintain the momentum of the project and is requesting the Board authorize the issuance of a new RFP for the most vulnerable areas of Horseshoe and Desert Camp parcels 2.13/2.14. The committee would like to have bids on each project individually as well as bundled as one to determine if there are savings by awarding additional phases at the same time.

The committee proposes that Eric Houston, who is managing this project for DCR, prepares an analysis of the time and effort, the quality of the work performed by Sun Country, and the

lessons learned from the first phase of the project to be presented at the Board's retreat on April 29.

The committee is meeting again at 12:30 PM on Wednesday, March 30th, to review bids and make a recommendation to the Board prior to the Board retreat and to taking any action.

Ms. Cottey motioned to approve moving forward with obtaining additional RFPs. Mr. Koven seconded the motion. With no further discussion, the motion passed unanimously.

New Business

Record Retention Policy 105

The purpose of Policy 105 is to establish the criteria for the retention of Association records.

Dr. Geiger motioned to approve conditionally the revised Policy 105 pending the 30-day member comment period. Mr. Koven seconded the motion. With no further discussion, the motion passed unanimously. The matter will be brought back to the May 9 board meeting for final approval.

Artificial Turf

Proposed HB2131 will prohibit HOAs from prohibiting artificial turf. It has currently passed with the House and is with the Senate for voting at the end of April. The Charter belongs with the Covenant Commission for final approval within DC Ranch. Mr. Hawkins motioned for the Board to draft a letter to the Covenant Commission stating support for artificial turf and for actions to determine acceptable specifications. Dr. Geiger seconded the motion. With no further discussion, the motion passed unanimously.

Mosquito Control

Mr. Wilner suggested having discussions and communications about mosquito control within DC Ranch, including exploring options that considered resident-wide issues, the washes, snowbirds, homes under construction, etc. Dr. Geiger suggested adding to the April retreat agenda speaking with specialists about mosquito control so that the board can share accurate and meaningful information with the residents.

Committee Reports

Firewise Committee

Dr. Geiger reported that the next committee meeting would be held on March 30, 2022, at 12:30 pm.

Member Comments

Residents commented on:

- Security concerns regarding electrical vehicles on pathways and off-leash dogs.
- Does DC Ranch promote picking up trash along the parkways?
- Dr. Geiger suggested adding follow-up information on the next agenda to show the Board's response to their concerns.
- Should the Board consider forming a Security Advisory Committee?

Announcements

- Meet the Candidates Night, March 14, 6-8 pm via Zoom

- Ballots Mailed, March 16
- Annual Meeting / Election Results Announced, April 11, 6 pm via Zoom
- Home and Landscape Expo, April 20, 5-7 pm, Desert Camp
- Next Regularly Scheduled Board Meeting, May 9, 6 pm

Ms. Ray-Brethower thanked Mr. Hawkins, Mr. Koven, and Mr. Matheson for their service on the Board.

Adjournment: There being no further business to conduct, Mr. Wilner adjourned the meeting at 7:01 p.m.