

DC Ranch Association – Board of Directors

Meeting Minutes: May 9, 2022



Date/Time: Monday, May 9, 2022 Started: 6:05 p.m. / Ended: 6:45 p.m.

Location: The Homestead and Zoom

Purpose: Regular Open Meeting

Chaired By: Dr. Philip Geiger

Recording Shannon Owsley

Secretary: Elaine Cottey

Status: Approved

Attendance:

Directors: Dr. Philip Geiger, President; Greg Kiraly, Vice President; Elaine Cottey, Secretary; John Shaw, Treasurer; Don Matheson, Director; Marla Walberg, Director; Geoff Wilner, Director

Absent: N/A

Management: Michele Ray-Brethower, Executive Director
Shannon Owsley, Executive Assistant
Alexis Firehawk, Attorney
Dee Nortman, Director of Financial Operations

Call to Order / Establishment of Quorum / Roll Call

Dr. Geiger called the meeting to order at 6:05 p.m. A quorum was established with seven members present.

President's Comments

Dr. Geiger thanked all residents in attendance and on Zoom and expressed appreciation to Board members for the first meeting in many months in person. He said that in the past some residents misunderstood the purpose and expectations for public comment and therefore read a statement from a legal firm describing the intent of public comment.

"It is not intended to serve as a vehicle for back-and-forth debate with the public body on a topic not specifically on the agenda. Members of the governing body are prohibited from discussing or taking action on matters not specifically identified on the agenda. In that case they can only respond to criticisms made by those who have addressed the public body, ask staff to review a matter or request that a matter be put on a future agenda." Dr. Geiger said that he hoped that this would help clarify the rules around public comment.

Dr. Geiger advised the public that they may comment on any item on the agenda following a motion and a second by a member of the board at which time the chair will call for public

comment on the specific issue under consideration and provide the speaker with three minutes on that topic.

Approval of Prior Meeting Minutes

Mr. Wilner motioned to approve the minutes from the March 7, 2022, board meeting; the April 11, 2022, annual meeting; the April 11, 2022, special board meeting; and the March 3 and 7, 2022, executive sessions. Mr. Kiraly seconded the motion. With no further discussion, the motion passed unanimously.

Executive Director's Report

- Plant and tree install project at 1.14 has been completed.
- All pots with flowers will be replanted in the next two weeks.
- We will be fertilizing the turf in two weeks to kickstart the Bermuda grass throughout the community. Turf will be in transition over the next few weeks as rye grass is starting to burn off.
- Gravel refresh project at Sterling Villas, as well as adding new plants in the planting bed along a driveway and repairing irrigation in the planted pots on the columns to water pots without damaging the columns.
- We added 42 new plants at Desert Springs Park by the seating area. We still have one Chitalpa tree to plant.
- Three of the new fleet trucks are finally here. We are trading in two of the expired leased trucks and will complete the rest of the trade when the rest of the new trucks arrive.
- Evergreen Elm tree did get approved by the City of Scottsdale as a replacement tree for the Sissoo's in Arcadia.
- Ordered final phase of park furniture. (\$249,500) One phased order from last year has been delivered, expecting the other in June.
- Maintenance office has been relocated to the Peaks complex on Scottsdale Road and Pinnacle Peak. Equipment all at Kitchell yard.
- Wood fencing in Horseshoe getting regular maintenance and repairs.
- Parks playground equipment to be repaired and updated as needed, currently in the bid process to get pricing.
- Sidewalk and bollard lighting on path and trail maintenance has begun.
- Getting bids for stucco wall repair and painting throughout the community.
- In the bid process of Ethyl's Garden water feature refurbishment.
- Bill Lord has resigned and returned to his last position at his previous employer.
- The new title of the position will be Director of Community Services, which is responsible for management of Landscape and Maintenance teams, special projects, Reserve Study, and budget.
- Victoria Wick has been hired and been working in the part-time role of Communications Coordinator.
- Debra Lanza, our new receptionist, started mid-April.
- The IT Manager position job description is currently being worked on and we will post the position, and hopefully have an individual hired by July 2022.

First Quarter 2022 Financial Report

Dee Nortman, Financial Services Director, reported on 1st quarter finances.

Unfinished Business – N/A

New Business

Firewise Bid Approval

Dr. Geiger provided updates on Firewise. Sun Country was the only bid that followed through, and everyone involved has been satisfied with their work. Mr. Wilner motioned to continue service with Sun Country for the next phase. Ms. Cottey seconded the motion. With no further discussion, the motion passed unanimously.

Ethics Policy Update

The purpose of the Ethics Policy is to establish the criteria for Board and Committee participation. Ms. Cottey motioned to approve conditionally the revised Ethics Policy pending the 30-day member comment period. Mr. Wilner seconded the motion. With no further discussion, the motion passed unanimously. The matter will be brought back to the June 6 board meeting for final approval.

Firestick Plants

Ms. Ray-Brethower provided an update on the restricted use of Firestick plants. Further discussion will be held with the Covenant Commission.

Committee Reports

Firewise Committee

Dr. Geiger reported that the next committee meeting would be held on July 26, 2022, at 1:00 p.m.

Budget and Finance

Mr. Shaw reported that the audit is going well and that the finance committee will review the audit on May 31. There is one open position on the finance committee. Ideally the committee members would represent all four villages; the committee currently was recruiting for someone to represent Country Club.

Modification Committee

Mr. Wilner reported that the next meeting will be May 10 at 4 p.m. via Zoom. First quarter has 77 modifications (55 standard and 22 paint). There is one open position on the modification committee, and they currently were accepting applications.

Member Open Forum

Announcements

- Board Retreat, May 13, 9 a.m.
- Next Regularly Scheduled Board Meeting, June 6, 6 p.m.

Adjournment: There being no further business to conduct, Dr. Geiger adjourned the meeting at 6:45 p.m.