

## DC Ranch Association – Board of Directors

Meeting Minutes: November 7, 2022



Date/Time: Monday, November 7, 2022, Started: 6:01 p.m. / Ended: 8:28 p.m.

Location: The Ranch Office and Zoom

Purpose: Regular Open Meeting

Chaired By: Dr. Philip Geiger

Recording: Meghann Hill

Secretary: Elaine Cottey

Status: APPROVED

### Attendance:

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

Absent: John Shaw, Treasurer

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

### Call to Order / Establishment of Quorum / Roll Call

Dr. Geiger called the meeting to order at 6:01 p.m. A quorum was established with six directors present.

### President's Comments

Dr. Geiger thanked all residents in attendance, reviewed the call to the public, and reminded residents when the meeting is open for comment.

### Consent Agenda

Mr. Wilner motioned to approve the consent agenda. Mr. Kiraly seconded the motion. The motion passed unanimously.

- October 3, 2022 – Board Meeting Minutes
- October 3, 2022 – Executive Session Minutes
- October 18, 2022 – Action without a Meeting

### Executive Director's Report

- Kathren Coleman has started with Ranch Association as the full-time Communications Coordinator.

- Painting of Stucco walls and view fencing began the week of October 31. Horseshoe Canyon \$28,922, Sierra Pinta wall \$22,176, Terrace Homes East \$32,207, Terrace Homes West \$30,555, Park and Manor \$38,375, Arcadia wash walls \$31,002. MSV is currently on hold as bids are \$10,000 over budget.
- Asphalt patch and repair will occur in Park and Manor, bids are extremely high.
- The contractor for Firewise clearing is in Camelot 2.13/2.14.
- Modifications has processed 12 new artificial turf applications.
- Seasonal flowers have been planted, and wildflower beds should be seeded by end of this week.
- Stream cleaning in T1 will be started the week of November 14.
- All of the park furniture ordered for 2022 has been or is scheduled for delivery.
- Updated street signs have been ordered and/or installed in many neighborhoods to include: Arcadia, Windgate, Camelot, Country Club, Pioneer, Haciendas, Desert Springs Park and Rosewood.
- New Windgate exit signs have been ordered to clarify the left turn, lane to drive straight, and right turn lane only.
- Resident Leadership Academy Class 7 continues, November 15<sup>th</sup> is Engaged Community and Community Patrol/Gate Access with Jona Davis, Devin Haggerty, and Mike Wells.
- Staff has started work on the DC Ranch insurance renewal effective January 1, 2023. We are estimating a 15% increase in premiums to industry market, property coverage, and cyber coverage.
- Replacement of cameras at the Eastgate, Westgate, Horseshoe and Windgate are in process, and expect them to be completely installed before Thanksgiving. Arcadia and unmanned gates will be Q1 2023.
- Tree and plant replacement has begun in areas that lost trees during the storm, or that died in the summer.
- Tree trimming has begun in areas the Association is responsible for maintenance.
- Slide replacement for Terrace Homes West has been ordered; 12-16 week delay.
- Reserve Studies are being conducted for each neighborhood with completion by Q1 2023 by a third-party vendor Facilities Advisors Arizona.
- Conversation in the Park scheduled for Sterling Estates on November 16, 4 p.m.
- Neighborhood park meeting on November 15 at 5:30 p.m. at Terrace Homes West.
- NVM application deadline was November 4. After years of vacancies in several neighborhoods, I have recruited volunteers for all NVM areas, with alternates in many neighborhoods. Ballots are mailed the week of November 22 and must be returned by December 9.
- We selected a new broker for benefits. We hired Trek Insurance, which is a smaller company, and have been able to add voluntary benefit options, as well as improve the dental and vision plan for under \$1 cost per employee. Benefit costs have increased 7% from last year. Open enrollment began October 28-November 14.
- All Team Value Awards to be awarded in February based on five team values (fun, professionalism, innovation, passion and teamwork). These are peer-based nominations and applications for nominations have been available to staff.
- Maintenance and Landscape Employee of the Year 2022 will be awarded in December 2022.

- Year-end evaluation process has started with management evaluations of staff due November 14. Annual reviews will be conducted with each staff person by first week of December.
- 4<sup>th</sup> Quarter Team building event will be December 16 for all Ranch Association employees.
- Residents that live in Horseshoe Canyon off 101<sup>st</sup> and 101<sup>st</sup> Place, Terrace Homes East and West, Park and Manor and the wash side of Arcadia need to trim their landscaping off the view fence as the paint contractor is coming through and will be painting the view fencing in those areas.
- Association offices will close at 12 noon on Wednesday, November 23 for observance of the Thanksgiving holiday and will reopen on Monday, November 28 at 8:30 a.m.
- Staff is currently looking at extending our leases on the fleet trucks for 2023, or considering other options to reduce costs, smaller trucks, as well as potentially lease to buy alternatives.
- Maintenance and Landscaping is testing a work order tracking system called Trello and Hey Dude!
- Applications for the Sustainability Committee should be available on the website next week after the Board approves the Charter tonight. An email blast will be sent out with all the information.

#### **Director of Financial Operations – 2nd Quarter Financial Report – Dee Nortman**

Ms. Nortman provided an update on the 3<sup>rd</sup> Quarter Financials. Full reports are available on the DC Ranch website.

#### **Unfinished Business**

##### QR Code for Gate Access

Mr. Wells provided an overview of the GateAccess.Net application for resident guest management, including use of QR codes for visitor entry. A tutorial for use of GateAccess.Net will be posted to the DC Ranch website.

##### Signed Conflict of Interest Forms

Dr. Geiger reminded all Board members and committee members to turn in their forms.

##### Modification Committee Policy Resolution

Mr. Wilner clarified that the Resolution would not result in additional violations being added to a property as a result of the pre-modifications review inspection; intent is to correct outstanding violations, not look for new violations. Discussion took place with a consensus that the Board move forward with the Modification Committee Policy Resolution as approved at the October 3, 2022 Open Session Meeting.

##### Approval of 2023 Annual Budget, Reserve Plan and Assessment Schedule

Mr. Wilner motioned to approve the 2023 budget. Ms. Cottey seconded the motion. With no further discussion, the motion passed unanimously.

### Recording of Meetings

The Board discussed recording of Board and Committee meetings. Staff reported that Committee meeting recordings posted to the DC Ranch website have very limited viewing. The Board considered concerns that some Committee volunteers and attendees may not feel comfortable with being recorded which could result in limited participation. Discussion took place with a consensus that Open Session Board Meetings continue to be recorded and posted to the web, but Committee Meetings no longer be recorded. Mr. Kiraly made a motion to continue recording Open Session Board Meetings and discontinue recording of Committee meetings. Ms. Cottey seconded the motion. With no further discussion, the motion passed unanimously.

### **New Business**

#### Standards of Conduct, Landscaping and Home

Mr. Wilner motioned to post the proposed updates to the Standards on the DC Ranch website for 30 days to allow resident feedback, with any updates to the Standards to be approved at a future 2023 Board meeting. Ms. Walberg seconded the motion. With no further discussion, the motion passed unanimously.

#### Sustainability Committee Charter

The Sustainability Committee is being established as a joint committee of the Community Council, Ranch Association, and Covenant Commission that serves in an advisory capacity to provide guidance and counsel on sustainability initiatives and environmental practices for the organization and the community-at-large in accordance with governing documents. Mr. Wilner motioned to approve the Sustainability Committee Charter. Ms. Walberg seconded the motion. With no further discussion, the motion passed unanimously.

#### 2023 Board Calendar

Mr. Kiraly motioned to approve the 2023 board calendar. Mr. Wilner seconded the motion. With no further discussion, the motion passed unanimously.

#### Community Patrol/Access Speeding Resolution

Mr. Kiraly advised that the Committee reviewed the Standards for Conduct DCR-24, and after discussion, agreed to recommend an amendment to the standard. To address ongoing speeding issues, the Committee would like the Board to consider approving a reduction to the excessive speed limit in streets adjacent to park areas from 11 MPH to 8 MPH over the posted speed limit and a reduction to the excessive speed limit from 20 MPH to 11 MPH over the posted speed limit on private roadways not adjacent to park areas. The Committee would also like the Board to consider updating the standard to include transponders being suspended for a minimum of 30 days after three speeding violations, with a \$100 fine being assessed to reactive the transponder over and above the speeding fines; with all fines being paid within 30 days. Discussion took place with a consensus that the proposed redline changes to the Standards for Conduct DCR-24 be posted to the DC Ranch website for 30 days to obtain resident feedback.

## **Committee Reports**

### Firewise Committee

Dr. Geiger reported that the Firewise initiative has begun in Camelot. The next meeting will be held in January 2023.

### Budget and Finance Committee

Dr. Geiger thanked the Budget and Finance Committee members for their work on the 2023 budget.

### Modification Committee

Mr. Wilner reported that the next meeting will be November 8, 2022, at 3 p.m. There had been 35 modification requests 12 of which were artificial turf.

### Policy Committee

Ms. Cottey reported that with the standards being reviewed by Board of Directors, there were no additional updates to report.

### Access Control/Community Patrol Committee

Mr. Kiraly reported that during the Committee's November meeting, Scottsdale Police presented current crime statistics for DC Ranch and the surrounding communities, with an emphasis on the fact that the statistics support that the area is safe and has a very low crime rate. The next meeting is tentatively scheduled for January 10, 2023 at 6 p.m.

## **Member Open Forum**

Member discussion centered around visitor gate access for unmanned gates and availability to attend Committee meetings.

Resident Valentin Dinu gave a presentation on the Park and Manor pedestrian gate and requested the Board consider removal and/or replacement with alterations.

## **Announcements**

- Budget and NVM ballot mailing week of November 21, 2022
- Next Regularly Scheduled Board Meeting (BOD in person, residents on Zoom), December 5, 2022, at 6 p.m.
- NVM ballots due December 9, 2022 by 5 p.m.
- NVM election results announcement week of December 19, 2022
- Board of Directors/Sub-Association Meeting at The Homestead, January 11, 2023, at 6 p.m.
- Realtor Training at The Homestead, January 16, 2022, at 6 p.m.

**Adjournment:** There being no further business to conduct, Dr. Geiger adjourned the meeting at 8:28 p.m.