

DC Ranch Association – Board of Directors

Meeting Minutes: January 9, 2023



Date/Time: Monday, January 9, 2023, Started: 2:12 p.m. / Ended: 3:20 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; Marla Walberg, Director; Geoff Wilner, Director; John Shaw, Treasurer; Elaine Cottey, Secretary (via Zoom)

Absent: Don Matheson, Director

Management: Michele Ray-Brethower, Executive Director
Meghann Hill, Director of Community Services

Call to Order / Establishment of Quorum / Roll Call

Dr. Geiger called the meeting to order at 2:12 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. Dr. Geiger welcomed new Neighborhood Voting Members (NVM) and noted that the Ranch Association had recruited NVM candidates for all neighborhoods. Dr. Geiger also congratulated the three Resident Leadership Academy graduates.

Consent Agenda

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

- December 5, 2022 – Board Meeting Minutes
- December 5, 2022 – Executive Session Minutes

Brown and Brown Insurance Renewal

Michael Hughes and Matthew Koch of Brown and Brown Insurance presented information on DC Ranch's insurance renewal, including the team members, Claims & Risks Services, Company Guiding Principles, Current Market Conditions, Roles of a Board Member, & Claims & Coverage.

Executive Director's Report

- Slide replacement for Terrace Homes West has been completed.
- Association offices will be closed for the Martin Luther King holiday on Monday, January 16 and will reopen on Tuesday, January 17 at 8:30 am.
- Applications for the Sustainability Committee are currently available on the website and an email blast has been sent out with all the information.
- 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 submitted, staff awards event is scheduled for February 24, 2023.
- Maintenance and Landscape Employee of the Year 2022 awarded in December. Maintenance Employee of the Year 2022 went to veteran employee Jose Hernandez, and the Landscape Employee of the Year was awarded to 14-year employee Jose Aguilar.
- Modifications overview for Q4 shows a significant increase in requests for artificial turf.
- Streetscape trees have been trimmed in Desert Haciendas and the Parks. Common area and Park trees were trimmed in Haciendas, Parks at Silverleaf.
- New plants were installed in columnar pots at Sterling.
- Fertilizer has been applied to all turf throughout the community.
- T1 Stream and water feature were emptied and cleaned.
- Grove Park fountain repaired and repainted.
- Completed several asphalt cold patches for significant potholes. Park and Manor to be completed in March or April.
- Windgate Exit signage completed.
- New fleet trucks are due to be delivered next week.
- Community Standards Specialist position has been posted and we have received applications and will begin interviewing and hiring in upcoming couple of weeks.
- We have one maintenance (due to a retirement) and one landscaping (moved to Maintenance) position vacancy.
- Landscape crews have been rotated to other neighborhoods to increase cross-training abilities.
- Tunnel cameras and Arcadia manned gate cameras to be installed this month.
- Working on transition of community infractions to Caliber software in preparation of the approval of the updated standards with new fining structure.
- An oil spill occurred on North 98th Street inside Arcadia back gate, which has been cleaned up.
- A light pole at Arcadia was damaged by a contractor and an insurance claim has been filed with contractor's insurance.

Unfinished Business

Signed Conflict of Interest Forms

Dr. Geiger reported that all Board members and Committee members signed and submitted the Conflict of Interest forms.

Park and Manor Pedestrian Gate

Ms. Ray-Brethower advised that the Ranch Association staff is working to obtain proposals from 3rd party vendors to inspect the pedestrian gate. Association staff will continue to monitor the gate operation on a regular basis.

Terrace Homes East Dog Park Proposal

Ms. Walberg responded to questions she had received regarding rules against off-leash pets and noted City ordinances, State statutes, and the Association's Governing Documents which prohibit off-leash pets. Dr. Geiger noted liability concerns expressed by the Association's insurance company related to the proposed dog park.

Mr. Shaw motioned to decline the request to allow an off-leash dog park in Terrace Homes East. Ms. Walberg seconded the motion. The motion passed unanimously.

Community Standards Update

Ms. Ray-Brethower reported the Standards update process is moving along and to date, no comments have been received from residents regarding the proposed changes. Community Council is anticipated to review the proposed update at their January 26 meeting and the document is slated to be on the Association's February Board Meeting agenda for review and approval.

Bylaw Amendment

Ms. Ray-Brethower advised that the proposed Bylaw Amendment included changing Board Member requirements to allow only Owners to be eligible to serve on the Association Board and move to digital voting for Board and NVM elections.

Ms. Cottey made a motion to approve the Bylaw Amendment as posted, contingent on any objections received during the 30-day review period. Mr. Wilner seconded the motion. The motion passed unanimously.

Maintenance Yard Update

Ms. Ray-Brethower reported that ongoing signage violations by the storage facility adjacent to the proposed yard acreage are continuing to delay the property purchase. DC Ranch is working with all parties involved to move the purchase forward.

New Business

Sustainability Committee Status

Ms. Ray-Brethower reported that only four applications have been received and additional applicants are being sought.

Committee Reports

Firewise Committee

Dr. Geiger reported that the Firewise initiative is continuing in Camelot. The next meeting is on January 10, 2023. Ms. Hill reported that the Firewise Certification application packet is currently being finalized with Scottsdale Fire and we anticipate receiving certification by end of Q1 2023.

Budget and Finance Committee

Mr. Shaw advised that the Committee had not met, so there was nothing to report. The next meeting is on January 30, 2023.

Modification Committee

Mr. Wilner reported that the next meeting will be on January 10, 2023, at 3:00 p.m. There had been 27 modification requests, 8 of which were artificial turf. Dr. Geiger provided a reminder that all modifications must be reviewed and approved by the Committee and those that move forward with unapproved modifications may be required to remove the unapproved modification.

Policy Committee

Ms. Cottey reported that to date no feedback has been received from residents on the proposed Community Standard policy updates. The next meeting is on February 7, 2023, at 2:00 p.m.

Community Patrol and Gate Access Committee

Mr. Kiraly noted that the Committee will review the DCR-24 Speeding Standards at the next meeting, which is scheduled for January 10, 2023 at 6:00 p.m. The Committee will also discuss a possible traffic study update, speed hump impact reports, and finalize a resident survey for distribution.

Member Open Forum

Dr. Geiger reported that the Board will be conducting a touch-base in February with the Executive Director to review quarterly goals status. Dr. Geiger encouraged residents to submit applications to run for the Board and to volunteer to serve on Committees.

Announcements

- Next Regularly Scheduled Board Meeting (BOD in person, residents on Zoom), February 6, 2023, at 6 p.m.
- Community Patrol and Access Meeting at The Homestead, January 10, 2023, at 6 p.m.
- Board of Directors/Sub-Association Meeting at The Homestead, January 11, 2023, at 6 p.m.
- NVM Training at The Homestead, January 18, 2023, at 6 p.m.
- DC Ranch Day at the Homestead, January 21 at 3:30 p.m.
- Board Candidate Forms available February 3.
- Applications for Volunteer of the Year are due March 3.

Adjournment: There being no further business to conduct, Dr. Geiger adjourned the meeting at 3:20 p.m.