

## DC Ranch Association – Board of Directors Meeting Minutes: March 6, 2023



Date/Time: Monday, March 6, 2023, Started: 6:00 p.m. / Ended: 7:38 p.m.  
Location: The Ranch Offices and Zoom  
Purpose: Regular Open Meeting

Chaired By: Dr. Phil Geiger  
Recording: Kathren Coleman

Status: APPROVED

### **Attendance:**

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

Absent: None

Management: Michele Ray-Brethower, Executive Director  
Meghann Hill, Director of Community Services  
Kathren Coleman, Communications Coordinator

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

Dr. Geiger called the meeting to order at 6:00 p.m. A quorum was established with seven 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 opened the meeting with comments regarding Board Goals first established in 2022 for review in this meeting and encouraged board members, NVMs, and residents to maintain an atmosphere of civil discourse as the review is presented.

### **Board Goals Update**

Mr. Kiraly introduced and led a brief announcement of the 14 Board of Director's goals for review and introduced Goals 1, 2, and 3. Goal 1: Providing audio and video access for in-person and zoom meetings. Goal 2: Fully informed board members and enabled Executive Director to complete all Association business. Goal 3: Reaffirm role of Board in policy making, budget development, and oversight of Executive Director performance and initiatives.

Ms. Cottey introduced multiple goals, including, Goal 4, which focuses on transparency and encourages open dialogue and debate; Goal 5, which focuses on providing the necessary resources for the Executive Director and staff; and, Goal 6, taking action to follow up on all Transfer & Disclosure, modification submittal review, and Covenant Commission decisions to ensure compliance and documentation.

Mr. Shaw reviewed Goal 7 regarding engaging with Community Patrol and Gate Access Committee and community to review safety measures, and Goal 8 – Completing Firewise implementation.

Ms. Hill provided a brief overview of the certification application process and status for Firewise.

Mr. Wilner reviewed Goal 9 regarding ethics standards for board and committee members. Mr. Wilner reviewed an instance of conflict of interest and how to recuse themselves from a vote. Additionally, Mr. Wilner presented Goal 10, reassessing fines and fee structure for all community standards.

Ms. Walberg reviewed Goal 11 regarding Arcadia's Sissoo trees. Ms. Walberg also stated Goal 12 regarding education to the community on the defined roles of the three DC Ranch governing entities.

Ms. Ray-Brethower updated the committee on a promotional video that will be available soon to help educate on The Ranch Association, Community Council, and Covenant Commission.

Mr. Matheson reviewed Goal 13, to work with the sub-associations. Reviewing cost savings through vendor stacking was mentioned as one option for this engagement. Mr. Geiger noted there are 2 sub-association leadership roundtables scheduled for March. Mr. Matheson also stated Goal 14 regarding reviewing the Executive Director's performance in November 2022 and March 2023.

Mr. Geiger recommended that the next Board consider creating annual goals to ensure the continued progress and growth of the DC Ranch Community.

### **Consent Agenda**

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

- February 6, 2023-Regular Meeting
- February 6, 2023-Executive Session

### **Executive Director's Report**

- Ranch Association staff will be out of the office Wednesday, March 8 for a team building event. Community Council staff will be covering the front desk.

- Applications for the Sustainability Committee are currently available on the website and currently we have seven applications. Both Executive Directors will be reviewing the applications and extended the deadline to increase the number of applicants, and perhaps those interested in volunteering but not elected to a Board role.
- All Team value awards were awarded at the end February based on five team values (fun, professionalism, innovation, passion and teamwork). Recipients of each of the awards were: Fun-Gina Richard (CC), Professionalism-Clem Sklodowski (RA/CC shared employee), Innovation-Lynette Whitener (CC), Passion-Larry Cowles (RA-Modifications), and Teamwork-Jose Cardenas (RA Irrigation Specialist)
- Board of Director applications deadline was March 3. At completion of this presentation, which is before the application deadline, we have six applicants for the two vacant positions.
- DCR2025 Strategic planning has kicked off, Community Council is marketing residents to register to provide feedback that will be used to develop the next strategic plan. Board member and staff sessions have also been scheduled.
- Staff is currently working on the Annual Report, which is a joint effort between Community Council, Ranch Association and the Covenant Commission. It will be a digital report and will be completed in March and presented in April at our annual meeting.
- Mack Development meeting still has not been rescheduled. We will notify residents and the NVMs as soon as we are notified as residents are encouraged to attend and provide the developer feedback on their project.
- Sub-association Board members are meeting to collaborate on contractors and ways to improve management of their Associations on March 8 from 2-4 pm at The Homestead. Ira Fierstein, board member from Columbia is facilitating this meeting.
- Home and Landscape Expo is scheduled for 4-7 pm at The Homestead on March 22. Educational seminars will be offered on Firewise, Artificial Turf installation, Paint modifications, Community Standard updates as well as several vendors representing landscaping, lighting, interior design, paint, artificial turf, and mosquito control.
- The third-party vendor, Anderson Security annual evaluation was completed on February 9th. We are developing updated post orders and addressing areas of improvement with the Account Manager.
- Sidewalk inspections are occurring throughout planning unit 1, shaving the sidewalk maybe a more cost-effective solution at this time to reduce slip/trip and fall concerns.
- We received new bids for the asphalt work at Park and Manor and will be working with the NVMs on the next steps.
- Weed eradication is ongoing, with the amount of moisture we have received it has been difficult to keep up. Market Street Villas, Camelot, Park and Manor, and the Community centers are completed.
- Reserve study update is still in process and due to be completed by the end of March.
- Six of the eight fleet trucks were delivered by Enterprise. Enterprise will honor the original pricing agreed upon in November 2021 even though pricing has increased.
- Eleven of the 69 modems left to be installed in the irrigation controllers. All controllers will be 4G and more efficient with the installation.

- Wildflowers are beginning to germinate and emerge. There is a “Landscape stroll” scheduled for March 25 to learn about the local wildflowers, different landscape features along the path and trail system and the importance of desert flora in the community.
- We have had some IP address/router issues at three unmanned gates. Staff is working with Cloverleaf and AAA Smart Home to get these addressed.

## **Unfinished Business**

### Park and Manor Pedestrian Gate

Ms. Ray-Brethower provided an overview of the 3<sup>rd</sup> party engineer’s report and recommendations for the Park and Manor pedestrian gate. Signage will also be added to the gate advising to dismount bicycles before using the pedestrian gate.

Mr. Kiraly motioned to approve and execute the 3<sup>rd</sup> party engineer’s recommendations for the Park and Manor pedestrian gate. Mr. Shaw seconded the motion. The motion passed unanimously.

### Traffic Study

Ms. Ray-Brethower advised that the traffic study was still underway and a report from the 3<sup>rd</sup> party vendor will be reviewed with the CPGA committee once completed.

### DCR-24 Speeding Amendment

Ms. Ray-Brethower reviewed the recommendations from the CPGA committee regarding the speeding standard; DCR-24 would be amended to consider 10mph over the speed limit as excessive speeding in all areas of the community. Dr. Geiger commented that the committee was very supportive of this policy change. Mr. Kiraly, chairman of the committee, noted that the committee would like to communicate the updated speeding policies in DC Ranch and make sure that residents know the consequences, which could include transponder deactivation.

Mr. Kiraly motioned to post the recommended DCR-24 policy change to the DCRanch.com website for a 30-day comment period. Ms. Cottey seconded the motion. The motion passed unanimously.

### Standards of Home

Ms. Ray-Brethower reviewed proposed updates to the Standards for Home. Ms. Cottey motioned to approve the Standards of Home update as presented and authorize the Association Executive Director to work with Community Council Executive Director to finalize changes for all the Standards, including formatting. Mr. Shaw seconded the motion. Motion passed unanimously.

## **New Business**

### Community Patrol and Gate Access Committee Survey

Ms. Ray-Brethower reviewed the Community Patrol and Gate Access Committee Survey results. The CPGA Committee has reviewed the survey results and is working with staff to create action items and recommendations to be presented to the board for review and consideration at a future meeting.

## **Committee Reports**

### Firewise Committee

Ms. Ray-Brethower provided an update on Phase 1 Firewise clearing progress.

### Budget and Finance Committee

Mr. Shaw reviewed the Budget and Finance Committee work and noted that the audit began on March 2. The committee will review Q1 Financials at the May 1 meeting.

### Modification Committee

Mr. Wilner reported that 24 modification requests were made, 4 of which were for artificial turf. Mr. Wilner advised that Mr. Whitmire would be resigning from the committee and thanked him for his service on the committee. Next meeting will be on March 14, 2023 at 3:00 p.m.

### Policy Committee

Ms. Cottey reviewed the Policy Committee work, including review of NVM and asset disposal policies. Ms. Cottey advised that the committee reviewed the Estate Sale policy and confirmed that Estate Sales are not permitted in DC Ranch. Next meeting had not yet been scheduled.

### Community Patrol and Gate Access Committee

Mr. Kiraly reviewed the Community Patrol and Gate Access Committee work and noted that the traffic study may extend past the March CPGA meeting, so the March meeting was cancelled. Next meeting will be scheduled in April when traffic study is completed for committee review.

## **Member Open Forum**

Dr. Geiger opened the floor for open comments. Discussion took place regarding the following items:

- Light Pole replacement in Arcadia
- Transponder Access at Windgate
- Desert Haciendas Park
- Pickleball Courts (referred to Community Council)

## **Announcements**

- Meet the Candidates at The Homestead, March 13, 2023, at 6 p.m.

- Home & Landscape Expo at The Homestead, March 22, 2023, at 4 p.m.
- Annual Meeting, April 3, 2023, at 6 p.m.

**Adjournment:** There being no further business to conduct, Dr. Geiger adjourned the meeting at 7:38 p.m.