

## DC Ranch Association – Board of Directors

### Meeting Minutes: December 4, 2023



Date/Time: Monday, December 4, 2023, Started: 6:00 p.m. / Ended: 7:36 p.m.  
Location: The Ranch Offices and Zoom  
Purpose: Regular Open Meeting

Chaired By: Dr. Phil Geiger  
Recording: Meghann Hill

Status: APPROVED

#### **Attendance:**

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

Absent: None

Management: Michele Ray-Brethower, Executive Director  
Meghann Hill, Director of Community Services  
Mike Wells, Director of Operations (Left at 7:06 p.m.)  
Jeff Rons, Landscape Manager (Left at 7:06 p.m.)  
Joe Felix, Landscape Foreman (Left at 7:06 p.m.)  
Davina Lunetta, Project Manager

#### **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 and provided updates on the following items:

- Board Meeting Protocol – Resident comments can be made before the Board votes on any proposed motion. Anonymous comments will not be recognized.
- Modification Resolution – All modifications must be submitted to the Committee for review and approval. Any outstanding violations on a property should be remedied prior to submittal of a modification application. Unapproved modification may result in fines and the unapproved modification may be subject to removal at the owner's expense.

## **Consent Agenda**

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

- November 6, 2023-Regular Meeting Minutes
- November 6, 2023-Executive Session Meeting Minutes
- November 28, 2023-Executive Session Meeting Minutes

## **Landscaping and Maintenance Presentation – Jeff Rons, Landscape Manager**

Mr. Rons provided a presentation of the current landscape operations and landscape plan.

## **Executive Director's Report**

- Conversations in the Park - December 6 for Terrace Homes East and Terrace Homes West. The event starts at 4 pm-5:30 pm, with both Presidents and Executive Directors of Community Council and Ranch Association attending.
- Transponders - Staff will be working with Board of Directors, NVMs, Committee members and residents who have obtained their transponder since January 1, to make the conversion to headlight tags from the hard card transponders by year end.
- Re-registration of all vehicles and license plates associated with your property will go in conjunction with the headlight tags, but those that have windshield tags will be able to begin the process starting January 1.
- The All-Team value award nominations are being accepted through December 22. The awards are awarded in February 2024 and are based on our five team values (fun, professionalism, innovation, passion and teamwork). These are peer-based nominations, and staff have been provided the nomination forms.
- 4<sup>th</sup> Quarter team building event scheduled for December 14 for all Ranch Association employees.
- Tree trimming in Silverleaf Park and Streetscape trees was completed.
- Plant Replacements - Arroyo Park had 50 new plants planted, and Homestead Community Center had 150 plants replaced.
- We are hiring for two landscape positions and one irrigator tech position.
- Culvert cleaning was completed at lot #131, and Sierra Pinta wash. Lot #217 will be completed by month end.
- Sidewalk replacement and shaving has begun in Windgate. Phase 2 will address 8 other neighborhoods trip hazards, Desert Haciendas, Terrace Homes East, The Estates, Park and Manor, Country Club, Horseshoe and Arcadia. Anticipate all trip hazards to be addressed by year end, work is being done by a third-party vendor.
- The Association offices on Market Street will close in observance of Christmas on Friday, December 22 and will reopen on Wednesday, December 27 at 8:30 a.m. In observance of the New Year holiday, the office closes at noon on Friday, December 29 and will reopen on January 2 at 8:30 a.m. Any emergencies during this time should be reported to the Command Center at 480.397.9659.
- The 2023 Association taxes have been filed timely.

- Ms. Ray-Brethower announced that she tendered her resignation effective January 2, 2024.

## **Unfinished Business**

### 2024 Board Calendar

Ms. Ray-Brethower provided an overview of the 2024 Board meeting calendar and noted proposed considerations to move up the January 8 meeting start time to accommodate the National Championship Football Game. Discussion took place with a consensus that the start time for Executive Session be moved up to 2:00 p.m. and Open Session start at 3:00 p.m.

Ms. Sukhovolets motioned to accept the 2024 Board Calendar with a start time change for the January 8 Executive Session to 2:00 p.m. and January 8 Open Session to 3:00 p.m. Mr. Matheson seconded the motion. The motion passed unanimously.

### 2024 Board Meeting Location

Dr. Geiger requested the Board reconsider options to allow meetings to be held both in-person and via Zoom.

Dr. Geiger motioned to have the Board explore additional options to host in-person and Zoom meetings at a reasonable cost. Ms. Walberg seconded the motion. The motion passed unanimously.

## **New Business - None**

## **Committee Reports**

### Firewise Committee

Ms. Ray-Brethower advised that Firewise clearing continues in Montelena and staff applied for an additional Firewise Grant.

### Budget and Finance Committee

2023 taxes were filed timely.

### Modification Committee

Mr. Matheson advised the Committee is looking for a more user-friendly application process.

### Policy Committee

Ms. Ray-Brethower advised that Policy 302 will come to the Board for final approval in January.

### Sustainability Committee

Dr. Geiger advised that the Committee is currently focusing on recycling and will visit a recycling plant.

### Community Patrol and Gate Access Committee

Mr. Kiraly advised that the next meeting is scheduled for December 14 at 6:00 p.m.

### **Member Open Forum**

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

- Residents thanked Ms. Ray-Brethower for her service to the community

### **Announcements**

- Next Regularly Scheduled Board Meeting, January 8, 2024, at 3:00 p.m. via Zoom
- NVM Appreciation event, December 13, 6 pm

**Adjournment:** There being no further business to conduct, Dr. Geiger adjourned the meeting at 7:36 p.m.