

DC Ranch Association – Board of Directors Meeting Minutes: January 8, 2024



Date/Time: Monday, January 8, 2024, Started: 3:02 p.m. / Ended: 4:23 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; Iryna Sukhovolets, Director; John Shaw, Treasurer; Elaine Cottey, Director; Don Matheson, Director

Absent: Marla Walberg, Secretary

Management: Jenna Kohl, Executive Director
Meghann Hill, Director of Community Services
Mike Wells, Director of Operations
Jeff Rons, Landscape Manager
Joe Felix, Landscape Foreman
Davina Lunetta, Project Manager

Call to Order / Establishment of Quorum / Roll Call

Dr. Geiger called the meeting to order at 3:02 p.m. A quorum was established with six directors present.

Recognition of New Executive Director – Dr. Geiger

It is my pleasure to recognize Jenna Kohl as the new Executive Director for the Ranch Association. There are times when events create an opportunity to consider options that may not have been possible or even desirable at other times. With Michele Ray-Brethower resigning effective January 2nd, the Ranch Association Board went into high gear and began exploring numerous possibilities for filling that role in the most effective, and efficient manner possible. We considered outsourcing the entire management to a professional management company. We interviewed and considered several search firms that are experienced in seeking highly qualified HOA managers, and we also looked at consolidating our resources and our staff in a way that enables us to best utilize the combined Community Council and Ranch Association

personnel in a way to create greater efficiencies, more consistent practices and processes between the two organizations, deploying personnel in the most financially prudent manner, and to create greater synergy between the Ranch Association and the Community Council.

We interviewed internal personnel for an interim role including Jenna Kohl. Once the Board had reviewed Jenna's resume, her experience, her accomplishments, and her approach to getting things done, the Board voted unanimously to appoint Jenna Kohl, not as the interim Executive Director but as the permanent Executive Director effective January 2, 2024. There are still some details to be worked through with the Community Council since these two organizations will remain separate entities in accordance with the CC&Rs, but there is every expectation that those details will be completed prior to the end of January. Jenna will work for both boards but have authority over the entire cadre of personnel. She will be adjusting the structure of the staff so that there is someone who is the point person for the Council and one for the Ranch and one person who will manage the shared services that we already have and will create like finance, communications, facilities, and IT.

There will likely be more changes as Jenna settles into her position and considers what needs to be changed for the benefit of the entire community's overall needs. We anticipate that in the long run there will be some financial savings from this collaboration as well as a more streamlined approach to getting things done.

We are grateful for the contributions of all past Executive Directors, especially Michele Ray-Brethower, Darren Shaw, Andy Anderson, Melinda Gulick, and likely others I have failed to mention. The leadership stands on the shoulders of those who have come before them and the Boards of Directors who have supported them. This board is committed to making this new approach successful and is 100% behind Jenna Kohl's leadership for now and in the future. Welcome Jenna.

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:

- 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.
- Mack Development Update - Street from Legacy to DC Ranch Corporate Center will be a no truck zone which was requested by DC Ranch. Work will begin next week. Residents with traffic concerns are encouraged to reach out directly to the Transportation Director Mark Melnychenko - MMelnychenko@Scottsdaleaz.gov.

Consent Agenda

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

- December 4, 2023-Regular Meeting Minutes
- December 4, 2023-Executive Session Meeting Minutes
- December 21, 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

- Transponders and Vehicle Registration Information Update - Information on this program will be presented at the February meeting.
- The All-Team value award nominations were 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.
- 2023 Landscaping Employee of the Year went to Ruben Aranda, and the 2023 Maintenance Employee of the Year went to Jaime Espinoza. Both employees exemplified our Ranch values throughout the year, as well as going above and beyond during the monsoon season and holiday decorating. Congratulations to these employees, and we appreciate their dedication to the community.
- Ranch Association Board Elections: Two director seats open.
 - Feb. 1: Applications open
 - Mar. 1: Applications due
 - Mar. 11: Meet the Candidates Night
 - Mar. 13: Ballots mailed to NVMs
 - April 1: Ballots due; election results announced at Annual Meeting
- The Association offices on Market Street will be closed in observance of Martin Luther King Day on Monday, January 15, and will reopen on Tuesday, January 16 at 8:30 a.m.
- Tree trimming in Silverleaf Park and Streetscape trees was completed.
- Plant replacements at Terrace Homes West were completed.
- We are hiring two landscape positions and one irrigator tech position.
- Culvert cleaning was completed at lot #217.
- Completed the installation of the black mulch in the tree wells of all Parks throughout the community.
- Sidewalk replacement and shaving has been completed in Desert Haciendas, Terrace Homes East, The Estates, Park and Manor, Country Club, Haciendas, Horseshoe and Arcadia.
- Arcadia sidewalk ramp was completed at the Legacy Park in Arcadia.

Unfinished Business

Approval of Policy 302 – Policy on Fines and Rules Restrictions

Dr. Geiger advised that the policy was posted to the DC Ranch website for 30 days for resident review and comment.

Ms. Sukhovolets motioned to approve Policy 302 as presented. Dr. Geiger seconded the motion. The motion passed unanimously.

Approval of Policy 210 – Disposal of Ranch Association Assets

Dr. Geiger advised that the policy was posted to the DC Ranch website for 30 days for resident review and comment.

Ms. Cottey motioned to approve Policy 210 as presented. Ms. Sukhovolets seconded the motion. The motion passed unanimously.

New Business - None

Committee Reports

Firewise Committee

Mr. Wells advised that Firewise clearing continues in Montelena.

Budget and Finance Committee

No meetings since October 2023. Next meeting is January 29, 2024.

Modification Committee

Dr. Geiger provided an overview of the modification submittals reviewed by the Committee in December.

Policy Committee

No update provided.

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 December meeting did not take place due to lack of quorum. The next meeting is scheduled for January 23 at 6:00 p.m.

Member Open Forum

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

- Policy 302 update
- Community Standards compliance
- Desert Camp Community Center Renovation
- Policy 103 adherence
- Arcadia back gate barrier arm and light post

- Tree trimming standards

Announcements

- Next Regularly Scheduled Board Meeting, February 5, 2024, at 6:00 p.m. via Zoom
- Asphalt Road Condition Presentation, February 7, 2024, at 6:00 p.m. at The Homestead.

Adjournment: There being no further business to conduct, Dr. Geiger adjourned the meeting at 4:23 p.m.