

Board of Directors Meeting Minutes REGULAR MEETING November 2, 2023

# Attending:

Ethan Knowlden, President (virtual)
Natalie Ingram, Vice President
Elizabeth Kepuraitis, Treasurer/Secretary
Ron Belmont, Director
Alex Townsend, Director (virtual)
Dinesh Kakwani, Director

#### Staff Attending:

Jenna Kohl, Executive Director
Jona Davis, Community Engagement Director
Dee Nortman, Financial Operations Director
Lynette Whitener, Events & Recreation Senior Manager
Melissa Fuentes, Executive Assistant/HR Administrator
Jeff Shaw, IT Manager
Elizabeth Dankert, Communication Senior Manager
Beth Overton, Facilities & Amenities Director

### **Excused Absence:**

Roland Dickson, Director

#### I. Call to order

President Knowlden called the meeting to order at 5:31 p.m. and a quorum was established via Roll Call. All board members were present except for Director Dickson who had an excused absence. Director Townsend arrived at 5:32 p.m.

## II. Approval of Board Meeting Minutes

Motion: To approve the minutes from the September 28, 2023, and October 16, 2023, board meetings. Motioned by Ron Belmont; Seconded by Dinesh Kalwani; motion passed unanimously.

# III. President's Report

President Knowlden stated that the Governance Committee met, no action items to report.

President Knowlden stated how pleased he was with the DCSIP groundbreaking ceremony. Jenna and her team did an excellent job. He received several wonderful comments from residents.

# **IV. Staff Reports**

Executive Director Jenna Kohl reviewed highlights from the staff report, which is posted on the DC Ranch website. Executive Director Kohl recognized recent anniversaries: Samantha Canchola – 2 years, Devin Haggerty – 8 years, and Dee Nortman – 5 years. ED Kohl would like to recognize Lynette Whitener and her team for pulling off Spooky Carnival with 400 attendees and then two days later the DCSIP groundbreaking ceremony. Desert Camp Site Improvement Project: salvage and utility locate work began in mid-October. The project is under final city review and once permits are issued, construction will begin. Staff Recognition: Chris Irish, Director of Public Affairs has been named the recipient of Scottsdale Leadership's Drinkwater Award. Chris will be recognized at a luncheon in December. Ms. Kohl reviewed upcoming events and recapped numerous activities that took place including Social Hour, Family Yoga, Scottsdale Philharmonic, Speaker Series, Spooky Carnival, DC Ranch Gives, Resident Leadership Academy, Food Truck Night, Health & Wellness, Pickleball, Winter Program Guide, RanchCache, Historic Committee, Community Centers, and Facility Maintenance.

Desert Camp pool will remain open until permits have been issued and construction has started; the pool will close during the demo phase. This will be monitored very closely, more information to come.

Dee Nortman, Financial Operations Director reviewed the Financial Report through September and the Quarterly Benefit Fee report.

#### V. Old Business

None

#### VI. New Business

## **Consider Approval of the 2024 Operating Fund Budget**

Treasurer/Secretary Kepuraitis reviewed highlights of the budget presentation, which is posted online. The 2024 budget is balanced at just over \$5.2M. Review highlight: Assessment increase from \$69.00 to \$78.00; (\$3.60 of increase will be dedicated to Reserve Fund and \$5.40 to Operating). Benefit fee operating revenue is maintained at \$1.5 M, with any excess to capital. Increases occur in three primary areas – personnel related costs, reserve fund contribution, and inflation related costs for vendors, contracts, supplies, and utilities. Reductions were made across departments with the aim of sustaining quality. A joint budget letter with Ranch Association will be sent to residents in late November.

Motion: To approve the 2024 Operating Fund Budget as proposed.
 Motioned by Ron Belmont; Seconded by Ethan Knowlden; motion passed unanimously.

#### **Consider Approval of 2024 Council Meeting Schedule**

Staff reviewed the 2024 board meeting schedule. All executive and open sessions will be held at The Homestead Community Center in 2024. Calendar holds will be sent out to all board members.

Motion: To approve the 2024 Council meeting schedule.
 Motioned by Natalie Ingram; Seconded by Ron Belmont; motion passed unanimously.

## **Consider Amendment for Trail Easement to Meet City Requirements**

Executive Director Kohl recommends adopting a resolution to approve the modified trail easement and rename the public trail easements from "14' Public Trail Easement" to "14' Public Non-Motorized Access Easement." to meet City of Scottsdale requirements related to the Desert Camp Site Improvement project. This change is necessitated by the City as part of their review of the project, which includes a realignment of the portion of the path and trail easements through the site. The City requested that the easement include the descriptor of "non-motorized." This designation is consistent with DCR-09 and City of Scottsdale requirements.

Motion: To approve adopting a resolution to amend Trail Easement as presented.
 Motioned by Dinesh Kakwani; Seconded by Ron Belmont; motion passed unanimously.

#### **Resident Comments**

Sean Palacio commented on investments.

VIII. Meeting adjourned at 6:07 p.m.

# November 2, 2023, Minutes submitted by Melissa Fuentes

These minutes attested by:

Elizabeth Kepuraltis

**Community Council Board Secretary/Treasurer** 

January 25, 2024

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