

DC Ranch Association – Board of Directors
Meeting Minutes: March 4, 2024



Date/Time: Monday, March 4, 2024, Started: 6:00 p.m. / Ended: 7:45 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; John Shaw, Treasurer; Elaine Cottey, Director; Iryna Sukhovolets, Director; Don Matheson, Director

Absent: None

Management: Jenna Kohl, Executive Director
Meghann Hill, Deputy Executive Director
Mike Wells, Director of Operations
Davina Lunetta, Project Manager
Jason Fredrick, Anderson Security

Call to Order / Establishment of Quorum / Roll Call/Adopt Agenda

Dr. Geiger called the meeting to order at 6:00 p.m. A quorum was established with seven directors present.

Ms. Cottey motioned to adopt the agenda. Mr. Shaw seconded the motion. The motion passed unanimously.

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:

- Bylaw Amendment – The Bylaw Amendment providing certified requirements for service on the Board of Directors was approved by the Neighborhood Voting Members and is now in effect.

- Call for Applicants – The Finance Committee and Gate Access Community Patrol Services RFP Ad Hoc Committee have openings and residents are encouraged to submit if they are interested in joining either Committee.
- Announcement of Ranch Association Board Candidates – Two openings on the Board and five candidates for consideration: David Young, David Underwood, Angie Rusch, Chris Reynolds and Blake Miraglia.
- Meet the Candidates Night is scheduled for March 11 at 6:00 p.m. at The Homestead Community Center. Ballots will be emailed to NVMs on March 13 and ballots are due April 1.
- Annual Meeting is scheduled for April 1 at 6:00 p.m. at The Homestead Community Center.
- Modification Reminder – 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. Ms. Kohl advised that temporary adjustments have been made to the modification submittal requirements for specific security related items such as cameras and lighting; a waiver of the modification submittal review fee for security related items has been approved through March 31, 2024.

Consent Agenda

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

- February 5, 2024-Regular Meeting Minutes
- February 7, 2024-Special Meeting Minutes

Staff Reports

- a. Executive Director’s Report
 - 2024 Values Awards Winners:
 - Innovation: Jeff Shaw, IT Manager
 - Passion: Scott Dennerline, Senior Landscape Review Specialist
 - Fun: Aaron Largo, Community Standards Manager
 - Professionalism: Deborah Lanza, Front Desk Receptionist
 - Teamwork: Rafael Lopez, Custodian
 - Appointments:
 - Meghann Hill, Deputy Executive Director – Ranch Association
 - Dee Nortman, Director of Finance and Administration
 - Community Facilities District:
 - Met with City representatives to start discussion; follow up meeting on medians scheduled
 - For details on the CFD, visit www.scottsdaleaz.gov/finance/cfd
 - Ranch Association Board Elections: Two director seats open.
 - Mar. 11: Meet the Candidates Night

- Mar. 13: Ballots mailed to NVMs
- April 1: Ballots due; election results announced at Annual Meeting
- The Homestead Acoustic Improvements - Per Ranch Association and Council Board approvals, new equipment and microphones have been ordered.
- Pending Legislation:
 - HB2648 - Motor Vehicle Manufacturers:
 - Requires a court order before collecting attorney's fees.
 - HR5119 – Corporate Transparency Act
 - Passed House, pending at Senate
 - Delays implementation of burdensome filing requirements of personal data of board directors
 - May not apply to RA due to size
 - Just ruled unconstitutional by District court last week

Ms. Walberg motioned to authorize the Executive Director to submit a Board position statement in opposition to local representatives. Mr. Kiraly seconded the motion. The motion passed unanimously.

- Gate Transponder Project - This initiative is on hold until the gate maintenance request for proposal project is complete.
- Landscape –
 - DC Ranch rainfall YTD is at 3.10" which has allowed for suspension of watering for nearly four weeks YTD.
 - A large diseased saguaro was removed from The Homestead Community Center. Completing the work in-house saved nearly \$2,000.
 - Jeff Rons and Joe Felix joined Scott Dennerline for a Camelot Legacy at DC Ranch common area landscape review walk with their landscape architect.
 - Ethel's Garden roses have been pruned and fertilized.
 - Sun Country is completing Firewise clean-up in Pioneer.
 - Installation of plant material in the "Hot Spot" areas continues.
 - A new landscape crew member has been hired.
 - Landscape and Maintenance Teams will be conducting a City of Scottsdale Adopt-A-Road clean-up on March 15.
- Maintenance –
 - Completed light check at north and south Desert Camp loops.
 - In Rosewood, repaired and fixed the water intrusion on the mailbox.
 - In Windgate, completed timer installation inside the vault for Ethel's garden water feature. Final phase of sidewalk trip hazard repair project underway starting Feb. 29 in Silverleaf Parks area, with estimated completion in early March.
 - In Arcadia, fixed gate hinges on the pedestrian gate at south gate entrance; repaired window valance at the guard house; completed the installation of a fallen speed camera post station.
 - In Park & Manor, repaired drinking fountain near the park.

- For the Community Council, completed a painting project for the exterior walls at the Homestead Community Center.
- Major Projects Overview:
 - Objective: Identify, prioritize, plan for, and fund major projects and initiatives for successful implementation in accordance with available resources and funding.
 - Day to Day operations in serving the community
 - Transition Components
 - Major Projects and Initiatives
 - Measures to mitigate burglaries
 - Community Facilities District update to City of Scottsdale
 - Gate Maintenance RFP
 - Community Patrol and Gate Access Ad Hoc Committee/RFP
 - Office lease negotiation
 - Conduct board election
 - Support Sustainability Committee – recycling and overseeding plans
 - Rewrite design standards
 - Neighborhood-specific initiatives
 - Firewise grant administration and maintenance
 - Committee initiatives
 - Legal matters
 - Tree projects
 - Reserve projects
 - Capital Planning (Landscape Plan, Maintenance Building, Asphalt Plan, Full Reserve Study)
- Firewise Grant:
 - As part of the 2023 Healthy Forest Initiative Grant Program (Supplemental), DC Ranch’s application titled “Firewise Defensible Space Project” has been tentatively earmarked for funding.
 - Funding to be determined, between \$0 and \$267,000 pending a project site visit and cost per acre justification.
 - Any project match or reimbursable cost accrued prior to a signed agreement with the State Forester will NOT be eligible for reimbursement, nor is maintenance covered, so only remaining work is eligible for funding.
- February 27 Scottsdale Town Hall on Burglary Crime Series - Recording of Town Hall is available via link on DCRanch.com.

Old Business

Discuss Release of Neighborhood Asphalt Reports

Ms. Kohl advised that the Asphalt Road Condition Presentation provided by Frank Civil Consulting on February 7, 2024, is available for review on the DC Ranch website. Frank Civil Consulting is conducting review of road conditions throughout DC Ranch and providing comprehensive reports for each neighborhood. Twenty reports are completed, twelve reports are pending core sample results, five reports to be started and additional inspections are

scheduled for the coming weeks. Once all reports are completed, staff will meet with Frank Civil to discuss priorities and next steps.

Ms. Kohl advised that the Board could opt to post the reports to the DC Ranch website as they become available, or the Board could choose to hold on posting until all reports and the comprehensive plan are completed. Staff recommends not releasing the reports until the final package with timeline, costs, priorities, and next steps are completed. Discussion took place with a consensus that the reports be published as they become available.

Mr. Kiraly motioned to post the pavement reports as they become available. Ms. Sukhovolets seconded the motion. The motion passed with 5 ayes and 2 nays (Cottey and Matheson).

New Business

Consider Enhancements to Patrol Services

Ms. Kohl provided an overview of current initiatives taken in response to recent break-in activity and in support of local law enforcement including communication, additional patrol, and temporary adjustments to modification reviews for security cameras and lighting. Ms. Kohl advised that staff is recommending the Board consider enhancements to current Patrol Services including:

- Drone coverage - Staff met with a vendor offering aerial thermal imaging of the wash and desert areas at night via drone. In the scenario under consideration, DC Ranch would acquire a drone, and Anderson personnel would be trained to operate the drone within federal and local guidelines. Drone monitoring would be coordinated with law enforcement, to supplement their efforts. This solution has long-term value and provides tangible benefit for the investment; it is targeted to the areas of most exposure. Also, the drone(s) can be used for other purposes such as maintenance or landscape inspection. Staff would create a policy for drone use. Research on this option is still underway; staff is evaluating insurance requirements, legal considerations, etc. There are various options for use of drones; below is a sample of potential costs for the option described in this paragraph.
 - Cost of drone would be \$12,000 per drone.
 - Training for use of drones is approximately \$2,500.
 - Annual licensing and software expense of \$8,500.
- Real time camera monitoring - This solution provides for real time monitoring of cameras throughout the community by a dedicated person who could report on observed activity immediately. West Gate was designed to accommodate this activity with little to no physical modifications required.
 - Cost for full time, 24/7 coverage: \$4888 per week/\$254,000 per year.
 - Cost for single 8-hour shift, 7 days per week: \$1627 per week/\$84,600 per year.
- Gatehouse lighting - Lighting at serviced gates is dim at night, requiring use of flashlights by Anderson personnel. Enhanced lighting with proper light focus and shading devices would improve the ability to monitor ingress and egress in the dark hours. Cost to replace the bulbs will be explored if the board wishes to move forward with this option.

- Additional patrol - Temporary additional patrol is in place as noted above. This service could be expanded to full-time at a cost of \$1224 per week or \$63,668 per year.
- Additional cameras for open space - This would involve contracting with a third-party camera provider for battery-operated, stand-alone tower cameras for monitoring open space. These are often used on construction sites where surveillance is important but there is no power supply. Anderson has recommended companies that provide this service. Staff does not recommend this solution due to the need to change batteries, the obtrusive nature of the cameras, potential cost, etc., and prefers the use of drones as a more effective and impactful solution. However, staff will research further if the board so directs.
- Third-party assessment - Law enforcement has provided guidance on solutions as reflected above. The board could also choose to hire a third party “security” company to conduct an on-site analysis of the community and make recommendations for most impactful solutions. Options include relying on law enforcement’s suggestions, hiring a third party for a one-time assessment, or including it as an expectation for the security provider at the start of the new contract.

Ms. Kohl advised that staff recommends consideration of drone services, real-time camera monitoring and a third-party assessment. Funding for these enhanced services is not included in the current year budget. Discussion took place with a consensus that enhanced services such as drone services, gatehouse lighting enhancements and real-time camera monitoring be considered.

Ms. Walberg motioned to authorize staff to purchase or lease two drones at a cost of \$24,000 plus training at an approximate cost of \$2,500 and software costs of approximately \$8,500 and implement a plan for use to assist with monitoring of DC Ranch Common Areas and washes. Ms. Sukhovolets seconded the motion. The motion passed unanimously.

Ms. Cottey motioned to authorize implementation of real time camera monitoring in an 8-hour shift per day by Anderson Security at a cost of \$1,627 per week/\$84,600 per year and addition of enhanced lighting at gatehouses. Ms. Sukhovolets seconded the motion. The motion passed with 5 ayes and 2 nays (Walberg and Shaw).

Discussion took place regarding the temporary additional patrol service in place.

Ms. Sukhovolets motioned to authorize staff to continue with temporary additional patrol services until such time staff feels the service is no longer necessary. Ms. Cottey seconded the motion. The motion passed unanimously.

Discussion took place regarding a third-party assessment with a consensus that staff obtain informal bids for such a service.

Committee Reports

Firewise Committee

Mr. Shaw advised that Firewise clearing work is underway. Discussion took place with a consensus that the Firewise Committee be retired, and Committee members will be honored at the Annual Meeting.

Budget and Finance Committee

Mr. Shaw advised that there is one opening on the Committee; Candidate applications due March 8.

Modification Committee

Mr. Matheson suggested that a review of guidelines and the modification submittal process be considered.

Policy Committee

Ms. Walberg advised that the Bylaw Amendment was passed.

Sustainability Committee

No update.

Community Patrol and Gate Access Committee

Mr. Kiraly advised that the next meeting is scheduled for March 26 at 6:00 p.m. at The Ranch Offices.

Ad Hoc Committee: Community Patrol RFP

Ms. Walberg advised that candidate applications for the Ad Hoc Committee are due March 15 and candidates should have experience in a relevant field.

Member Open Forum

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

- Tree replanting and replacements

Announcements

- Meet the Candidates Night, March 11, 2024, at 6:00 p.m. at The Homestead
- Annual Board Meeting, April 1, 2024, at 6:00 p.m. at The Homestead

Dr. Geiger thanked Elaine Cottey and Greg Kiraly for their service on the Ranch Association Board.

Adjournment: There being no further business to conduct, Dr. Geiger adjourned the meeting at 7:45 p.m.