

Board of Directors Meeting Minutes REGULAR MEETING January 25, 2024

## Attending:

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

## Staff Attending:

Jenna Kohl, Executive Director
Jona Davis, Deputy Executive Director
Dee Nortman, Director of Finance & Administration
Lynette Whitener, Events & Recreation Director
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 Alex Townsend, Director

#### I. Call to order

President Knowlden called the meeting to order at 5:44 p.m. and a quorum was established via Roll Call. All board members were present except for Director Dickson and Director Townsend who had excused absences. Treasurer/Secretary Kepuraitis arrived at 5:45 p.m.

## **II. Approval of Board Meeting Minutes**

Motion: To approve the minutes from the November 2, 2023, and December 5, 2023, board meetings.
 Motioned by Ron Belmont; Seconded by Natalie Ingram; motion passed unanimously.

#### **III. New Business**

## **Consider Habitat for Humanity Program**

Events and Recreation Director Lynette Whitener provided an overview of the existing relationship between Habitat for Humanity and DC Ranch. Following this, Jason Barlow, President and CEO and J. David Smith, Chief Development Officer from Habitat for Humanity, presented an opportunity for partnership, called the "Home Sweet Home" sponsorship. DC Ranch would invite residents to make monetary donations to cover the cost of a complete home build (\$120,000) and could participate in optional volunteer days to assist in the construction alongside the future homeowner. This partnership, if approved, would begin in 2025. Staff is recommending that the Board consider the Habitat for Humanity Home Sweet Home Program. The board agreed that additional time is needed and asked staff to add consideration of the program to a future board meeting for further board consideration.

#### **Consider Governance Agreement**

Executive Director Kohl reviewed the Governance Agreement that was drafted by legal counsel and outlined the relationship between the Community Council, Ranch Association, and the Covenant Commission as it relates to consolidation of internal staff leadership. Executive Director Kohl is recommending that the Board approve the Governance Agreement.

Motion: To approve the Governance Agreement as proposed.
 Motioned by Ron Belmont; Seconded by Dinesh Kakwani; motion passed unanimously.

#### IV. Nominating Committee: Board Director Recruitment

Vice-President Ingram provided an update on board director recruitment. Currently four applications have been received to date. The due date to apply is February 1, 2024. Forms are available on DCRanch.com. If interested parties have any questions, please reach out to current board members; email addresses are on the website.

## **VI. Staff Reports**

Executive Director Kohl announced that, in response to resident request, the board has approved the recording and posting of the Community Council Open Board Meetings. This meeting will be the first meeting to be posted. Executive Director Kohl reviewed highlights from the staff report, which is posted on the DC Ranch website. Executive Director Kohl recognized recent anniversaries: Samantha Kallas – 1 year, Arianna Zambito – 1 year, Rafael Lopez – 18 years, Elizabeth Dankert – 12 years, Scott Dennerline – 20 years, Jeff Shaw – 1 year, Lindsay Vanegas – 8 years, and Kristin Coons – 8 years. In an update on the Community Facilities District initiative, Ms. Kohl shared that Treasurer Kepuraitis is collaborating with Council and Ranch Association staff to update costs related to maintaining common area covered under CFD. NVMs are voting on a Ranch Association Bylaws Amendment to clarify the definition of good standing. Recruiting is underway; Council is currently recruiting for Executive Assistant, Front Desk Receptionist, and Accounting Assistant. ED Kohl reviewed upcoming events and recapped numerous activities that took place including Dueling Pianos, Speaker Series, Home for the Holidays: Nights of Lights, Fitness Classes, RanchCache, DC Ranch Gives, Resident Leadership Academy, Budget Letters, Historic Committee, Community Center Use, and Facility Maintenance.

Dee Nortman, Director of Finance and Administration reviewed the preliminary 2023 Year-End Financial Report and December 2023 Financial Report.

Ms. Kohl provided an update on the Desert Camp Site Improvement Project. Considerable progress has been made. A contract with Trimmer Associates for construction monitoring and draw down services was signed on December 29, 2023; loan paperwork was executed on 1/12/2024; and Civil and Native Landscaping permits were issued January 22, 2024. Several components have been completed since permit submittal: plant salvage, fencing and screening, securing subcontractors, interior building preparation, fitness equipment and technology ordered, and transitioned programs to The Homestead. Official construction commenced on January 29, 2024. Ongoing resident communication is maintained through various channels, including community wide updates, regular center visitors, engagement with nearby neighbors, and collaboration with Haydon through posts on DCRanch.com. In progress tasks include finalizing furniture selection and ordering, signage package including front entrance feature, and operational preparations. The construction schedule is being finalized, with a target completion date for November 2024. Vice-President Ingram inquired about current fitness equipment; ED Kohl responded that most of it will be traded in to offset the cost of the new fitness equipment. President Knowlden expressed gratitude to ED Kohl and staff for all their hard work on the Desert Camp Site Improvement Project.

Chris Irish, Public Affairs Director provided an update on four projects that are being monitored:

- 40 Acres at Bell and 94<sup>th</sup> Street: This subdivision consists of 52-lots, with the DRB Plat approved on November 16, 2023. Through that process and collaborating with our residents, we have made improvements to enhance the project for DC Ranch. Notable enhancements include removal of a pathway between the two properties, addition of more trees along the northern boundaries of the property; providing enhanced buffer zones; reinstatement of a path along 94<sup>th</sup> Street; and installation of a crosswalk across 94<sup>th</sup> Street. These will not be custom homes; the developer will need to return to DRB with their finalized home designs.
- Mack Innovation Park: Phase one development of the North parcel, consisting of four buildings, is currently underway. The Mack Company initially presented their plans to the DRB for approval in December, but they were not approved. Following feedback, they made design adjustments and resubmitted their plans on January 4, 2024, receiving approval with stipulations. Noteworthy changes made prior or during the DRB process include: 91st Street from Legacy down to the Corporate Center will be designated as a no truck zone in both directions, adding additional trees on both the Pima side and 101 freeway to enhance screening of the dock doors, altering the color of the dock doors for aesthetic improvement, making changes to the parapets, and introducing a ten foot recession on the front and back of the building. Next, the focus will be on a construction mediation plan.
- AZ State Land sales: Ms. Irish reviewed a map provided by Scottsdale Economic Development Department detailing sold parcels, applications for purchase, and available land. Director Irish highlighted the available lots across from the Mack development, specifically zoned I1. The City Council has the authority to request zoning changes before state land sales. The only issue is that land cannot be down zoned, meaning changes cannot reduce the land's value to the state. Despite the potential challenge, it was suggested that pursuing zoning changes could be worthwhile. Next steps include conducting research to understand the process involved.
- City bond projects: The Bell94 Soccer Fields project is complete. Thompson Peak Dog Park construction begins in April 2024, with an estimated completion timeframe of one year. Thompson Peak Bridge Expansion, currently in the design phase, is set to begin this year. Next steps include reaching out to the city to determine the assigned personnel responsible for overseeing the project.

Projects with no changes: Reata Wash, DC Ranch Neighborhood Park, Sky Harbor NextGen, Scottsdale Airport, and Land at Copper Ridge School.

#### VI. Old Business

## **Consider Change to Framework for Public Policy**

Chris Irish, Public Affairs Director recommended a minor change to the Framework for Public Policy. Per DCR Standing Principles, the framework is reviewed every three years for potential changes.

Motion: To approve change to Framework for Public Policy as proposed.
 Motioned by Ron Belmont; Seconded by Ethan Knowlden; motion passed unanimously.

#### **Resident Comments**

Residents commented on Thompson Peak Bridge traffic. Director Irish commented that this is part of the city bond project.

VIII. Meeting adjourned at 6:52 p.m.

# January 25, 2024, Minutes submitted by Melissa Fuentes

These minutes attested by:

Elizabeth Kepuraitis

Community Council Board Secretary/Treasurer

March 28, 2024