

# DC Ranch Association Board of Directors Meeting

June 3, 2024



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## Welcome

If everyone is moving forward  
together, then success takes  
care of itself. — Henry Ford



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## Principles of Civil Dialogue

Respect and diversity of thought are valued at DC Ranch. Civil dialogue should be used when addressing the Board, another resident, or a DC Ranch staff member.



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## Meeting Agenda

- Call to Order
- Roll Call / Establish Quorum
- Adopt Agenda
- President's Comments
- Consent Agenda: Minutes
- Audit Presentation and Acceptance
- Staff Reports
  - CFD Update
  - NVM Roundtable Concept
  - Committee Guidelines
- Old Business: Committee Member Appointments
- Committee Reports
  - Budget and Finance – Dave Underwood
  - Modification – David Young
  - Policy – Marla Walberg
  - Community Patrol and Gate Access – John Shaw
  - Sustainability – Iryna Sukhovolets
- Member Open Forum
- Announcements
- Adjournment



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## Roll Call

- Don Matheson – President
- Iryna Sukhovolets- Vice President
- Marla Walberg- Secretary
- Dave Underwood- Treasurer
- Phil Geiger- Director
- John Shaw- Director
- David Young- Director



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## President's Comments

- Governance Committee Report Out
- Appreciation to Anderson team members Adam Snow and Sgt. James Clark for professional handling of bus incident at Windgate entrance on May 10.
- NVMs are needed for these neighborhoods: Village at Market Street #2, Courtyards at Desert Parks, and Upper Canyon Wingspan.



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## President Comments: Alternate NVM Spotlight



### Howard Sobelman | Upper Canyon Whistling Wind

- Howard has been a resident and an Alternate NVM since 2011.
- Howard has triplets; one of the triplets is his 25-year-old son with autism.
- Howard is the Chair of the Intellectual Property Group at Snell & Wilmer law firm, where he has been an attorney for 30 years.
- Howard is the Board Chair of First Place AZ, an autism housing non-profit.
- He was also Board Chair and still serves on the Board of Southwest Autism Research and Resource Center (SARRC) for over 20 years.
- Howard's family loves DC Ranch and plans to live here for many more years. It is a special, peaceful place with great neighbors. Howard was the original NVM, then Bud Kern was able to take over the role. He states that Bud Kern does an amazing job as the current NVM, so he is happy to serve as his alternate whenever Bud needs any assistance.



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## President Comments: NVM Spotlight



### Jodi Kaye | The Parks Acacia Court

- Jodi has been a DC Ranch Resident for 19 years and an NVM for 2 years.
- Jodi is an Arizona native, mother of three amazing girls, and a Registered Nurse.
- She works as a bedside nurse and owns her own business teaching parents and kids about puberty and babies, plus all the changes that go along with that.
- Jodi is an avid reader who likes to spend time with friends and family. She enjoys an active lifestyle, particularly in hot yoga, walking, hiking, and gym classes.
- Jodi has become much more involved in DC Ranch since becoming an NVM and really enjoys understanding how things work in our community and sharing her thoughts and insights.
- Jodi became an NVM when the previous one applied for a board position. She enjoys fostering community spirit, facilitating communication through their neighborhood thread and monthly park gatherings. Their network ensures everyone stays informed, shares resources, and bonds over shared experiences, like welcoming new neighbors through the New Resident Welcome Program.



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## Consent Agenda

- Board Meeting Minutes
  - May 6, 2024 Regular Meeting Minutes



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## 2023 Audit Presentation

- Paul Hansen, Butler Hansen
- *Recommendation: Consider acceptance of the 2023 Audit.*
- Final audit document will be posted on [DCRanch.com](http://DCRanch.com).



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## Executive Director's Report

- **Ranch Association:** Emphasizes customer care and sustained property values; protects fiscal and environmental assets; provides professional financial, landscape, and maintenance staff; manages community patrol and gate access services.
- **Community Council:** Visions and facilitates initiatives that enhance residents' quality of life and serve collective interests; provides recreational, educational, cultural, and volunteer opportunities; promotes the DC Ranch brand and manages communication programs.
- **Covenant Commission:** Establishes and maintains standards for architectural and landscape design while working with property owners, builders, and architects to preserve harmony with our desert environment.



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## Executive Director's Report

- *Community Facilities District Update.* Elizabeth Kepuraitis will provide an update on the CFD. For background on the CFD, visit [www.scottsdaleaz.gov/finance/cfd](http://www.scottsdaleaz.gov/finance/cfd).
- *NVM Roundtable Concept.* To promote exchange of information, foster a strong partnerships, and to share information on what is planned for 2025, four NVM roundtables are targeted for later in 2024.
- *Committee Chair and Staff Liaison Guidelines.* These guidelines were developed to support the valuable work of the committees, streamline how they function, and bring consistency and understanding to committee operations. They will be distributed to committee chairs and staff liaisons in early June.



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## Executive Director's Report

- *The Homestead Acoustic Improvements.* These improvements are complete and have been tested. Thank you to IT Manager Jeff Shaw for his work on this initiative.
- *Neighborhood Watch Signs.* The Covenant Commission has considered the request to approve Neighborhood Watch signage. They've indicated support for signage that is consistent with DC Ranch brand.
- *Canyon Village Office Lease.* The office lease has been executed by Ranch Association and Community Council. Occupancy targeted for October 2024.
- *Business Insider Article.* Communications staff provided information and toured a reporter around the community. The article, "What's it like to visit the most expensive neighborhood in Scottsdale" was recently published and cast DC Ranch in a positive light.



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## Executive Director's Report

- *Budget Timeline Finalized.* The 2024 budget process kicks off in June.
- *Volunteer of the Year.* 2024 award recipients are Natalie Ingram (Leadership), George Sevilis (Good Neighbor), Edie Smith (Philanthropy), Aniston Rusch and Cooper Ingram (Youth), and Lynda Boepple, Copper Ridge (Community Partner).
- *Resident Leadership Academy.* Participants of Class IV learned more about the community and its operations beginning in January; the final session was held in late April. Graduates of the program enjoyed a graduation celebration in early May.
- *City Elections.* DC Ranch, in partnership with the Scottsdale Progress and the Scottsdale Chamber of Commerce, will host a Mayoral Candidate Forum at The Homestead Community Center on June 19. Also slated are two City Council Candidate events (June 24 Open House and Aug. 26 Forum) at The Homestead before/after the primary election on July 30.
- *Team Initiatives.* Summer planning session (DCR2025), Let Us Know protocols, reserve study and community patrol rfps in development, evaluating insurance broker relationship, recruitment underway.



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## Executive Director's Report

- *Police Community Forum Report Out*
  - Held at The Homestead on May 28, hosted by Scottsdale Police Department
  - Burglary series: arrests in mid-March; no further incidents. Anticipated return so need to remain vigilant.
  - New Park Ranger Unit, providing support at city parks and the preserve.
  - Improved staffing and technology support in the department.
  - Fire department using grant funding to create fire breaks in the preserve.
  - Winter Visitor To Do List:
    - SPD Vacation Watch
    - Neighborhood Watch
    - Lock It Up
    - Home Automation
    - Interactive Cameras (inside and outside)
    - Suspend Deliveries
    - Hire a Professional
    - Post "no trespassing"



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## Executive Director's Report - Landscape

- Verti-cutting was completed throughout DC Ranch (20 acres). This process will help remove the Ryegrass and open the canopy so the Bermuda grass can come out of dormancy and begin its spring/summer transition.
- Landscape Team applied 21-0-0 ammonia sulphate to give the Bermudagrass a boost as it utilizes the stored starches and sugars from the winter dormancy. Once we hit triple digit temperatures, the team will apply 20-0-0 fertilizer with Wolftrax 5% Iron at 5lbs. per 1000 sq. ft.
- The 2024 DCRA backflow testing is complete.
- The landscape team started inspections of the over 180 culverts throughout DC Ranch.



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## Executive Director's Report - Landscape

- Ethel's Garden rose planting is complete; roses are in full bloom. Crepe Myrtle trees in Ethel's Garden responded well to recent pruning and are starting to bloom.
- Spring/summer annual flowers have been installed in planter beds and pots.
- Weed spraying throughout all neighborhoods is complete. The Landscape Team has completed most of the manual weed reduction throughout the DCR medians, roadside and common areas.
- The Landscape Department is recruiting for two positions (irrigator, landscaper).



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## Executive Director's Report - Maintenance

- Signage project throughout DC Ranch is complete.
- Paint Project is now complete. Exterior walls were painted in the following neighborhoods: Arcadia, Sterling, Desert Haciendas, Rosewood, Montelena, Pioneer.
- Completed weekly light check and repairs for the following areas: North Country Club, PU1 & PU2, Path & Trails.
- In Country Club Village, the following was completed: cleaned oil spill near Eastgate gatehouse entry; repaired and painted several bollard lights near DC Ranch Country Club.
- In Market Street Village, the following was completed: cleaned and removed broken tiles of damaged roof from rainstorm at Lot# 61; replaced and repaired damaged electrical wires for entry gates; repaired broken lock mechanism at electrical panels of green belt.
- In Camelot, the following was completed: repaired worn out wooden post for low voltage panel box at 94th street neighborhood.
- Market Street Villas Painting Project: Bids due May 31.



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## Executive Director's Report - Maintenance

- In the Estates: restored and painted metal fence near the park ramada.
- In Windgate: removed graffiti from utility box; repaired support rings on safety ladder of E.G. vault; repaired damaged driveway pavers from a fallen tree near Jacaranda Park.
- In Horseshoe: scheduled maintenance of all water features (including large stream).
- In Arcadia: repaired electrical issue and replaced burnt wires for gates at guardhouse; resealed Kemper Park teak furniture.
- For the Community Council: replaced damaged wires for the splash pad motor; re-wired electrical conduit for interior exit signs; repaired broken pet drinking fountain; repaired a burnt wire for a Path & Trail light pole; re-located street directional signs on 94th Street and Legacy.
- Vehicle maintenance items: replaced windshield wipers for C.S. vehicles #1, 2, and landscape van #7; repaired flat tire on truck #8.



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## Executive Director's Report - Maintenance


- *Split Rail Fence Project – Country Club.* DC Ranch has over 41,000 linear feet of split-rail wooden fencing throughout the community, one-third in Country Club. The primary purpose for this fencing is to provide a layer of protection from wildlife and around significant landmarks such as wash areas, drainage areas, buildings and pathways. They also provide a natural material that adds character and charm to the landscape. The wooden fencing is affected by extreme weather conditions, termite damage and vehicle accidents. In early June, the maintenance team will begin a significant fencing project in the Country Club neighborhood to repair/replace and repaint all deteriorated fencing. The project will run through Sept. 1.



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## Update: Monitoring Measures

- *Additional Patrol.* Staff provided 30-day notice to suspend additional patrol services provided by Anderson Security. The service agreement for additional patrol will end on June 21, 2024. It can be reactivated as necessary.
- *Dedicated Camera Monitoring Position.* Program launched on May 24, 2024, with monitoring 5:00 p.m. to 1:00 a.m. Scottsdale PD to assist with camera redundancy and provide feedback on camera locations and setup. Creation of reporting for program evaluation and process improvement underway.
- *Gatehouse Lighting Enhancement.* Initial phase I installation complete at West Gate.




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## Gate and Camera Maintenance Services RFP

- The Gate and Camera Maintenance Services Provider Request for Proposal (RFP) was released on May 21, 2023.
- The RFP was provided to 11 Service Providers, including the current vendor AAA Smartbusiness.
- Interested vendors attended a Gate Maintenance Service Provider Site meeting on May 31, 2024.

Request for Proposal Schedule	Due Date
Release of Request for Proposal "RFP"	5/21/2024
Notice of intent to bid	5/24/2024
Gate Maintenance Service Provider Site Meeting	05/31/2024
Open Inquiry Submission	6/7/2024
Comprehensive response to all inquiries	6/13/2024
Proposals due by 5:00 p.m.	06/27/2024
Interviews/Site Visit	7/8 to 7/12/2024
Comprehensive report submitted to DCRBOD	7/29/2024
DC Ranch Association Board of Directors to vote on bids	8/5/2024
Bid Award	8/7/2024
Transition Planning	8/12 to 9/13/2024
Work Begins	9/16/2024



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## Community Patrol and Gate Access Updates

- Improvements to Incident Reports (IR)
  - Additional Reports created
    - Community Center (specific)
    - Open House Signs
    - Vacation Watch
  - IR Templates for Patrol
- Continued Collaboration with Scottsdale PD
- Maintenance performed on Patrol 3 Trail Vehicle
- Enhanced Emergency Response Training:
  - Jason Harris completed EMR Training
- James Clark awarded Officer of the Year by The Arizona Private Security Professional's Association (APSPA)






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## The Arizona Private Security Professionals' Association Officer of the Year

- The Arizona Private Security Professionals' Association (APSPA) is the state's oldest contract security association. Its member companies employ some of the most highly trained security professionals in the Southwest's private security industry. APSPA was founded in 2006 as a resource for security professionals to exchange information, knowledge, and methods to expand and develop a higher degree of security professionalism.
- Each year, the APSPA gathers nominations from contract security companies throughout the state, to reward accomplishments or actions which go above and beyond the normal calls for service. This year's Officer of the Year award winner was Sergeant James Clark with Anderson Security, assigned to the DC Ranch Account as an overnight shift supervisor. Clark's quick decisions and actions during a routine building check could have very well averted a tragedy and saved a life here on DC Ranch.
- Sergeant Clark has been an Anderson Security Supervisor at DC Ranch since April of 2023. He is an accomplished US Navy veteran who grew up training horses with his family in Kansas. In his spare time, James does a lot of work for the non-profit organization Tiger Mountain Foundation, which builds community gardens throughout Phoenix and supports formerly incarcerated individuals in their success. He works closely with his fiancé, who serves as COO for that organization.



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## Old Business

- Consider Committee Appointments
  - Budget and Finance
  - Modification
  - Policy
  - Community Patrol and Gate Access



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## Committee Reports

- Budget and Finance Committee, Dave Underwood
- Modification Committee, David Young
- Policy Committee, Marla Walberg
- Community Patrol and Gate Access Committee, John Shaw
- Sustainability Committee, Iryna Sukhovolets



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## Member Open Forum



We want to hear from residents  
(three-minute limit).

Please raise your hand to be called  
upon to speak.

State your name and neighborhood.



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## Announcements

- June 19 Mayoral Forum at The Homestead Community Center
- Next regularly scheduled Board meeting: August 5, 2024



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Adjournment



The Ranch Association logo is located in the bottom right corner of the slide. It features a circular emblem with the letters 'R' and 'A' inside, positioned above the word 'Ranch' in a cursive font, and 'Ranch Association' in a smaller, sans-serif font below it.