



DC Ranch Association
Board of Directors Meeting Minutes
Tuesday, September 9, 2025 | 5:15 p.m.
Desert Camp Trailblazer Room / Zoom

Board Members Present: Marla Walberg, Iryna Sukhovolets, David Underwood, David Green, Chris Mullen

Board Member(s) Absent: None

Staff Present: Scott Levy, Kim Visser, Davina Lunetta, Jose Barcenas, Jose Cadenas, Vince Muldrow

I. Call to Order/Quorum Established:

Marla Walberg called the meeting to order at 5:15 p.m. Roll call confirmed a quorum of five (5) directors present.

II. Adopt Agenda

Mr. Mullen made a motion to amend the agenda, to add “Changes to 2025 Ranch Association Board Calendar” to New Business. Motion seconded by Ms. Sukhovolets. Motion passed unanimously.

Mr. Mullen motioned to adopt the agenda; seconded by Ms. Sukhovolets. Motion passed unanimously.

III. President’s Comments

Ms. Walberg introduced Curtis Ekmark of Ekmark Pecor Law as the Association’s new General Counsel. Mr. Ekmark has 30+ years of experience in community association law, and currently represents many large-scale communities in the Valley. Mr. Ekmark shared some introductory remarks.

IV. Approval of Consent Agenda

- August 5, 2025 Special Open Board Meeting Minutes

Mr. Underwood motioned to approve the consent agenda; seconded by Ms. Sukhovolets. Motion passed unanimously.

V. Ranch Leadership Report

Mr. Levy and Ms. Visser presented the Ranch Leadership Report. Mr. Levy announced Ranch Association currently recruiting for a new Director of Finance, with the new position being 100% dedicated to Ranch Association. Mr. Levy shared the pending departure of current Director of Finance & Administration Dee Nortman, with her last day being October 3, 2025. 2026 budget development has begun, with the first meeting of the Budget & Finance Committee. Road construction has begun in Desert Haciendas neighborhood, with bids due for additional neighborhood road work. 2025 Reserve Study is currently underway. Mr. Levy shared that all Association Board meeting minutes from 2025 have been posted to the Ranch website under the 'Agendas & Minutes' tab.

Ms. Visser introduced the Association's staff department heads who shared updates from their respective areas: Davina Lunetta (Community Services); Jose Barcenas (Ranch Maintenance); Jose Cadenas (Landscape); Vince Muldrow (Community Standards).

Informational update only. No Board action taken.

VI. Old Business

a. CPGA Committee Charter Revisions

Community Patrol & Gate Access Committee Chair Chris Mullen shared proposed revisions to the CPGA Committee charter, supported by the committee for approval by the Board. Mr. Mullen motioned to approve the revised charter. Seconded by Mr. Underwood. Motion passed unanimously.

VII. New Business

a. Market Street Villas Neighborhood Advisory Committee

NVM Pam Church proposed formation of a Neighborhood Advisory Committee for Market Street Villas. Purpose of the committee will be to review Market Street Villas governing documents (CC&Rs) and recommend revisions to neighborhood residents. Motion to approve formation of Neighborhood Advisory Committee made by Mr. Underwood, seconded by Ms. Sukhovolets. Motion passed unanimously.

b. Consider Policy Revisions

Dr. Green shared two revised policies for Board consideration:

- Policy 103 – Ethics & Harassment
 - Adds a ‘Corrective Action Process’ for Board members, NVMs, Board-appointed Committee members for misconduct.
 - Minor edits to include grammar fixes, word choice, spelling errors, and order of items
- Policy 104 – Board Governance
 - Recommend enhanced sanction for Board member removal
 - Recommend clarity around Board member interaction with management and other parties
 - Minor edits to include grammar fixes, word choice, spelling errors, and order of items

Motion to post the proposed policy revisions to DC Ranch website for a 20-day member comment period made by Mr. Underwood, seconded by Ms. Walberg. Motion amended by Mr. Mullen to include publishing link to policy revisions in ‘This Week On The Ranch’; concurred by Mr. Underwood. Motion passed unanimously.

c. Amend 2025 Ranch Association Board Calendar

Due to staff changes and availability, Mr. Mullen recommended amending the Association Board calendar in the following ways:

- Cancel October 20 Board Budget Presentation (combine with November meeting)
- Move November 4 Board Meeting to Monday, November 10

Mr. Mullen motioned to amend Board Calendar per the above, seconded by Ms. Sukhovolets. Motion passed unanimously.

VIII. Committee Updates

a. Budget & Finance Committee

Mr. Underwood commended staff on preparation of first cut of 2026 budget. Committee will be working with staff to continue work and prepare budget for Board consideration.

b. Modification Committee

Mr. Underwood shared very active agendas for Modification Committee.
Commended Community Standards team for their work in identifying unapproved modifications, resulting in variances being brought to committee.

c. Policy Committee

Dr. Green shared the committee will continue work on revisions/updates to Policy 106 – NVM Policy

d. Sustainability Committee

Ms. Sukhovolets shared that Sustainability Committee will meet September 10 at Ranch Office

e. Community Patrol & Gate Access Committee

Mr. Mullen shared that CPGA Committee will meet on September 15. Two agenda topics: E-bike safety and traffic safety/speeding

IX. Member Open Forum

- Committee Calendar – all committee meetings are open to members, with dates/times posted on DCRanch.com calendar
- Suggestion to spray for weeds prior to further issues with grass
- E-bike safety – suggest DC Ranch policies should mirror City of Scottsdale ordinance

X. Announcements

- a. Next Regularly Scheduled Board Meeting October 7, 2025

XI. Adjourn Meeting

There being no further business, Mr. Underwood motioned to adjourn the meeting.
Mr. Mullen seconded the motion. Meeting adjourned at 6:11 p.m.