



DC Ranch Association
Board of Directors Meeting Minutes
Tuesday, October 7, 2025 | 5:15 p.m.
Desert Camp Trailblazer Room / Zoom

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

Board Member(s) Absent: Chris Mullen

Staff Present: Scott Levy, 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 four (4) directors present.

II. Comment from Director Underwood

Mr. Underwood offered an apology for his comments made at the August Board meeting regarding what are Ranch and what are Community Council functions. Mr. Underwood stated his sincere apology to the Communications team for any misunderstanding.

III. Adopt Agenda

Mr. Underwood motioned to adopt the agenda; seconded by Dr. Green. Motion passed unanimously.

IV. President's Comments

Ms. Walberg congratulated Chris & Erica Mullen on the birth of their daughter Claire. Ms. Walberg encouraged all to attend the upcoming Community Safety Forum on October 15.

V. Approval of Consent Agenda

- September 9, 2025 Regular Board Meeting Minutes
- September 26, 2025 Special Board Budget Workshop Minutes

Mr. Underwood motioned to approve the consent agenda; seconded by Dr. Green. Motion passed unanimously.

VI. Ranch Leadership Report

Mr. Levy presented the Ranch Leadership Report. Mr. Levy introduced Phillip Christensen CPA as the new Ranch Association Director of Finance. Mr. Levy shared update on Park & Manor vandalism. Two juvenile subjects have been arrested for a series of crimes in and around DC Ranch. This includes package theft and damage to property (park furniture/trees). Mr. Levy shared that as the investigation concluded, the Association has placed an order to replace the damaged furniture and trees, utilizing existing reserve funds. There will not be any special assessment or other collection of new funds – these items were reserved for, and will simply be advanced due to the circumstances. Mr. Levy shared update from Communications team, which has supported Ranch Association with several neighborhood updates on tree trimming and road construction activities.

Mr. Levy 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.

VII. Old Business

a. Policy 103 Revisions

Policy Committee Chair Dr. David Green shared proposed revisions Policy 103 - Ethics. This policy has been posted to the community for any comments or feedback. Dr. Green shared summary of the proposed changes. Mr. Underwood motioned to approve the revised Policy 103. Seconded by Ms. Walberg.

Discussion ensued amongst the Board. Ms. Sukhovolets shared comments on importance of diplomacy and putting yourself in other's shoes. Mr. Don Matheson offered comment in support of Policy 103, and shared that he believed the community was being run very effectively at this time. Mr. Ron Stacy commended Director Sukhovolets for her comments.

On motion to approve final passage of Policy 103 as amended made by Mr. Underwood and seconded by Ms. Walberg. Ayes: Ms. Walberg, Mr. Underwood, Dr. Green; Nays: Ms. Sukhovolets. Motion carried 3-1.

VIII. New Business

a. Board Calendar Updates

Mr. Levy shared interest in moving the November 10 board meeting start time to 5:00pm, as this will be the 2026 budget ratification meeting. Motion made by Mr. Underwood, seconded by Dr. Green. Motion carried unanimously.

Mr. Levy shared a proposed 2026 Board Calendar for consideration. Mr. Levy & Ms. Visser developed a Board calendar with the following priorities:

- Shift from Monthly to Bi-Monthly Meetings (Current: 11 meetings annually; Proposed: 7 meetings annually)
- Meeting Start Time: 5:00pm
- Executive Sessions to be held only as needed (not as standing schedule)
- January, March, April (after Annual Meeting), June, August, October, November (Budget Ratification)
- Special Open or Executive Sessions can be called at any time by the Board, and will be properly noticed.

Mr. Underwood motion to approve 2026 Board Calendar as presented; second by Dr. Green. Motion carried unanimously.

b. Consider Policy Revisions

Dr. Green shared two revised policies for Board consideration:

- Policy 106 – Neighborhood Voting Member
 - Legal counsel review: removed redundant or unnecessary language
 - Add clarification for concurrent NVM/Sub-Association Board member roles in Section 106.8.f
 - Minor edits such as grammar fixes
- Policy 208 – Collections
 - Joint policy between Community Council and Ranch Association
 - Reviewed by new collections legal counsel Kathryn Battock
 - Edits made to align with changes in Arizona law regarding foreclosure
 - Minor edits including grammar fixes

Motion to post the proposed policy revisions to DC Ranch website for a 20-day member comment period made by Ms. Sukhovolets, seconded by Mr. Underwood. Discussion ensued. Motion passed unanimously.

IX. Committee Updates

a. Budget & Finance Committee

Mr. Underwood shared there had been 2 meetings of the committee, including a Board Budget Workshop. This session helped give more definitive guidance to staff on budget development. Work continues by the committee and staff, with focus on neighborhood budgets and input from the new reserve study.

b. Modification Committee

Mr. Underwood shared Modification Committee continues to meet twice each month. Submissions slightly down likely due to seasonal presence.

c. Policy Committee

No further updates

d. Sustainability Committee

Ms. Sukhovolets shared that Sustainability Committee had productive meeting on September 10, with presentation from McDowell Sonoran Conservancy.

e. Community Patrol & Gate Access Committee

Ms. Lunetta shared that CPGA Committee has been focused on traffic safety. Six streets have been identified for speed monitoring.

X. Member Open Forum

No member comments

XI. Announcements

a. Next Regularly Scheduled Board Meeting November 10, 2025

XII. Adjourn Meeting

There being no further business, Dr. Green motioned to adjourn the meeting. Mr. Underwood seconded the motion. Meeting adjourned at 6:14 p.m.