



DC Ranch Association
Board of Directors Meeting Minutes
Tuesday, August 4, 2026 | 5:00 p.m.
Desert Camp Community Center / Zoom

Board Members Present: Marla Walberg, Dr. David Green, David Underwood, Chris Mullen, Jodi Kaye

Board Member(s) Absent: None

Staff Present: Scott Levy, Kim Visser, Phillip Christensen, Aimee Herman, Jose Barcenas, Jose Cadenas, Vince Muldrow, Elizabeth Bird

I. Call to Order/Quorum Established:

Marla Walberg called the meeting to order at 5:04 p.m. Roll call confirmed a quorum of five (5) directors present.

II. Adopt Agenda

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

III. 2025 Ranch Association Audit Report – Paul Hansen, Butler Hansen PLLC

Paul Hansen presented the Board with report on the audit of Ranch Association 2025 financials. Mr. Hansen expressed appreciation to Scott Levy and Phillip Christensen for their support of the audit process. Mr. Hansen shared that the firm had some initial concern coming into the audit this year, given change in structure and new team members in place since last audit. Mr. Hansen said it spoke volumes that the Ranch team was able to deliver all that was needed to get the audit completed.

Mr. Hansen stated that the auditors will be issuing an ‘unqualified opinion’ on the financial statements of the DC Ranch Association. That is the best opinion you can receive. The audit was conducted in line with general accepted accounting practices. There were no internal control related matters, speaks volumes to your team. There

was no management letter, no significant deficiency letter, no material weakness letter. There were no disagreements with management on application of GAAP. There were a few adjustments made from the audit, nothing material. The Ranch ended the year in a strong, stable financial position. At end of the year, the Ranch had about \$500k in equity after all expenses and contributions to reserves. Delinquent assessments were very low. Reserve funding levels vary between neighborhoods. Recommend keeping an eye on inflation – impacts on HOAs include utilities especially water.

Mr. Underwood expressed appreciation to Mr. Hansen and the firm given the challenges faced in this year of change. Mr. Underwood noted that the Finance Committee held both a pre-audit and post-audit meeting with the audit team.

Mr. Underwood motioned to accept the 2025 Ranch Association audit report of Butler Hansen as presented. Seconded by Ms. Kaye. Motion passed unanimously.

IV. President's Comments

President Walberg shared that there was what we hope will become an annual 4th of July BBQ with the Landscape & Maintenance teams. During this holiday period, the teams remained hard at work on the Ranch. Ms. Walberg and Dr. Green were able to represent the Board and join the teams to celebrate their many contributions at this event.

V. Approval of Consent Agenda

Consider approval of meeting minutes from June 9, 2026 Regular Open Session.

Mr. Mullen motioned to approve meeting minutes. Mr. Underwood seconded the motion.

VI. Ranch Leadership Report

Mr. Levy and Ms. Visser presented the Ranch Leadership Report. Mr. Levy shared that while the summer means a down-shift and getting away for many, there was a lot of activity on the Ranch. Road maintenance campaign this year has been coined "26 in 26," We are currently wrapping up work in 7 neighborhoods within Windgate, primarily Upper Canyon. While much of the work went well and looks great, Mr. Levy shared some isolated challenges with residents and vendors/contractors not following safety rules and respecting road construction

personnel. Mr. Levy shared some examples of residents driving around barricades onto still-wet sealcoat, causing damage that will add more inconvenience and expense to affected neighborhoods. Mr. Levy shared the largest phase of this project has just begun, with repairs and sealcoating of main arterial roads including Windgate Pass and Saguaro Canyon Trail. The schedules and color-coded project maps were discussed.

Association management requested Board approve an exemption to construction hours, allowing Association management to coordinate with YSC Paving for overnight striping work on August 18, 20, and 24 (or as otherwise agreed). Mr. Underwood motioned for this exemption. Ms. Kaye seconded the motion. After discussion, motion passed unanimously.

Mr. Levy shared upcoming road work in Horseshoe Canyon, Camelot, and Terrace Homes East neighborhoods in August. Further updates were shared regarding completion of gate operator upgrades in Country Club – West Gate; Country Club – East Gate; and Windgate. Upcoming gate operator work in Horseshoe and Arcadia.

Ms. Visser shared report and photos of early monsoon storm related damage, primarily wind related. 24 trees were downed across the Ranch. The team acted immediately, getting everything cleaned up.

Ms. Visser shared updates on playground renovations. Desert Haciendas new playground will be installed week of August 17. Several other neighborhoods currently in design stages for their projects.

Leadership report wrapped up with notice that 2027 budget development is underway. Leadership looks forward to working with NVMs, Finance Committee, and the Board. Look for confirmed meeting dates to be announced.

VII. New Business

a. Consider Appeal to Standards Violation

Mr. Levy shared that the Board met in Executive Session earlier this evening to hear a member appeal of standards violation. Member was fined \$300 for repeat parking violations, Standard for Conduct DCR-12 Parking. The member's appeal was submitted in writing and the member was heard by the Board in executive session.

Due to recent changes in Arizona law, specifically A.R.S. 33-1804 (open meetings act) – while the Board can discuss certain authorized matters in executive session any final actions/votes must occur in open session.

Ms. Kaye motioned to sustain the fine as issued for multiple infractions of DCR-12 Parking. Motion seconded by Mr. Underwood. Upon discussion, Mr. Mullen recused himself from the vote due to conflict of interest. Motion carried with four voting in favor, one recusal. The fine will be sustained.

b. Consider Posting of Proposed Policy Revisions

Dr. Green shared three policy revisions from the Policy Committee, requesting the Board post the proposed revisions for member comment. Policies proposed for revision include

- Policy 102 – Policy Development
- Policy 105 – Records Retention
- Policy 107 – Neighborhood Committees

Dr. Green motioned for the Board to consider posting the three proposed policy revisions (Policies 102, 105, and 107) to the community for a period of at least 20 days for public comment. Mr. Underwood seconded the motion. Discussion ensued, with Mr. Mullen questioning proposed change in Policy 107 from a two-step process to a three-step process. Dr. Green commented that the proposed change would add a ‘screening’ step to the process with the thought this could encourage more neighborhoods to bring their ideas forward as a potential neighborhood committee issue. Calling the question, motion carried unanimously.

VIII. Committee Updates

- **Budget & Finance:** Committee has been busy. Committee is completing review of the 200-series financial policies, and will submit recommended revisions to Policy Committee. Appreciation to Director of Finance Phillip Christensen for developing a ‘financial dashboard’ tool. Committee focused on budget matters. Next meeting 8/26 at 3pm
- **Community Patrol & Gate Access:** CPGA is reviewing speed reports, evaluating traffic calming efforts. ABDI gate access app had undergone an update. Next meeting 9/21 at 3pm
- **Modifications.** Next meetings 8/11 & 8/25 at 2pm.
- **Policy:** Policy Committee has begun review of Standards for Conduct. Next meeting for 8/7 at 2:30pm
- **Sustainability:** On summer hiatus, will resume meetings in the fall.

IX. Member Open Forum

- Discussion of potential replacement of Palo Verde trees with something else?
Referred to Covenant Commission regarding plant palettes.

X. Announcements

- a. Next Board meeting is Tuesday, October 6 at 5:00pm at Desert Camp/Zoom
- b. 2027 Budget Ratification meeting on Tuesday, November 3 at 5:00pm

XI. Adjourn Meeting

There being no further business, Dr. Green motioned to adjourn the meeting. Mr. Underwood seconded the motion. Meeting adjourned at 6:10 p.m.