



DC Ranch Association
Board of Directors Meeting
January 6, 2020
6 p.m.
Homestead Community Center

DC Ranch Community Mission Statements

- **Ranch Association:** Emphasizing customer care and sustained property values. Protects fiscal and environmental assets. Provides professional financial, landscape and maintenance staff. Manages security services.
- **Community Council:** Visioning and facilitating 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.

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.



Meeting Agenda

January 6, 2020



- Call to Order
- Establish Quorum
- Member Comment Period
- Approval of Prior Meeting Minutes
- President's Comments
- Board Member Testimonials (Susan Grace and Geoff Wilner)
 - Upcoming Election
- Executive Director's Report
- **Unfinished Business**
 1. Proposed Policy 205 (Investment of Association Funds)
 2. Adoption of Annual Calendar
- **New Business (None)**
 3. Policy Review Discussion
 4. Board Members Roles and Responsibilities
- Committee Reports
- Announcements
- Adjournment

Call to Order

Roll Call of Board Members

- Elizabeth Kepuraitis President
- Stephen Koven Vice President
- Mike Esparza Treasurer
- Dr. Philip Geiger Secretary
- Susan Grace Director
- Vince Durocher Director
- Geoff Wilner Director



Public Comment



We want to hear from our residents. There are at least two opportunities for the Board to hear from residents. There is a public comment period at the start of every meeting. Residents can speak for up to three (3) minutes. Comment cards should be completed beforehand and presented to Darren Shaw, Executive Director.

Also, prior to a board action, residents are provided with an opportunity to comment for up to three (3) minutes.

Approval of Minutes

- December 2, 2019 Executive Session
- December 2, 2019 Regularly Scheduled Board Meeting
- December 3, 2019 Board Workshop



President's Comments

Elizabeth Kepuraitis

- Governance Update

Board Member Testimonials

Upcoming Election

Susan Grace and Geoffrey Wilner



- Ms. Grace and Mr. Wilner will share their perspective on being an Association Board member
 - The 2020 election notification process is underway
 - Four director positions will be elected April 6
 - Candidate forms were available January 1
 - Candidate forms are due March 3
 - Meet the Candidates Night March 23

Executive Director's Report

Darren Shaw

- NVM election results are in (40 of the 44 spots filled)
- Community Standards decals added to back bumper of CS vehicles
- Arcadia sissoo tree initiative
- Kitchell Yard improvements underway
- Irrigation system upgrades at large park at Park and Manor (\$10,000, reserves)
- Replaced four teak swinging benches with wood composite benches
- Four gate arms and operators scheduled for replacement - Windgate and Horseshoe (\$13,000, reserves)
- New Community Standards Administrator - Chelsea Martoccia
- Mowing contract (42 parks) moving from Brightview to Gothic (\$94,000 to \$110,000 annually)
- Two insurance claims tendered (\$385,000) related to October 23, 2018 rain/flooding event
- Annual call for Board Candidates
- 50 replacement trees being replanted community-wide
- 377 plants being replaced in Desert Parks
- Radio system purchased for security operations (\$10,000)
- Tri-plex roof replacement at Market Street Villas being bid (lots 45, 46 and 47)
- Community map update project is now complete
- Operating budget through November is \$325,000 favorable vs. \$7.4 million budget

Unfinished Business

Proposed Revisions to Policy 205

Investments

Phil Geiger



- This proposed policy defines the Association’s Investment Program
- It is an existing policy that is being reformatted to conform with the new policy format
- Its purpose addresses the following:
 - Types of investments
 - Prioritizes safety, liquidity and return on investments
 - Ethics
 - Authorities
 - Performance
 - Controls
- The Board conditionally approved the proposed revisions at its October 10, 2019 meeting in accordance with Policy 102, for the 30-day member comment period
- No comments were received
- The proposed revisions were formally considered by the Board at its December 2, 2019 board meeting
- It was suggested that the policy’s wording be revisited to address the term “benchmark” where used – this was done
- The Board can now consider formally approving the policy

Adoption of Annual Calendar

Darren Shaw



- There are a many annual events with which the Board is involved
- The calendar provided is intended to capture them for scheduling purposes
- The annual board calendar was presented at the December 2, 2019 board meeting
- The Board requested that the calendar be reviewed an additional time to ensure that there are no holiday conflicts
- Terri Raimondi and Gen Beaulac reviewed the calendar's dates and confirm that there are no conflicts associated with holidays
- The Board can approve the calendar

New Business

Policy Review Discussion

Darren Shaw



- Pursuant to 102.5 Annual Policy Review: The Board of Directors shall annually receive and review the current policies and determine if revisions are required. Proposals to modify, add or delete policy language shall follow the standard policy approval procedure.
- Copies of all approved policies were sent to the Board in December 2019
- All approved policies are available at DCRanch.com
- The Board can ratify the approved policies and/or pull policies for further review

Board Member Roles and Responsibilities

Elizabeth Kepuraitis



- The Board met with legal counsel on December 3 to discuss matters that required legal input
- One matter discussed was roles and responsibilities for the board members (directors and officers)
- A draft document was presented that detailed those roles and responsibilities
- A final draft is now being presented for formal consideration

Additional Discussion Items

Committee Reports



Announcements

- The next regularly scheduled board meeting is Monday, February 3, 2020 at 6 p.m. at The Homestead Community Center

Adjournment