

## DC Ranch Association – Board of Directors

Meeting Minutes: January 6, 2020



Date/Time: Monday, January 6, 2020 Started: 6:16 PM / Ended: 7:41PM  
Location: The Homestead Community Center  
Purpose: Regularly Scheduled Meeting

Chaired By: Elizabeth Kepuraitis  
Recording: Gen Beaulac  
Secretary:  
Status: Draft

### Attendance:

Directors: Elizabeth Kepuraitis, President; Mike Esparza, Treasurer; Dr. Philip Geiger, Secretary; Geoff Wilner, Director; Susan Grace, Director; Vince Durocher, Director

Directors

Absent: Stephen Koven, Vice President

Management: Darren Shaw, Executive Director  
Dee Nortman, Director of Finance  
Terri Raimondi, Communications Manager  
Gen Beaulac, Executive Assistant

Guests: None

### 1. Call to Order / Establishment of Quorum /Roll Call

Ms. Kepuraitis called the meeting to order at 6:16 p.m. A quorum was established with six of the seven board members present.

#### 1.1 Member Comment Period/Open Forum

None

#### 1.2 Approval of Meeting Minutes

**Motion:** Mr. Durocher motioned to approve the regular and executive session minutes with one revision to the regular minutes from December 2, 2019; Mr. Wilner made the recommendation to include all electric forms of transportation to DCR-27 (Trespassing/Solicitation), and the executive session minutes as presented from December 2 and December 3, 2019, Dr. Geiger seconded the motion, with no further discussion the motion passed unanimously.

## 2. Reports

### 2.1 President's Comments:

Ms. Kepuraitis apologized for the delay in starting the open session. At the executive session preceding the open meeting, a Bylaw amendment project was reviewed and discussed with legal counsel, and a neighborhood assessment was discussed. At the December 3, 2019 Governance Committee meeting the following matters were discussed: DCR 2020 (governance), the 2020 census, development agreement with the City of Scottsdale and two parcels of state land north of Bell (south of Legacy) that have drawn interest. Applications have been filed for this land. The Resident Leadership Development program starts in a couple of weeks, 27 residents signed up. The Covenant Commission staffing will now roll up under Ranch Council.

### 2.2 Board Member Perspectives

The annual election is scheduled for April 6, 2020. Four director positions are up for election. Candidate forms are due back no later than March 2, 2020.

- Susan Grace: The primary reason to run is so members' voices are heard. Staff's perspective is not always that of the homeowners.
- Geoff Wilner: Time consuming and a lot of information to take in, though the rest of the board and Ranch staff have been great to work with and are quick to answer any and all questions asked.

### 2.3 Executive Director's Report: Mr. Shaw provided the following report:

- 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

### **3. Unfinished Business**

#### **3.1 Proposed Policy 205 (Investment of Association Funds)**

**Motion:** Dr. Geiger motioned to approve Policy 205 (Investment of Association Funds) as amended, Mr. Esparza seconded the motion, with no further discussion the motion passed unanimously.

#### **3.2 Annual Board Calendar**

**Motion:** Mr. Durocher motioned to approve the Board's Annual calendar as presented and requested that the calendar be maintained on the website for residents to view, Mr. Wilner seconded the motion, with no further discussion the motion passed unanimously.

### **4. New Business**

#### **4.1 Policy Review:**

Mr. Wilner wanted clarification on 102.4f as it states a board member can vote by proxy. This needs to be amended to not allow proxy voting. As this contradicts A.R.S. §33-1812 which prohibits proxy voting.

**Motion:** Mr. Durocher motioned to approve the amendment to Policy 102 section 4.f (and 4.d), Mr. Wilner seconded the motion, with no further discussion the motion passed unanimously.

Policies that were brought up for discussion are as follows;

- Policy 104 (Board Governance): Governance 104.11a provision is not being used.
- Policy 204 (Capitalization of Assets, Operating Reserves): If any neighborhood drops below 75% funding in their reserves there is to be a corrective plan put in place. Why hasn't this occurred for Market Street Villas? Darren replied that he would address this concern in the next 60 days.
- Policy 301 (Security Services): Review patrol schedule with Anderson Security.

#### **4.2 Board Member Roles & Responsibilities**

To be finalized at the February meeting.

### **5. Announcements**

- Policy Committee meeting at Ranch Office on January 9, 2020
- Regular Board Meeting: February 3, 2020 at 6 PM at The Homestead Community Center

**6. Adjournment:** There being no further business to conduct Ms. Kepuraitis adjourned the meeting at 7:30 PM.