

**DC Ranch Association – Board of Directors**  
Executive Session Minutes: August 3, 2020



Date/Time: Monday, August 3, 2020 Started: 4:03 P.M. / Ended: 5:56 P.M.  
Location: Zoom due to COVID-19  
Purpose: Executive Session  
As permissible by A.R.S. 33-1804 (1)

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

**Attendance:**

Directors: Elizabeth Kepuraitis, President; Geoff Wilner, Vice President; Sam Hawkins, Treasurer; Elaine Cottey, Secretary; Philip Geiger, Director; Stephen Koven, Director

Management: Darren Shaw, Executive Director  
Gen Beaulac, Executive Assistant

Guest: Denise Blommel, Attorney

**1. Call to Order / Establishment of Quorum /Roll Call:** Ms. Kepuraitis called the meeting to order at 4:03 P.M. A quorum was achieved with six of the seven directors present.

**2. Arcadia Sissoo Tree**

The City of Scottsdale Planning Department will require the Association to submit for DRB approval to remove the 28 sissoo trees at the entrance to the Arcadia neighborhood; the DRB process will also be required for the 670 street trees. Mr. Shaw informed the Board that he asked Alexis Firehawk to conduct a cursory review, to see if there was another way to get approval.

**3. COVID Update**

Mr. Shaw informed the board that two employees tested positive for COVID over the past month - one from the admin team and one from the landscape team. Appropriate actions were taken.

The office will remain closed through the end of August.

**4. Employee Handbook Update**

Lawyer Denise Blommel, who specializes in employment law, reviewed various provisions of the newly revised employee handbook. The Board voted unanimously to approve the revised employee handbook as presented.

## **5. PPP Funds**

Mr. Shaw introduced discussion concerning the fate of \$492,000 in PPP funds currently on the Association's balance sheet. The discussion centered on 1) keeping the funds or 2) returning the funds.

**Motion:** Dr. Geiger motioned that Ranch Association seek forgiveness of the PPP funds in accordance with the current federal guidelines and evaluate the impact of COVID-19 by June 30, 2021, or sooner, with consideration of subsequent repayment should the situation warrant it. Mr. Koven seconded the motion and with no further discussion the motion passed 5-1 with Mr. Wilner in opposition.

## **6. Pohl Appeal**

Mr. and Mrs. Pohl were in attendance to appeal the Modification Committee's decision not to approve the color of paint used on the exterior of their home.

**Motion:** Mr. Hawkins motioned to deny the Pohl's appeal and to uphold the decision previously made by the Modification Committee. Ms. Cottey seconded the motion and with no further discussion the motion passed unanimously.

## **7. Adjournment:**

There being no further business to conduct, Ms. Kepuraitis adjourned the meeting at 5:56 P.M.