



STREET  
95TH

DC Ranch Association  
Annual Membership Meeting

April 5, 2021

6 p.m.

Virtual Meeting - Zoom

# DC Ranch Mission Statements

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- **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.

# Call to Order/Establish Quorum

- The Bylaws provide the following language regarding Annual Meetings
  - 2.3. Annual Meetings. Meetings shall be of Voting Members and, if required by law, shall be open to all Members. Annual meetings shall be set by the Board to occur once during the Association's fiscal year on a date and at a time set by the Board. Annual meetings may be conducted electronically (i.e., via the Internet, intranet, or teleconference) if, and to the extent, permitted by law.
  - 2.1 1. Quorum. Except as otherwise provided in these Bylaws or in the Declaration, the presence of Voting Members representing a majority of the total votes in the Association shall constitute a quorum at all meetings of the Association.
  - The total number of votes Association-wide = -----
  - The total number of votes cast = -----
  - A quorum has been achieved

# Meeting Agenda

## April 5, 2021

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- Roll Call/Establish Quorum
- Call to Order
- Introductions and Meeting Overview
- Distribution of Prior Meeting Minutes
- President's Comments
- Executive Director's Report
- Election Results
- Member Comment Period
- Announcements
- Adjournment



# President's Comments/Updates

## Elizabeth Kepuraitis

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# Executive Director's Report 2020

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- Successfully navigated the COVID situation (to date)
- Completed bylaw amendment project
- Testing cloud-based security cameras at manned gates
- Partnered with community council to introduce and complete the inaugural resident leadership program
- Started neighborhood landscape/maintenance walkthroughs with NVMs
- Completed \$1.2 million in reserve projects (more than half for roads)
- Installed new radio communication system for security operations
- Completed irrigation system renovation project
- Introduced Firewise Program to DC Ranch
- Improved cellular coverage by adding additional towers and extenders
- Completed biennial security services survey
- Created online realtor training program
- Contracted for management with Villas at Desert Park Village
- Significant hours spent on proposed neighborhood tree removal initiative
- Deployed second photo speed camera
- 116 speeding violations were issued
- Created new Landscape Supervisor position
- Brought on new Landscape Manager and Security Services Manager
- Re-issued employee handbook
- Conducted sub-association training
- Processed 270 exterior modification requests
- Processed 96 paint modification requests
- Processed a record high transfer and disclosures (400+)
- Purchased Patrol 3 vehicle (path and trails)
- Replaced more than 150 street signs
- Cross Canyon camera installed at Reatta Wash
- Installed interior gatehouse cameras
- Installed second Transcore reader at Windgate entrance

# Executive Director's Report 2021

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- Conducted street-tree audit and follow up program
- Moved Security Operations shift change parking location from Homestead to Market Street
- Replaced all sign headers on all public roads
- Created Security Training Manager position
- Body cams to be used by community standards personnel
- Westgate gatehouse renovation project
- Create solar apparatus installation policy for common area roofs
- Implement Firewise
- Competitively bid security services contract (third-year)
- Develop three-year strategic plan
- Identify land opportunities for Maintenance Operation
- Cameras to be installed at four tunnel location (16 tunnels total – five to have cameras)
- Install new camera feed monitors at Arcadia gatehouse (sub-command center)
- Prepare for additional sub-association management opportunities in 2022
- Complete CC&R amendment project
- Digitally scan all lot files
- Complete \$1.6 million in reserve plan projects
- Create GIS mapping for all community assets
- Evaluate conversion from poly piping to pvc for all bed areas
- Update risk management plan
- Partnering with Community Council, complete DC Ranch website redesign

# Board Election Process 2021-2022

- Four positions on the Board are up for election
- Director terms that expire:
  - President Elizabeth Kepuraitis
  - Vice President Geoff Wilner
  - Secretary Elaine Cottey
  - Director Phil Geiger
- There are five candidates for the four open positions
  - Elaine Cottey (Windgate)
  - Phil Geiger (Montelana)
  - Greg Kiraly (Windgate)
  - Geoff Wilner (Rosewood)
  - David Young (Terrace Homes East)
- Of the four open positions, there will be two two-year terms and two three-year terms
- The Bylaws provide the following language regarding Board terms
  - The groups shall be assigned based on the total number of votes each director receives with the directors receiving the highest total number of votes being assigned to the group with the longest term. In the case of a tie in the number of votes received by candidates, election and assignment of the term of the director shall be decided by a coin flip. All elections and appointments of directors hereafter shall be made in a manner to preserve the staggering of terms contemplated hereby.



# Board Election Process 2021-2022

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- The ballot order was conducted by random draw
- Ballots were counted at the Ranch offices on Market Street at 2 p.m. today in preparation for this meeting
- Additional ballots (if any) were accepted up until the start of this meeting
- The ballot counting team was composed on the following staff members
  - Director of Financial Operations Dee Nortman
  - Communications Manager Terri Raimondi
  - HR Administrator and Executive Assistant Shannon Owsley
- Executive Director Darren Shaw observed the process

# Board Election 2021-2022 - Vote Count

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- Candidates and their total votes in alphabetical order
  - Elaine Cottey
  - Phil Geiger
  - Greg Kiraly
  - Geoff Wilner
  - David Young
  
- The newly elected board members and their terms are as follows:
  - Elaine Cottey
  - Phil Geiger
  - Greg Kiraly
  - Geoff Wilner
  - David Young

# Member Comment Period

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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.



# Announcements

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- Next Regularly Scheduled Board Meeting: 6 p.m. on Monday, May 3, 2021 (Zoom)
- Community Safety Series (Teen Substance Abuse and Drug Trends): 5 p.m. on Wednesday, May 5, 2021

# Adjournment