



DC Ranch Association – Board of Directors Meeting Minutes

Date/Time: Tuesday, September 4, 2018 at 6 p.m.
Location: Homestead Community Center
Purpose: Regularly scheduled meeting

Chaired By: Susan Grace
Minutes Rec: Ashley Dernovsek
Status: Approved

Directors Present: Susan Grace, Fred Green, Philip Geiger, Mike Esparza, Stephen Koven, Vince Durocher

Directors Absent: Elizabeth Kepuraitis

Also Present: Executive Director Darren Shaw, Executive Assistant Ashley Dernovsek, Communications Manager Terri Raimondi

1. Call to Order

1.1 Roll Call/Establish Quorum

Mr. Shaw conducted roll call. Six directors were present, which satisfied the quorum requirement. Ms. Kepuraitis was unable to attend the meeting. The meeting was called to order at 6:03 p.m. by President Susan Grace.

1.2 Member Comment Period/Open Forum

None.

1.3 Approval of June 27, 2018 Board Planning Executive Session Minutes and August 13, 2018 Meeting Minutes (Regular and Executive)

Mr. Durocher motioned to approve the June 27 executive session minutes. The motion was seconded by Mr. Esparza; the motion carried unanimously.

Mr. Geiger thanked Ms. Grace for reviewing the June 27 executive minutes in response to his concern that the executive session minutes should be posted and made available. Ms. Grace felt there was information in the minutes that was not appropriate for member viewing. Member Grant Mills asked if that information could be redacted from the minutes allowing them to be posted. Ms. Grace stated they would not make sense after removing certain text. The June 27 executive session minutes will remain confidential at this time.

Mr. Green motioned to approve the August 13 regular and executive session meeting minutes. The motion was seconded by Mr. Durocher; the motion carried unanimously.



Grant Mills requested that a section of the August 13 meeting minutes be amended to include reference to his comment made at that meeting about two speed cameras being utilized in the community versus just one.

2. Reports

2.1 President's Report

Ms. Grace shared the following updates:

- An executive session was held prior to September board meeting. Personnel matters were discussed, and a decision was made.
- The August 14 Governance Meeting was a brief one. Budget development was discussed. There was also discussion regarding office space needs, a future space needs analysis and available options. The current lease terms August 2019. This topic will be discussed again at the August 5 Governance Meeting.
- Ms. Grace noted that DMB has now officially deeded property to Scottsdale Unified School District and DC Ranch is working with SUSD regarding the use of the land.
- There are ongoing talks with ICON representatives regarding assessments and gate operations management.
- Ms. Grace thanked Mr. Durocher and the neighborhood voting members who have already presented at the monthly meetings. Follow ups on their addressed items have been taking place.

2.2 Executive Director's Report

Mr. Shaw provided updates on the following matters:

- The security contract bidding process. The four finalists are as follows: Allied Universal, Trident, Anderson and Covey. Interviews will take place at an open board meeting starting at 6 p.m. on September 17 at Desert Camp Community Center. On September 19, a Board appointed committee of directors will meet to discuss the final proposals and formulate a recommendation. A formal decision will be made by the Board on September 20 at 6 p.m. at Desert Camp Community Center. The new contract will begin January 2019.
- Neighborhood parks update and usage by apartment residents: Community Standards Specialist Aaron Largo, a Community Council representative and the apartment management teams are working together to develop standards to reflect DC Ranch Standards for the Camden and Desert Park Vista Apartments.
- Budget development process update. There is a finance committee meeting on September 17 to discuss the draft operating budget. The complete budget is scheduled to be presented in open session on October 16.
- The road reserve study is complete at a cost of approximately \$12,000. On September 2, roadway sealing and repair work will begin. There will be seven days of road closures which will affect road access. The roads need to have several hours to adequately cure but golf cart rides will be available to get residents to their homes when they have to park at a distance due to road closures.
- At the West Gate Command Center, dispatch phones have been switched to voice over internet protocol (VoIP) service. Calls will now be recorded.



- Policies 301 and 204 are out for member comment and will be addressed at the October board meeting.
- Interviews for the Director of Financial Operations are ongoing.
- A Market Street Villas construction defect inspection report regarding the newer 15 units (76-90) is expected soon. The inspector indicated informally that there could be some defects and/or needed corrections. Once the report is received it will be shared with the owners of lots 76-90. Ms. Grace inquired about the roof testing. Mr. Shaw stated he is working with KYKO roofing to complete this work. Mr. Green asked for clarification on the statute of limitations per defects. Mr. Shaw stated that the statute of limitations on construction defects is 10 years after the defect could have reasonably been known.
- The Market Street Villas exterior painting project (wood and metal) should be complete in about a week or two.

2.3 Special Presentation: Human Resources Administrator, Ashley Dernovsek

Ms. Dernovsek shared with the Board and residents some of her roles as the Human Resources Administrator such as: payroll, recruitment, budget, benefits, training, compliance, board items and employee engagement. She briefly shared the interaction between the three entities.

2.4 Neighborhood Voting Member Updates

None.

3. Unfinished Business

None.

4. New Business

None.

5. Committee Reports

None.

5.1 Adjournment:

Mr. Shaw shared the upcoming meetings:

- Special board meeting Monday, September 17 at 6 p.m. at Desert Camp Community Center
- Special board meeting Thursday, September 20 at 6 p.m. at Desert Camp Community Center
- Regularly scheduled board meeting Monday, October 1 at 6 p.m. at The Homestead Community Center

Ms. Grace adjourned the meeting at 6:57 p.m.



These minutes are attested by:

Philip Geiger, Association Board Secretary

10/1/18

Date