



# DC Ranch Association – Board of Directors Meeting Minutes

Date/Time: Monday October 1, 2019 / 6:02 PM  
Location: The Homestead Community Center  
Purpose: Regularly scheduled meeting

Chaired By: Susan Grace  
Minutes Rec: Ashley Dernovsek  
Status: Draft of Minutes – October 11, 2018  
Attendance

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

Invited Guests: Executive Director Darren Shaw, Executive Assistant Ashley Dernovsek, Communications Manager Terri Raimondi Director of Standards & Modifications Larry Cowles

## 1. Call to Order

\*\*\*\*\*

### 1.1 Roll Call/Establish Quorum

Mr. Shaw conducted roll call. Seven directors were present, which satisfied the quorum requirement. Mr. Koven attended the meeting via phone. The meeting was called to order at 6:02 p.m. by President Susan Grace.

\*\*\*\*\*

### 1.2 Member Comment Period/Open Forum

Resident Marla Walberg shared with the Board her concern regarding street parking on 91st and Palo Brea. She stated for the past two weeks the cars have been parked on both sides of the street blocking both street bike lanes. Mr. Shaw shared that the city and police department had been contacted. Ms. Grace stated Community Council Executive Director Jenna Kohl is looking into this item as well.

Resident Ed Swanson asked about the directors’ position on Proposition 420. The Board and community have not taken a position on Proposition 420.

\*\*\*\*\*

### 1.3 Approval of September 4, 2018 (Regular/Executive) Meeting Minutes and September 17, 2018 Special Security Meeting

Ms. Grace suggested to approve the three sets of meeting minutes in one motion. Mr. Durocher made the motion to approve the September 4 regular and executive session minutes and September 17 special meeting minutes. Ms. Kepuraitis seconded the motion.

Mr. Geiger requested to review the September 17 minutes. The original motion was amended, and the September 17 minutes were set aside. The September 4 regular and executive session minutes



were approved. The motion carried unanimously.

\*\*\*\*\*

## 2. Reports

\*\*\*\*\*

### 2.1 Presidents Report

Ms. Grace gave a brief update on the executive session:

- The first scheduled appeal was canceled by the requestor. This matter was related to unapproved landscape modifications made to the lot.
- The second appeal was regarding two speed violations incurred by the same driver. The Board will make its decision and issue the decision in 10 business days.
- The Board adjusted the \$50 fine for unauthorized parking to \$100, in accordance with the Community Standards, for one owner who routinely breaks the rule.

The Governance Committee had not met since the last board meeting, so there was no update.

The Community Council will be proposing to the City of Scottsdale a sidewalk be installed at 94<sup>th</sup> street near Desert Vistas apartments south to Bell road. The proposal will also state the expense of installing the sidewalk; maintenance costs and lighting would be the responsibility of the city.

\*\*\*\*\*

### 2.2 Neighborhood Voting Member Update

NVM Todd Singer, an eight-year resident of The Estates, who has served as NVM the last eight months, stated he is happy to see the turnover in the neighborhood stabilize. He is happy the community comes together about once a month to hold a community function, such as a movie in the park or a potluck. He also stated he would like to see speed bumps installed in various parts of the neighborhood due to speeding vehicles. Ms. Grace stated this was something that would typically be addressed through a neighborhood committee. Mr. Singer shared that due to lack of participation, his attempts to establish a committee have fallen short of the mark. Mr. Shaw said that additional speed limit signs could be installed; Mr. Singer stated there is currently only one speed limit sign. Mr. Singer also inquired about the neighborhood's park furniture. Mr. Shaw stated it should be returned next week. The furniture was being used in a different community for community input.

\*\*\*\*\*

### 2.3 Executive Director's Report

- Mr. Shaw introduced Kenneth Krause, the new Landscape Manager. Mr. Krause gave a brief introduction about his background and shared that he is very excited to be with DC Ranch Association.
- The interviewing process for the Director of Finance is ongoing.
- Road sealing work is underway; the first phase is completed. The second phase will begin October 10 and be complete by October 16.
- The budget development process is on schedule for a Budget and Finance Committee on October 15. On October 16 a Board workshop is scheduled at the Homestead at 6 p.m.
- The boundary wall painting for Camelot and Montelena is currently out for bid. This is a reserve project on the 2018 reserve plan that will be started at the end of October. The cost is estimated at \$70,000.
- Terri Raimondi revamped the realtor program. The program is designed to help realtors stay



well informed about the community. When the realtors complete the program, they receive an all-gate pass.

- The open house sign program will be discontinued by the end of October. Instead, large A-framed open house signs will be placed at the entrance to neighborhoods where this is an active open house. At the gated manned communities there will be community maps available. The unmanned gates will have maps placed in fabricated boxes with a number to call to reach security personnel for an access code. This project is to go live by the end of October.
- The new West Gate Dispatch Center went live October 1. Eventually all calls will be routed to the West Gate allowing for more accuracy and consistency in response. Call will be recorded moving forward. The recordings will be available for 90 days.
- The Board President from both the Ranch Association and Community Council will be working with Mr. Shaw, Ms. Kohl the Community Council Executive Director, and Communications Manager Ms. Raimondi to team up with park area meetings in Planning Unit 1 this fall.
- A five-year MIS/IT plan is in development. The final touches are being added to the plan.
- The NVM election process begins October 1. There is a total of 43 positions. All NVMs must be re-elected annually.
- The operating budget's performance through August is 1.5% favorable. A \$77,900 surplus on \$5,129 million budget.
- Eight cars were ransacked over the weekend of September 29, one in Haciendas, one in Pioneer and six in Camelot neighborhoods. In all cases, the vehicles were not locked. Mr. Shaw reminded residents to lock their vehicles.

\*\*\*\*\*

#### **2.4 Special Presentation: Larry Cowles – Exterior Modifications**

Mr. Cowles, the Director of Standards & Modifications, gave a presentation detailing his professional background, along with his role and responsibilities at DC Ranch Association.

\*\*\*\*\*

#### **3. Unfinished Business: None**

\*\*\*\*\*

#### **4. New Business**

\*\*\*\*\*

##### **4.1 Security Contact Award (Formal Consideration)**

Mr. Shaw read his report to the Board and members present. In early July, a request for proposal (RFP) was issued to seven qualified Security Service providers, bids were due August 1. The sites were visited, and the candidates were narrowed to four finalists: Allied Universal, Anderson, Covey, and Trident (pricing models ranged in cost from top to bottom, roughly \$50,000). An Executive Committee of Ms. Grace, Mr. Durocher and Mr. Green was formed. The submittals were evaluated, and additional sites were visited by the Executive Committee. After all considerations and a recommendation from the Committee, Executive Director and Security Services Liaison, the recommendation was to move security services from Allied Universal to Anderson effective January 1, 2019. Anderson will offer additional services such as: snake removal, first responder services and body cams on all officers. Anderson also will offer a one-percent discount for net 10 payments. The first-year cost of the three-year contract is \$1,739,136. The Executive Committee supported the recommendation.



Ms. Grace asked for a motion to approve a three-year contract with Anderson Security effective January 1, 2019. Mr. Green made the motion to approve the contract award to Anderson. Mr. Durocher seconded the motion. The motion carried unanimously.

\*\*\*\*\*

**4.2 Policy 204 Capitalization of Assets, Capital Reserves and Repair Reserves (Formal Consideration)**

The proposed policy was posted on the DC Ranch website for the required 30-day member comment period. The Board appreciated Grant Mills comments on the policy but decided to move forward with the policy as written.

Mr. Green made the motion to approve Policy 204 Capitalization of Assets, Capital Reserves and Repair Reserves. Mr. Durocher seconded the motion. The motion carried unanimously.

\*\*\*\*\*

**4.3 Policy 301 Security Services (Formal Consideration)**

The proposed policy was posted on the DC Ranch website for the required 30-day member comment period. Member Mr. Mills commented on the policy, modifications were approved. The changes were made to Policy 301 in section 301.7 Contract Terms and Termination and 301 Competitive Bid Requirements.

Mr. Durocher made the motion to approve Policy 301 Security Services. Ms. Kepuraitis second the motion. The motion carried unanimously.

\*\*\*\*\*

**5. Committee Reports:**

Mr. Geiger shared the Policy Committee is working on a Neighborhood Voting Member policy. He also shared the next policy committee meeting is scheduled October 19 at 7:30 a.m. at the Ranch Offices. Mr. Shaw shared with the Board, they completed nine new policies in 2017.

\*\*\*\*\*

**5.1 Adjournment:**

Ms. Grace adjourned the meeting at 7:37 p.m.