



DC Ranch Association  
Board of Directors Meeting  
December 2, 2019  
6 p.m.  
Homestead Community Center

# DC Ranch Community 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.

# Principles of Civil Dialogue

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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.



# Meeting Agenda

## December 2, 2019



- Call to Order
- Establish Quorum
- Member Comment Period
- Approval of Prior Meeting Minutes
- President's Comments
- Executive Director's Report
- **Unfinished Business**
  1. Proposed Policy 205 (Investment of Association Funds)
  2. Proposed Policy 103 (Board of Directors Ethics)
  3. Proposed Revisions to DCR-27 (Trespassing/Solicitation)
- **New Business (None)**
  4. Proposed Policy 303 (Common Area Landscape Maintenance Guidelines)
  5. Desert Parks Street Tree Maintenance
  6. Adoption of Annual Calendar
- Committee Reports
- Announcements
- Adjournment

# Call to Order

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## Roll Call of Board Members

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- Elizabeth Kepuraitis      President
- Stephen Koven              Vice President
- Mike Esparza                Treasurer
- Dr. Philip Geiger            Secretary
- Susan Grace                 Director
- Vince Durocher             Director
- Geoff Wilner                 Director



# Public Comment



We want to hear from our residents. There are at least two opportunities for the Board to hear from residents. There is a public comment period at the start of every meeting. Residents can speak for up to three (3) minutes. Comment cards should be completed beforehand and presented to Darren Shaw, Executive Director.

Also, prior to a board action, residents are provided with an opportunity to comment for up to three (3) minutes.

# Approval of Minutes

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- November 4, 2019 Executive Session
- November 4, 2019 Regularly Scheduled Board Meeting



# President's Comments

## Elizabeth Kepuraitis

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- Governance Update

# Executive Director's Report

## Darren Shaw

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- Changed Street Sweeping Contracts (Sunstate to American) – saves \$14,000 annually
- New scan device installed at West Gate – allows quick access to members via the guest lane
- Office move is now complete
- Unauthorized street parking (adhesive notices)
- Pedestrian Gate at Park and Manor being installed this week
- NVM election is underway – ballots due back December 13
- Market Street Villas meeting in the park on November 12
- Conversations in the Park – Desert Haciendas on December 5
- Slurry seal work on South Desert Camp Drive by City of Scottsdale (City still cleaning up)
- Arcadia sissoo tree initiative
- Kitchell Yard improvements
- Ethel's Garden waterspout repairs (15 out 33 replaced)
- Sidewalk sections to be replaced in Windgate Parks (224 locations - \$75,000, reserves)
- Storm drain investigation (south of T4B) – Village Spa was the source (splash pad)
- T4B planters replaced on entry columns and planted
- Four gate arms and operators scheduled for replacement in December - Windgate and Horseshoe (\$13,000, reserves)
- Applying for \$20,000 in rebates from City of Scottsdale re: irrigation renovation project
- 2017 tax refund received from IRS for 501(c)4 (\$25,173 – total for three years = \$73,530)

# Unfinished Business

# Proposed Revisions to Policy 205

## Investments

### Phil Geiger

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- This proposed policy defines the Association's Investment Program
- It is an existing policy that is being reformatted to conform with the new policy format
- Its purpose addresses the following:
  - Types of investments
  - Prioritizes safety, liquidity and return on investments
  - Ethics
  - Authorities
  - Performance
  - Controls
- The Board conditionally approved the proposed revisions at its October 10, 2019 meeting in accordance with Policy 102 for the 30-day member comment period
- No comments were received
- The Board can now consider formally approving the policy

# Proposed Revisions to Policy 103

## Board of Directors Ethics

Phil Geiger

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- This proposed policy was presented to the Board at its August 5, September 9 and October 10, 2019 board meetings
- The Board conditionally approved proposed revisions at its October 10, 2019 meeting in accordance with Policy 102 for the 30-day member comment period
- Director Susan Grace provided comments that were considered by the Policy Committee at its November 8, 2019 meeting
  - The Committee made no further changes
  - No other comments were received
- The Board can now formally consider approving the policy

# Proposed Revisions to DCR-27

## Community Standards Trespassing and Solicitation



Darren Shaw

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- Situations over the last two years have brought into question the interpretation of DCR-27
  - Door-to-door solicitation, informational distribution at community meetings, petition signing at community centers and pedestrian access to the various neighborhoods
- This proposed rule revision provides better clarity as to what is and is not permitted
- The Executive Directors are also provided with the autonomy to make judgment calls when applicable
- Proposed revisions to this Community Standard were presented to the Board at the August 6, September 9 and October 10, 2019 meetings
- The Board conditionally approved the proposed revisions at its October 10, 2019 meeting in accordance with Policy 102 for the 30-day member comment period
- No comments were received
- The Board can now consider formally approving the proposed revisions to this Community Standard

# New Business (None)

# Proposed Policy 303 (Common Area Landscape Maintenance Guidelines)



Phil Geiger

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- The development of common area landscape guidelines have been in development this past year
- The document was completed in September
- The Landscape Manager, Maintenance Director and ED worked collectively with Policy Committee Member Tom Headley to complete the work
- The Policy Committee approved Policy 303 and the Common Area Landscape Guidelines at its November 8, 2019 meeting
- The Board can conditionally approve the proposed policy and associated guidelines in accordance with Policy 102 for the 30-day member comment period

# Desert Parks Street Tree Maintenance

## Darren Shaw



- There are five neighborhoods in Desert Parks managed by the Ranch Master
- In 2012, a street-lined tree pruning program was approved by the Board and implemented
  - The program was intended to prune the street-lined trees for consistency, health and appearance
  - Assessments were adjusted to cover the cost
- At some point between 2012 and 2017, the tree trimming program scope changed, only providing trimming for safety and clearance
- Updated costs proposals were obtained in 2019 that reflect the cost of properly trimming all these trees (917 for 514 lots) for consistency, health and appearance
- Communicate to the five neighborhoods regarding the program, establish Neighborhood Committees and bring the matter back to a neighborhood vote if the Neighborhood Committees agree
- This can be done in preparation for the 2021 budget development process, or sooner

# Adoption of Annual Calendar

Darren Shaw

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- There are a many annual events with which the Board is involved
- The calendar provided is intended to capture them, if for no other reason than for scheduling purposes
- Approve the annual Board Calendar

# Additional Discussion Items

## Committee Reports

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# Announcements

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- The next regularly scheduled board meeting is Monday, January 6, 2019, at 6 p.m. at The Homestead Community Center

# Adjournment