



**DC Ranch**  
**Community Council**

Board of Directors Meeting Minutes  
REGULAR MEETING  
Desert Camp Community Center  
November 7, 2019, 5:30 p.m.

**Attending:**

Ron Belmont, President  
Bud Kern, Vice President  
Natalie Ingram, Treasurer/Secretary  
Jill Hegardt  
Sheryl Lowenhar  
Alex Townsend (via call)

**Staff Attending:**

Jenna Kohl, Executive Director  
Dee Nortman, Financial Operations Director  
Beth Overton, Facilities and Recreation Director  
Jona Davis, Community Engagement Director  
Erin May Valdez, Exec. Assistant/HR Administrator

**I. Call to order**

Ron Belmont called the meeting to order at 5:45 p.m. and a quorum was established.

**II. Approval of September Minutes**

*Motion: To approve the minutes from the September 26 meeting*

*Motioned by Sheryl Lowenhar; Seconded by Alex Townsend; Motion passed unanimously*

**III. President's Report**

Ron gave an update on the Governance Committee, which met on November 5. Topics discussed included the importance of DC Ranch's unique governance structure, the Sissoo trees in Arcadia, and the Covenant Commission. Only 131 lots are left to build; the Council will share further information on the Covenant Commission's future as it develops.

**IV. Staff Reports**

Jenna reviewed the staff report. She introduced Luis Ayala, the Council's new Senior Manager of Maintenance and Custodial. She also welcomed members of the Resident Group in the audience and thanked them for their participation.

The Ranch Office move is underway; staff anticipates being fully functional within the next week. The Leadership Development Program is accepting applicants for their first class; six applications have been received so far. The committee is hoping for about twelve applicants total. DC Ranch Gives Toy Drive is underway, and a service project with Harvest Compassion Center is scheduled. All City bond measures passed; Public Affairs Director Chris Irish is monitoring.

Dee reviewed the monthly financial reports through September. Year to date, Council is \$405,000 to the positive. Surplus drivers are benefit fees, cost savings in operating expenses (personnel, changes in the management fee) and timing of expenses. The cash balance sits at 5.69 months; staff will review a transfer closer to the end of the year, to include \$75,000 to the reserve and using \$25,000 for requested projects. Year to date, benefit fees are \$160,000 to the positive.

**V. Consider Approval of the 2020 Operating Fund Budget**

Jenna presented the 2020 operating fund budget. Changes since the public October budget workshop include edits to the management fee regarding Covenant Commission revenue, reductions in staff training and health benefits, and modest cuts to programs. The budget has a 4% increase from 2019. The monthly assessment is raised \$3 from 2019 for a total of \$52 per month. The reserve contribution was raised 5%. Benefit fees remain flat at \$1.5 million; any excess will fund capital and reserve funds.

*Motion: To approve the 2020 budget*

*Motioned by Sheryl Lowenhar; Seconded by Jill Hegardt; Motion passed unanimously.*

## **VI. Old Business**

None reported

## **VII. New Business**

Resident Mary Staker asked about the role of the Covenant Commission and its future. Jenna explained that with their workload of approving home design and modifications lessening, staff and board members of both the Council and Ranch Association are looking at several ways to move forward. Staff will keep residents updated.

Mary asked requested information on the Honor Health Center being built at Pima and the 101. Chris Irish is monitoring; Jenna will follow up with her and provide an update.

## **X. Adjourn Meeting**

***Motion: To adjourn the meeting at 6:21 p.m.***

***Motioned by Ron Belmont; Seconded by Natalie Ingram; Motion passed unanimously***