

## DC Ranch Association – Board of Directors

Meeting Minutes: June 1, 2020



Date/Time: Monday, June 1, 2020 Started: 6:06 PM / Ended: 7:23 PM

Location: Via Zoom due to COVID-19

Purpose: Regularly Scheduled Meeting

Chaired By: Elizabeth Kepuraitis

Recording Gen Beulac

Secretary:

Status: Approved

### Attendance:

Directors: Elizabeth Kepuraitis, President; Geoff Wilner, Vice President; Vince Durocher, Secretary; Sam Hawkins, Treasurer; Stephen Koven, Director; Dr. Philip Geiger, Director; Don Matheson, Director

Management: Darren Shaw, Executive Director  
Dee Nortman, Director of Finance  
Gen Beulac, Executive Assistant

Guests: Lt. Chuck Cabrera, City of Scottsdale Police Department  
Paul Hansen, CPA, Butler/Hansen PLC

### 1. Call to Order / Establishment of Quorum /Roll Call

Ms. Kepuraitis called the meeting to order at 6:06 p.m. A quorum was established with all seven board members present.

### 2. City of Scottsdale Police Department – Lt. Chuck Cabrera

Lt. Cabrera provided an update on what the Scottsdale Police Department is doing in this time of civil unrest with protests and riots occurring throughout the city and county.

### 3. 2019 Financial Audit Report and Presentation

Paul Hansen with Butler Hansen PLC presented the annual audit report for the fiscal year 2019.

**Motion:** Mr. Durocher motioned to accept the audit as presented. Mr. Wilner seconded the motion, with no further discussion the motion passed unanimously.

### 4. Approval of Meeting Minutes

**Motion:** Mr. Hawkins motioned to approve the April 15, 2020 Executive Session minutes with proposed edits, the May 4, 2020 Regular Session minutes as written and the May 6, 2020 Executive Session minutes as written. Mr. Durocher seconded the motion, with no further discussion the motion passed unanimously.

## 5. Reports

### 5.1 President's Comments:

Ms. Kepuraitis provided a recap from the executive session that preceded the regular meeting. The Board discussed the status of ICON, the Paycheck Protection Program, COVID operations for Ranch staff, and the Pioneer Assessment and Arcadia Sissoo Tree matters.

### 5.3 Executive Director's Report:

Mr. Shaw provided the following report:

- Covid-19 / operations update
- Personnel Announcements:
  - Accounting Manager hired (split position – Council and Ranch Association)
  - Two landscape positions
- Sidewalk repairs completed at Haciendas
- Parcel 6.9 culvert cleanout project complete (\$10,000)
- City of Scottsdale controller rebates (18 now and 26 in a couple weeks) = \$20,000 in total
- Status of ICON at Silverleaf
- NVM messages re: board meeting actions
- Employee survey in June (internal)
- Security services survey in July (Community-wide)
- 45 applications approved for painting over last 90 days
- Management of Villas at Desert Park Village starts July 1, 2020
- Roadway patching complete in Country Club and Horseshoe Canyon Drive
- Replacement of 101<sup>st</sup> Street/East Desert Sage scheduled June 4 and 5
- Sissoo tree invasive root inventory, gps positioning and cost to mitigate current and potential damage being prepared by DLC – due June 4
- Lights and mailboxes painted at Sterling Estates
- Bridge lights installed on Horseshoe Canyon Drive bridge
- Behind lot 125 in Camelot wash and scour wall repair (\$30,000 – reserves)
- Budget development begins this month
- Five-parcel development between Legacy and Union Hills active again

## 6. Unfinished Business

### 6.1 Pioneer Neighborhood Assessment and Budget Plan

**Motion:** Mr. Durocher motioned to approve a total monthly assessment for the Pioneer Neighborhood of \$67; broken down, the monthly operating assessment is \$37, and the monthly reserve assessment is \$30. Additionally, a \$260,000 initial reserve fund transfer from the Master reserve fund to fund the newly created reserve fund for Pioneer. Mr. Hawkins seconded the motion, with no further discussion the motion passed unanimously.

## 7. New Business

### 7.1 Appointment of Committee Members and Charter Approval

**Motion:** Mr. Durocher motioned to approve the Policy Committee Charter with the revision that the committee may have up to 3 current sitting directors. Mr. Wilner seconded the motion, with no further discussion the motion passed unanimously.

**Motion:** Mr. Durocher motioned to approve the Modifications Committee Charter with the revision that at least one member be a current sitting director. Mr. Hawkins seconded the motion, with no further discussion the motion passed unanimously.

**Motion:** Mr. Durocher motioned to approve the Finance and Budget Committee Charter as presented. Mr. Wilner seconded the motioned, with no further discussion the motion passed unanimously.

**Motion:** Mr. Durocher motioned to approve the presented slate for the Policy Committee, the Modifications Committee and the Finance and Budget Committee. With no seconded the motion died.

**Motion:** Mr. Matheson motioned to approve the slate for the Policy Committee and the Finance and Budget Committee. Mr. Koven seconded the motion, with no further discussion the motion passed unanimously.

The Modifications Committee slate will be reviewed at the next Board of Directors meeting.

### 2020/2021 Committee Members

#### Budget & Finance Committee

- Sam Hawkins, Chair (Desert Parks)
- David Peterson (Desert Parks)
- Tom Grace (Desert Camp)
- Dave Underwood (Desert Camp)
- Scott Horsley (Country Club)
- Ed Swanson (Desert Camp)
- Elizabeth Kepuraitis, Board President (Desert Camp)

#### Policy Committee

- Phil Geiger
- Stephen Koven
- Tom Headley
- Darren Shaw
- Vacant

**Motion:** Mr. Matheson motioned to appoint himself and Mr. Hawkins to the Modifications Committee until a full slate is appointed by the Board. Dr. Geiger seconded the motion, with no further discussion the motion passed unanimously.

## 8. Announcements

- Next regular Board meeting: August 3, 2020 at 6 PM (meeting format/location undetermined)

**6. Adjournment:** There being no further business to conduct Ms. Kepuraitis adjourned the meeting at 7:23 PM.