



**The Dobson Association, Inc.
Board of Director's General Session Open Meeting
Thursday, October 24, 2024 7:00 pm
La Casita, Grande Room
2719 S Reyes, Mesa AZ 85202
Live Streaming and In-Person Meeting**

Meeting Minutes – Approved _____

Members Present:

President: Sam Javelosa
Vice President: vacant
Treasurer: Stephanie Fee
Secretary: Holly Prasetio

Member: Christa Tropin (virtual)
Member: Bradley Bettencourt
Member: Sandy Murray
Member: Michael Snedeker (virtual)
Member: Sandra Rogers (SJR)
Member: Katelyn Noble

Staff Present:

Steve Burns, City Property General Manager

I. Call to Order

- a. The meeting was called to order by President, Sam Javelosa, at 7:07 pm.
- b. Pledge of Allegiance
- c. Completed verbal role call to establish quorum. Quorum was established.
- d. Agenda:
 - a. **Stephanie moved to approve the agenda; Sam seconded. Motion passed 8-1 with Brad voting no.**
- e. Microphone and cameras were checked and deemed to be in working order.

II. Approval of Prior Minutes

- a. Meeting Minutes: September 26, 2024 Open Board Meeting
- b. **Katelyn moved to approve the September 26, 2024 minutes; Sam seconded. Motion passed unanimously.**

III. Reports

- a. **President's Report** – Sam Javelosa, President
 - a. Transition is completed; documents still being processed into their system; budget in process; Rubican is doing work on the lakes.
- b. **Treasurer's Report** – Stephanie Fee, Treasurer
 - a. September 30th statement provided but not yet reviewed.



- b. No investments coming up until the end of the month.
- c. 2025 budget is in the works.
- c. **Committee Reports** – the following committee members presented reports:
 - a. Recreation Committee – Jeanne Smith
 - 1. Provided a summary of what they discussed (see minutes from the committee meeting) and provided overview of upcoming events.
 - 2. Follow up needed up regarding signs for Pickleball courts
 - b. Dobson Ranch Architectural Committee (DRAC) – Sandy Murray
 - 1. They are adjusting to the new process of receiving requests from the City Property app.
 - c. Master Planning Committee – Tim McElrath
 - 1. Decided that the sub-surface drip irrigation and kurapia is the way to go for Laguna Shores. Presented this to the Water & Lake Management Committee and will compile the budget details for B&F committee to review.
 - d. Water & Lake Management Committee – Katelyn Noble
 - 1. Committee recommends that the Laguna Shores project as recommended by the Master Planning Committee, move to the B&F committee for approval.
 - 2. **Holly moves to approve the new charter; Sandy seconded. Motion passed unanimously.**
 - e. Budget & Finance Committee – Spencer Jarvis
 - 1. Committee requests that any budget or financial related policy changes go through their committee
 - 2. Still need to complete the budget and need an additional meeting perhaps at the next B&F meeting in November.
 - f. Preschool Committee – Krysta Rader
 - 1. Discussed needing participating homeowners to submit a committee application so that they can formally become members.
 - a. **Holly moves to approve Kathleen Tolar as a committee member, contingent on application being submitted in the next week and upon review by the Board and there being no issues or concerns with it; Sam seconded. Motion approved unanimously.**
 - 2. Discussed upcoming events
 - 3. Used fundraised funds to participate in a field trip.
 - g. CC&R Committee (Ad Hoc) – Stephanie Fee
 - 1. The committee did not meet this month. Stephanie moves to table the committee until next year; Holly seconded. Motion passed unanimously.
 - h. Policy Committee (Ad Hoc) – Holly Prasetio



1. Committee has still not started yet and still need members to apply.

IV. Management Report

- a. Marc Diaz not present. Steve gave an update about the Los Altos facility.
 - a. Los Altos building structure and Lake 1 foot bridge – proposal received.
 - b. Rubican lake survey update - Steve will follow up.
- b. Management Report – Steve Burns
 - a. Gave update about collections and CC&R violation process.
 - b. We are around 15% delinquent at the time the report was run (middle of October) but homeowners still have time to pay their quarterly dues before they incur a late fee.
 - c. There have been many calls received about signing up for the CityCync Portal. Approximately 25% signed up for paperless (saves the Association money); 45% have accessed their portal to date.
 - d. Jonathan can move quicker through the system with their new software. Mailings going out is quicker to homeowners than before (4–5-day lag time and homeowners have a 14 day response time).

V. Old Business

- a. Officer Appointment / Board liaisons
 - a. **SJR moves to appoint Holly as the Vice President; Sam seconded. Motion passed 8-1 with Brad voting no.**
 - b. **Holly moves to appoint Christa as the Secretary; Stephanie seconded. Motion passed 8-0-1 with Christa abstaining.**
- b. La Casita Roof Update
 - a. Marc briefly observed the inside of the roof and has concerns about potential structural issues. He ordered protective gear and will go back into the roof to take photos.
 - b. Brad has concerns that we aren't taking action when we appear to have the money to do so.
 - c. Steve will follow up with auditor Butler Hansen and the reserve study expert to find out where the expense for a repair of the roof would fall (reserve vs operating budget) and if the repair life should be 40 years or shorter.
 - d. Steve will provide a copy of the reserve study and the date that revisions are due to the Master Planning Committee.
- c. Recreation Facilities Access Measures
 - a. **Stephanie moves to approve the trespass enforcement request and to sign and submit for Mesa Police Department to access our private property; SJR seconded. Motion passed unanimously.**
 - b. Signs will be installed tomorrow.



- c. Steve will review camera options and report back to the board.
- d. Management RFP
 - a. Stephanie will combine the two RFP into one RFP with options and will send to the board and the Budget & Finance committee by October 31st and board will review and propose changes to be submitted to identified by November 7th.
 - b. Stephanie will contact Butler Hansen for two additional recommendations beyond City Property and APM.
 - c. **Holly moved to approve sending the finalized draft of the RFP to four companies as discussed above, contingent on any proposed amendments from the Board being adopted; Sam seconded. Motion passed unanimously.**
 - d. Steve made note that board members should send comments/revisions to Stephanie directly and not include the entire board so we don't violate open meeting laws.
- e. Management Contract Addendum (Manager Spend Limit)
 - a. There was a recommendation for an increase in the spend limit from \$1,000 outlined in the City Property contract to \$5,000 to match our policy spend limit.
 - b. **Brad moved to raise the manager spending authority to \$5,000 to align with our purchasing policy and add an addendum to the contract with City Property to reflect the change, pending agreement by both parties to enter into a legally binding agreement by both companies; Stephanie seconded. Motion passed unanimously.**
 - c. Holly moved to consider the General Manager to be equivalent as terminology used in our policy document as Executive Director and/or Community Manager. Holly withdrew her motion.
 - d. Sam moves to amend the definition section in the policy document to reflect that the General Manager role is equivalent to Executive Director and/or Community Manager; Brad seconded. Sam withdrew his motion, and we decided to table this discussion for further review of our policy document and to determine the impact this motion would make on our policies.

VI. New Business

- a. 2025 Budget
 - a. Provided an update previously in our meeting and there are two meeting videos to educate homeowners on the long discussions we've had to date.
- b. Pad Split Letters
 - a. SJR does not believe we have the authority to send letters to the homeowners identified as using their property as a PadSplit.
 - b. Lee (homeowner) provided information about the City of Mesa application for short-term rentals that require them to check with their HOA. These properties in question have not followed the City ordinances or our own CC&R and did not



pay the Association the fee for a rental property.

- c. **Holly moved to send the drafted letters to any homeowners identified as possibly using their property as a PadSplit, with the language in the letter to be amended to match the CC&R language applicable to that home. Motion passed unanimously 8-0-1 with Brad abstaining.**
- c. Aquatic Consulting & Testing Chemical Ratification
 - a. **Sam moves to ratify the decision made by the President and Treasurer to purchase chemicals for the preventive measure to treat algae in our lakes in the amount of 6,745.16; Stephanie seconded. Motion passed unanimously.**
- d. Architectural Committee Chair Appointment
 - a. **Holly moved to appoint Sandra Murray as the Chair of the Architectural Committee (DRAC); Sam seconded. Motion passed unanimously.**
- e. Fall Fish Stocking
 - a. **Stephanie moves to approve restocking the utility fish in the quoted amount of \$9,080.17; Katelyn seconded. Motion passed 8-0-1 with Brad abstaining.**

VII. Homeowner Comments & Correspondence

- a. Board decided to move homeowner comments to the beginning of the agenda starting at the next open meeting. However, if the topic is on the agenda, the request is that homeowners wait until the agenda item to discuss.

VIII. Upcoming Meetings

- a. Thursday, November 14, 2024 at 5:30pm – Board Workshop
- b. Thursday, November 21, 2024 at 5:30pm – Executive Session (closed)
- c. Thursday, November 21, 2024 at 7:00pm – General Session (open)

IX. Adjourn – Sam adjourned the meeting at 9:30 pm.

Respectfully submitted:
Holly Prasetio, Secretary