



**The Dobson Association, Inc.
Board of Director's Executive Session Meeting
Thursday, December 19, 2024 at 5:30 pm
La Casita, Grande Room
2719 S Reyes, Mesa AZ 85202
Zoom and In-Person Meeting**

Members Present:

President: Sam Javelosa

Vice President: Holly Prasetio

Treasurer: Stephanie Fee

Secretary: Christa Tropin

Member: Katelyn Noble

Member: Bradley Bettencourt

Member: Michael Snedeker

Members Absent:

Member: Sandy Murray

Member: Open Seat

Also in Attendance:

Steve Burns, CMCA, AMS, CAAM, Community Manager, City Property Management

I. Call to Order

- a. The meeting was called to order at 7:05 pm.
- b. Pledge of Allegiance
- c. Completed verbal role call to establish quorum. Quorum established; Sandy Murray absent.

II. Approval of Agenda

A motion was made by Holly Prasetio and seconded by Stephanie Fee for the following resolution be adopted: **RESOLVED:** to accept the agenda as presented. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

III. Approval of Previous Meeting Minutes

A motion was made by Holly Prasetio and seconded by Brad Bettencourt for the following resolution be adopted: **RESOLVED:** to table the approval of minutes until the next meeting. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

IV. Open Comments

The floor was open to the membership during this time to express their concerns and or questions, nothing was brought forward at this time.



V. Presidents Report

Same Javelosa thanked Steve Burns and City Property for their help in the transition and the Board Members, Committee Members and everyone for making it a good year.

VI. Treasurer's Report

Stephanie Fee gave a brief recap on the current financials, year is on track so far, possibility of a reserve contribution at the end of the year.

VII. Committee Reports

- a) Recreation Committee – Update given by Jeanne Smith, comedy night being planned for February.
- b) DRAC – Architectural Review – No representative present
- c) Master Planning – Update given by Tim McElrath, committee met on the 4th and is working on finalizing the reserve study list
- d) Water/Lake Management – Update given by Katelyn Noble, Spring Expo being planned for April.
- e) Budget & Finance – Update given by Spencer Jarvis, committee working through the most recent financials then will begin end of year review once the December are available.
- f) Preschool – Update given by Christa Tropin
- g) CC&R (Ad-Hoc) – Meetings on hold until 2025
- h) Policy (Ad-Hoc) – Meetings on hold until 2025 and additional members needed

VIII. Management Report

- a) Facilities Maintenance Report

Steve Burns provided an update on several items:

- Bridge evaluation completed, provided to Board, RFP's in process to obtain bids for recommended work
- Lake 1 fountain warranty issue is still pending a return call from company
- Reserve Study item for master planning committee to remove phone system

IX. Old Business

- a) La Casita Roof Update – To be continued in January

Steve Burns has reached out to the original bidders for this project, two are redoing their bids and will resubmit the remaining vendors have not responded at time.



X. New Business

a) 2025 Holiday Office Closures

A motion was made by Stephanie Fee and seconded by Holly Prasetio for the following resolution be adopted: **RESOLVED:** to amend the holiday schedule removing Good Friday, adding December 26th and add in Labor day, pending employee input. The motion was carried and the resolution adopted by affirmative vote of 6 – 1, Brad Bettencourt opposed.

b) 2025 Board Meeting Schedule – Monthly meetings are the 4th Wednesday of the month

A motion was made by Sam Javelosa and seconded by Holly Prasetio for the following resolution be adopted: **RESOLVED:** to approve the Board meeting schedule and add the organization of officers as part of the general session on April 23rd. The motion was carried and the resolution adopted by affirmative vote of 6 – 1, Brad Bettencourt opposed.

c) Insurance Renewals

A motion was made by Sam Javelosa and seconded by Brad Bettencourt for the following resolution be adopted: **RESOLVED:** to ratify the insurance renewal with Mahoney Group with a total premium of \$184,313. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

NOTES:

- Budget & Finance Committee did not meet to review the renewal quote, due to the time sensitive nature approval was given by the Board which deviates from the normal process.
- Insurance renewal quotes came in lower than anticipated which will leave a surplus in the insurance GL that the Board will need to discuss.
- Steve Burns has been directed by the Board to begin obtaining bids on Roundup Magazine printers. Steve Burns advised that his parents owned a printing company and he could obtain a bid from them. The Board approves Steve Burns to obtain a bid from their printing business for consideration.

d) Compliance Policy Discussion

A motion was made by Brad Bettencourt and seconded by Mike Snedeker for the following resolution be adopted: **RESOLVED:** to table topic until the next meeting. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

e) Communication Discussion

Steve Burns is to develop a phone tree for better resident communications, who do residents contact for different topics.



f) Assessment Schedule Discussion

A motion was made by Sam Javelosa and seconded by Katelyn Noble for the following resolution be adopted: **RESOLVED:** to extend the monthly late fee grace period through the second quarter of 2025 to allow better communication with residents. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

XI. Adjournment

A motion was made by Sam Javelosa to adjourn the general session meeting at 8:59PM. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

Respectfully submitted:

Crystal McFall

Independent Recording Secretary