



**The Dobson Association, Inc.**  
**Board of Directors General Session Meeting**  
**Wednesday, July 23, 2025 at 7:00pm**  
**La Casita, Grande Room 2719 S Reyes, Mesa AZ 85202**

**Members Present:**

President: Bradley Bettencourt  
Vice President: Holly Prasetio  
Treasure: Katelyn Noble  
Member: Sam Javelosa  
Member: Sandy Murray  
Member: Amanda Gutowski  
Member: Linda Burrier

**Members Absent:**

Member: Michael Snedeker  
Member: Marc Lavender

**Homeowners Present: (4)**

**Also in Attendance:**

Steve Burns, CMCA, AMS, CAAM, Community Manager, City Property Management  
Cesar Martinez, Compliance Coordinator/Assistant Manager, City Property Management, acting Independent Recording Secretary  
Chad Turner, Lifestyle Department Manager, Dobson Ranch  
Marc Diaz, Facilities Maintenance Supervisor, Dobson Ranch

**I. Call to Order / Establish Quorum**

- A. The meeting was called to order at 7:05PM.
- B. Pledge of Allegiance
- C. Completed verbal role call to establish quorum. Quorum established

**II. Approval of Agenda**

- A. A **MOTION** was made by Katelyn and seconded by Holly for the following resolution be adopted: **RESOLVED:** to approve agenda. The motion was carried and the resolution adopted by a unanimous, affirmative vote.

**III. Approval of Previous Meeting Minutes**

- A. A **MOTION** was made by Amanda and seconded by Sandy for the following resolution be adopted: **RESOLVED:** to approve June 6, 2025 Emergency Meeting and June 25, 2025 General session meeting minutes. Holly abstained, Motion passed by affirmative vote.

**IV. Open Comments**

- A homeowner mentioned having the Dobson Ranch website calendar be more detailed and include links for events that are happening.

#### **V. President's Report:**

- A. The landscape vendor contract with Agave has been signed and finalized. The monument sign located at Meseto and Alma School remains under repair. The process is currently delayed as we are awaiting vehicle insurance information from the individual who caused the damage. The Reserve Study is currently in progress and is being updated accordingly.

#### **VI. Treasurer's Report:**

- A. Katelyn reported that the Budget and Finance Committee reviewed the financial statements for May and June. Operating expenses in May exceeded the budget, while June's expenses were below budget. She also provided an update on the current status of the Association's investments. Additionally, Katelyn and Stephanie will be completing the transition of Treasurer.

#### **VII. Committee Reports**

A. *Recreation Committee:* Jeanne Smith provided an update noting that the Recreation Committee met however, quorum was not achieved. A suggestion was made to host a "Picnic in the Park" event. Additionally, the committee expressed interest in distributing a community survey, in the Round-Up, regarding any interest to join the Tennis Club.

B. *DRAC - Architectural Review:* Sandy Murray shared that things are going smoothly and that architectural requests are being handled quickly and efficiently.

C. *Master Planning:* Tim McElreth reported that a vote was held to approve the use of dark green for the courts wind screens. He also provided an update on the valve at Lake 3, as well as the lighting improvements planned for the mini park and Lake 8. The Reserve Study is currently underway, and Tim mentioned interest in obtaining additional bids for the Kurapia landscaping project.

D. *Water/Lake Management:* Christa Tropin reported that the committee met and discussed the Kurapia planting project. She noted that the fish population is stable despite the low lake levels. Chemical treatments were also reviewed, along with a discussion regarding the local bird population. The repair and replacement of the broken dock gate at Lake 1 is ongoing.

*E. Budget & Finance:* Michelle Masters reported that the committee met this month to review the May and June financial statements and recommended that the Board accept them as presented. She noted that the budget is currently over for the year, mainly due to projects being completed earlier than anticipated. The committee explained that transferring operating funds to reserves may also have contributed to the overage. They further advised proceeding with the replacement, rather than repair, of the pump room as outlined in the RFP. Additionally, two budget workshops will be scheduled, pending confirmation from committee members. The proposed dates for the workshops are August 18, 20, and 27. These sessions are open to anyone interested in attending.

1. Action Item: Board would like an update on the budget sheet in the September meeting.

*F. Preschool:* Steve provided an update, noting that there was no meeting this month. He also reported that three additional children have enrolled in the preschool program.

*G. CC&R( Ad- Hoc):* No representative was available to present the update.

*H. Policy (Ad-Hoc):* No representative was available to present the update.

### **VIII. Management Report**

Steve Burns presented the Management Report recapping action items, compliance report, and work orders. The reserve study update is in progress. Paid deposit to have the reserve study updated. Steve provided an Audit update they are running behind and mentioned it would be available in 2-3 weeks. The Audit will be on the homeowner portal within 30-days from the date we receive it. Phone calls 216, 44.56% of homeowners have signed up for email statements, 73.36% homeowner portal sign ups, delinquency is down to 9% from the 25% since December. Mailing timeframe has improved. Cesar Martinez presented to the board that he is seeing a lot of dead trees in the community, he mentioned to the homeowners to please address them if you have a dead tree.

*A. Facilities Maintenance Report:* Marc Diaz provided an update on the lake levels, noting that Lakes 1, 2, and 3 are gradually returning to normal. Once the bladder is removed from Lake 3, water levels in the remaining lakes are expected to rise accordingly. He also reported that the splash pad will undergo repairs in the near future and will need to be closed and secured for approximately 2–3 hours during the repair work. Additionally, a privacy window will be installed in the Saratoga bathroom facility. Steve mentioned the pony wall project at the Saratoga wall is underway.

### **IX. Old Business**

- A. No Old Business was discussed in the meeting.

### **X. New Business**

#### **A. Newsletter Advertising Discussion**

- a. Chad opened the floor for questions and discussion from the membership.
  - i. Brad **MOTION**/Holly seconded to approve the Newsletter

advertisement proposal, motion passed unanimously.

**B. Sponsorship Package Discussion**

- a. Katelyn **MOTION**/Amanda seconded approved layout for sponsorship opportunities. The motion passed unanimously.

**C. Los Altos Pump Room Project Discussion**

- a. Sam **MOTION**/Brad seconded and accepted the second option which is installing a 6 inch drain pipe and to follow the scope of the RFP.
  - i. Sam **AMENDED** motion to remove the exact measurements for the drain pipe, allowing flexibility for necessary adjustments. The motion passed unanimously.

**D. Lake Maintenance Discussion**

- a. Steve reported that PumpMan recommended the Association consider investing in an underwater drone to inspect the culvert, with their diver offering to review the footage at no cost. He also noted the potential for a proposal from PumpMan to perform annual dive inspections. Michelle emphasized the urgency of the situation and recommended that the Board move forward with repairing the culverts, citing it as an emergency.
- b. Holly stated for the record that, while this is an unbudgeted expense, it qualifies as an emergency due to the potential impact on the community. She noted that the cost is over \$25,000 preventing management addressing before approval from the board, but the Board has the authority to approve higher amounts if necessary. According to policy, such expenditures are permitted in emergency situations to prevent significant loss to the community or to address safety concerns.
  - i. Brad **MOTION**/Sandy seconded to repair the Lake 3 gate valve culvert for an estimated price of \$47,975 to be pulled from Reserves. The motion passed unanimously.

**XI. Adjournment**

A **MOTION** was made by Brad to adjourn the general session meeting at 8:14PM.

Respectfully submitted:  
Cesar Martinez  
Independent Recording Secretary