

# **Dobson Association Inc. Board of Directors Meeting Minutes for February 21, 2019 (APPROVED 3/21/2019)**

## **Members Present (Absent):**

President: Ron Ricci

Member: Mike Kassel

Vice-President: Sandra Murray

Member: Joan Long

Treasurer: Jeff Brosman

Member: Geoffrey Mackenzie (**Absent**)

Secretary: Louis Thiele

Member: Gary Smith

## **Staff Present:**

Community Manager: Lynelle Glysson

Water Conservation Manager: Craig Wilson

## **Homeowners and Guests Headcount: 36**

### **I. Call to Order**

The President called the meeting to order at 7:02 pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. The Board Members reported no conflicts of interest.

### **II. Homeowner Comments**

**Homeowner Ron Lyzniak**, 2336 W Via Rialto Circle, sought contact information for Mesa city light repairs (provided at meeting) and asked if light poles could be marked with number identification. Action: Community Manager to contact City Coordinator to request action.

**Homeowner Allen Johnson**, 1369 W Kiowa Avenue, provided guidance to the Board regarding ARS 33-16 pertaining to our CC&R Declaration.

**Homeowner John Varga**, 1356 W Nopal, repeated last month's complaint regarding review of his CC&R violation. He expressed displeasure with our position in enforcing CCRs.

**Homeowner Rich Hoppe**, 2550 S Salida Del Sol, provided his experience as a civil engineer enforcing city regulations regarding trucks. He noted that only trucks greater than ¾ ton as well as all commercial trucks would be in violation of our CC&Rs.

**Homeowner Joshua Hadley**, 2356 S Standage, expressed his dissatisfaction with the proposed changes to the Residential CC&R /Architectural Guidelines.

**Homeowner Fred Hurst**, 2716 S Las Flores, discussed the low water level of Lake 8 and asked for personal notification when reduction in water levels are anticipated. The Board informed Mr. Hurst that when the shelf was recently exposed, as planned, that cleanup was immediately performed. Also, the Board explained that advance notice is provided for planned low water levels through the Roundup.

**Homeowner Kenton Miller**, 2139 W Isthmus Loop, had questions about the process for revising the Residential CC&R /Architectural Guidelines, which were answered later in the meeting. The Board acknowledged receipt of his input provided earlier in the day sent via email.

**Homeowner Nate Caine**, 1325 W Keats Avenue, presented 5 issues (with photos) for future attention:

- 1) Consider replacing fallen tree and performing wall maintenance at the Maintenance Yard.
- 2) Consider painting Maintenance Yard gate to a conforming paint color and add our logo.
- 3) Consider better gate at location North of 2410 W Isabella.
- 4) Consider rework for park area behind Macayo's.
- 5) Consider better maintenance of park benches (to prevent corrosion) and selecting higher quality replacements.

**Homeowner Ben Smith**, 2432 S Paseo Lane Circle, expressed his dissatisfaction with the proposed changes to the Residential CC&R /Architectural Guidelines.

**Homeowner Patty Smith**, 2457 S Gaucho, repeated her opinions stated at the last meeting on the raising of boat fees and requirements for boat licensing. The issue was formally addressed later in the meeting.

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## **III. President's Report**

The President decided to forego a report due to the heavy agenda for the evening.

## **IV. Minutes Approval**

Jeff Brosman made a motion to approve the 1/17/2019 Board of Directors Meeting Minutes as written. Louis Thiele seconded the motion and the motion **passed unanimously**.

## **V. Community Manager's (CM) Report**

Our CM, Lynelle Glysson, gave a brief report on staffing activities. She also discussed her approach to CC&R enforcement. Lynelle provided clarification to allowable truck sizes parked in Dobson Ranch, She stated that the new pavilion / stage area is scheduled for completion by the annual meeting on April 9, 2019. She is also setting up a preventative maintenance program. Lynelle reported that five candidates are running to fill three positions on the Board of Directors in April.

## **VI. Committee Reports**

- a) Budget & Finance (B&F) Committee: Michelle Masters from the B&F Committee gave a recap of the February 19<sup>th</sup> meeting, including the five recommendations for approval that were all addressed subsequently at the meeting. The Treasurer, Jeff Brosman, reported that the net income for the month of January exceeded \$26,000.
- b) Master Planning Committee: Sandy Murray reported on the three-hour February 4<sup>th</sup> meeting covering the proposed maintenance to the Rose Garden as well as the Reserve Study Review. Both items were addressed later in the meeting and a copy of the 2019 Reserve Projects is attached to these minutes. Sandy stated that in March the committee will be addressing the Fob replacement and operations deferred maintenance items.
- c) Architectural Committee: Louis Thiel presented information from the attached Architectural Report.
- d) Marketing Committee: Louis Thiel presented information from the attached Marketing Meeting Minutes.
- e) Water Conservation Management (WCM) Committee: Craig Wilson presented information from the attached February 4, 2019 WCM Meeting Minutes.
- f) Lake Habitat Committee: No report.
- g) Ad Hoc Policy Committee: Jeff Brosman reported that work continued by the committee in revising the Architectural & CCR Guidelines (see attached meeting minutes of two workshops held in the past month). Jeff also addressed homeowner comments regarding the process for revising the Residential CC&R /Architectural Guidelines as well as correcting some misinformation previously stated in the meeting.
- h) Recreation Committee: Joan Long reported on the current status of the tennis courts with respect to cracks, imperfections and future reparations. Joan requested that homeowners with tennis court replacement knowledge attend the Recreation Committee or Master Planning Committee to provide their input.

## **VII. Unfinished Business**

Dobson Ranch Architectural Committee (DRAC) Charter: Motion by Jeff Brosman and seconded by Sandy Murray to approve DRAC Charter as shown in the Board Packet with adding recommended change to item 2f) by legal counsel. After one final review by the Board and attendees, the motion **passed unanimously**.

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**VIII. New Business**

- a) Legante Paseo: Motion by Jeff Brosman and seconded by Mike Kassel to approve, as recommended by the B&F Committee, a payment of \$522.50 for a Legante Paseo capitalization project to be expensed to Account #3408, Legante Paseo Sub-association. With minimal discussion the motion **passed unanimously**.
- b) Annual Election Vendor: Motion by Jeff Brosman and seconded by Sandy Murray to approve, as recommended by the B&F Committee, a NTE of \$12,000 expense for utilizing Vote-Now to conduct our annual Board of Directors Election. After some comments from the Community Manager, the motion **passed unanimously**.
- c) Organizational Chart Change: Motion by Jeff Brosman and seconded by Sandy Murray to approve the attached Organizational Chart. The chart changes one position from Supervisor level to Manager level. After a few comments by Board members, the motion **passed unanimously**.
- d) Lake Habitat Committee Charter & Nomination Form: Motion by Gary Smith and seconded by Mike Kassel to approve the Lake Habitat Committee Charter & Nomination Form as presented in the Board Packet. With minimal discussion the motion **passed unanimously**.
- e) Residential CC&R /Architectural Guidelines – one or two documents: Motion by Jeff Brosman and seconded by Joan Long to keep the Residential CC&R /Architectural Guidelines as one document. After considerable discussion by the Board and homeowners, the motion **passed unanimously**.
- f) Rose Garden Repair: Motion by Jeff Brosman and seconded by Joan Long to approve, as recommended by the B&F Committee, the Rose Garden repair at a NTE of \$12,000 that will be accrued to the Operational Contingency Budget Account. With minimal discussion the motion **passed unanimously**.
- g) ADWR Spending Plan: Motion by Jeff Brosman and seconded by Ron Ricci to approve, as recommended by the B&F Committee, the 2019-2020 FY ADWR Spending Plan for Water Conservation Management. After moderate discussion from the Board and homeowners, the motion **passed unanimously**.
- h) Lake 1 Refurbishment Increase Spending: Although the B&F Committee recommended an added \$10K increase to Lake 1 Refurbishment, based upon recent CM and WCM input, motion by Jeff Brosman and seconded by Louis Thiele for approving an additional NTE of \$5,000 (for a total project cost of \$75,000) for the last phase of the Lake 1 Refurbishment. Lynelle, Glysson, Craig Wilson and Michelle Masters concurred with the motion when asked by the President. The motion **passed unanimously**.
- i) Reserve Study – Two Items: 1) Motion by Jeff Brosman and seconded by Sandy Murray to initiate the 2020 Reserve Study for non-site visit by 8/1/19 and complete by 10/15/19 with current vendor. After moderate discussion by the Board and homeowners, the motion **passed unanimously**. 2) Motion by Sandy Murray and seconded by Jeff Brosman to approve recommended 2019 Reserve Projects as presented in the Board Packet (26 Items totaling \$430,000). With minimal discussion the motion **passed unanimously**.
- j) Name the Patio: The Board agreed to request that Marketing revisit the contest and consider republishing the contest information in Rancher's Roundup.
- k) Boat Registration Fees: Motion offered by Jeff Brosman did not receive a second. Motion by Ron Ricci and seconded by Gary Smith to keep the current 2019 Boat Fees “as is” for the remainder of the year. After considerable discussion by the Board and homeowners, the motion **passed 6 to 1**. The decision to keep or change these rates for 2020 will be addressed at a later date.

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**IX. Adjournment**

With no further discussion being desired, the President asked for a motion to adjourn from the attending homeowners. Nate Caine made the motion to adjourn. Allen Johnson seconded the motion. The motion **passed unanimously**. Meeting was adjourned at 9:45 pm.

# 2019 RESERVE PROJECTS REQUEST FOR APPROVAL

Index	Area	Page	Num	Component	Action	Quantity	2019	
							Revised	Notes
1	La Casita: Recreation Center	78	202	Parking Lot	Seal/Repair	Approx 24,550 Sq Ft	\$ 3,350	
5	La Casita: Recreation Center	94	1837	Pop-Up Tents	Replace	(6) Pop-Up Tents	\$ 6,950	
6	La Casita: Pool Area	100	1210	Shade Screens	Replace	(A) (4) Screens: 660 Sq Ft	\$ 4,650	
7	La Casita: Pool Area	103	1243	Pool Pumps	Refurbish	(2) Pentair, 5-HP	\$ 3,200	1 pump this yr
8	La Casita: Clubhouse Exterior	110	1304	Metal Roof	Repair	Approx 5,560 Sq Ft	\$ 13,000	
11	La Casita: Club Interior - Meeting Rooms	122	920	P.A. System	Replace	(1) System	\$ 17,500	
16	Los Altos: Recreation Center	137	406	Picnic Tables	Replace	(A) (5) Tables	\$ 6,350	
17	Los Altos: Clubhouse	157	925	Restrooms	Remodel	(2) Restrooms	\$ 30,600	
18	Saratoga: Recreation Center	161	202	Parking Lot	Seal/Repair	Approx 16,400 Sq Ft	\$ 2,900	
20	Saratoga: Recreation Center	162	406	Picnic Tables	Replace	(5) Tables	\$ 6,350	
21	Saratoga: Recreation Center	163	411	Drinking Fountain	Replace	(1) MDF Fountain	\$ 4,000	(rounded)
22	Saratoga: Recreation Center	165	430	Tennis Courts	Replace	(2) Courts	\$ 20,000	Move forward (rounded)
24	Laguna Park	188	415	Play Equipment	Replace	(B) (4) Xccent Pieces	\$ 7,750	(rounded)
26	Storage Yard	231	1920	Party Trailer	Replace	(1) Trailer	\$ 4,900	(rounded)
27	Storage Yard	232	1940	Wood Chips	Replenish	Approx 175 Cu Yds	\$ 5,950	(rounded)
28	General Common Area	233	407	BBQ Grills	Replace	(11) Grills	\$ 2,500	for only 10 benches
29	General Common Area	235	436	Tennis Benches	Replace	(22) Benches	\$ 15,000	(rounded)
30	General Common Area	236	501	Block Walls	Repair	Approx 74,600 Sq Ft	\$ 15,000	(rounded)
31	General Common Area	237	504	Metal Fence	Repair	Approx 8,700 LF	\$ 10,000	(rounded)
32	General Common Area	239	1005	Landscape Granite	Replenish	Numerous Sq Ft	\$ 13,900	(rounded)
34	Northern Common Area	243	405	Park Furniture	Replace	(9) Benches, (1) Table	\$ 15,400	
35	Southern Common Area	249	404	Park Benches	Replace	(11) 6' Benches	\$ 12,000	(rounded)
36	Southern Common Area	250	520	Metal Fence	Repaint	50% of 5,000 LF	\$ 60,000	all done this yr (rounded)
37	Lakes	255	1703	Lake Edges	Refurbish	(7) Lakes	\$ 19,300	
39	Lakes	263	1746	Control Gate #6	Replace	(1) Gate	\$ 19,300	
40	Lakes	264	1747	Control Gate #7	Replace	(1) Gate	\$ 19,300	
<b>Total</b>							<b>\$ 429,850</b>	

## 2019 RESERVE PROJECTS REQUEST FOR APPROVAL

This list is sorted by Page number (column 3) and follows the sequence of projects in the *Reserve Study* .

The Jan **2019 Original Reserve Study** schedule indicated **39** projects totaling **\$621,070**.

The Feb **2019 Revised Reserve Study** schedule is for **26** projects totaling **\$429,850**.

*(One project was added to the Original list of 39, and 14 projects were deferred to later years.)*

For completeness the full list of 40 projects is shown. For simplicity, the short list of 26 projects is included.

Lines 2, 3, 4 (**LC-Tennis Court**) defers routine and extra replacement items to next year, and are consolidated with the entire replacement of the 4-court tennis center.

Line 9 (**LC-Grande Rm--Tile Floor**) refers to the carpet-tile at the Grande Room exterior entrance. It was already installed in 2018.

Line 10 (**LC-Cabinetry**) is in good condition. Replacement is deferred to a later year.

Lines 12, 13, 14 (**LC-Grande Room**) ceiling and wall remodeling is deferred to a later year.

Line 15 (**LC-Computers**) was deferred to a later year. They do not need replacing this soon.

Lines 19, 23, 33 (**Pole Lights**) are on hold pending recommendations from the lighting consultant.

Line 22 (**Saratoga Tennis Courts**) was moved forward to 2019. The poor conditions could not wait for the scheduled replacement in 2022.

Line 25 (**Maintenance Truck**) was deferred. Based on current condition, add 4 years to Remaining Life.

Line 29 (**Tennis Benches**) was budgeted for replacement with 25 manufactured benches. The revised item is for only 10 benches fabricated by the maintenance staff.

Line 37 (**Lake Edge**) refurbishment will completed ahead of schedule in 2019, and revert to normal annual repairs in 2020.

Line 38 (**Lake Control Gate**) are replaced as warranted. It's unlikely that all three will fail this year, so only two are allocated.

# Architectural Report -Feb. 21 Meeting 2019

## January Improvement Applications

Total 27 valued at \$67,750

- Most of the improvements were the usual Exterior Re-painting, Block wall repair and additions but the largest item was a \$15,000 Solar Power installation.
- There were only 14 Residential Home sales and no trustee Properties or Condos.
- The CC&R Staff cited 191 New Violations a considerable increase over December, reflecting the addition of a full time staff member.  
There were 140 previous notices closed but 50 previous citations were escalated after passing the 21 day time frame.
- The increased focus on CC&R enforcement requested by the Board and assisted by new staff has increased the revenue from fines to \$4,000 this month which is double the amount in December.
- The intention of the Board with CC&R Enforcement is not fine revenue but engaging all Ranch Property owners in following the Guidelines to help make the Ranch look as good as possible.

## **Marketing Meeting Minutes –February 21, 2019**

1. The discussions about the Ranch Web-site that began with the December Marketing Meeting continued with an update from Ron Ricci who is assisting our Community Manager with the search for a new Web-site Contractor. Several of the issues that will help determine which contractor is chosen are the program format, selection of topic or page headers and whether or not to continue to have a Resident Only Section with Password access.

The current site program is written on WORD-PRESS which is not the most flexible or user friendly. To make the site as valuable as possible to Ranch Residents as a source of information our staff needs to be able to modify and update event and other details as swiftly as possible without having to engage IT assistance each time.

2. Ron will continue to assist the Community Manager with IT choices and The Marketing Committee will help with review and suggestions on site design as this remodel moves forward.
3. We had an update from Sandy Murray from the Master Planning Committee on the Plans for The Rose Garden Rebuild. Our Committee is concerned with the Memorial Plaques and mounting stands. Many of these have literally rusted away or are almost illegible and no longer appropriate as memorials. We are searching for a way to standardize both the current Tree and Rose Garden Memorials with future requests that will be more permanent and more visible. The Patio Brick program is a possible choice but this change especially for the Rose Garden stands that already exist will take some negotiation.
4. Since the Patio Project is moving forward we will be contacting the Official Ranch Clubs to determine how they want the Text on the bricks provided by the Ranch to read.



Minutes of the WMC Meeting held on February 4th, 2019

Committee attendees were Craig Wilson (WRM), Ed Ricci, Dusti Ide, Alec Hansen, Scudder Black, Kathrine Bloomquist and I. Also attending was our community manager Lynelle Glysson and board president Ron Ricci and board liaison Gary Smith. Guests from the Landings HOA included Renee Gorman, Steve Kandybowicz and Daryl Gerke. The meeting started at 5:35 PM.

The Water Resources Manager provided an overview of the lake status, water consumption, and lake health. Craig noted that the lakes are approximately 30 a-f below nominal levels. This is caused by the need to complete the Lake 1 shelf repair. When this work is completed we will retake water from SRP. Alec presented information on Irrigation and Electric consumption rates for the year and noted that are smart controllers are doing their job.

SRP is once again holding a Water Management Expo at the PERA Club facility on March 2<sup>nd</sup>. They will have lots on vendors and they will raffle off some smart controllers.

Katherine reported that everything is on track for our own Water Management Expo scheduled as part of the Pancake breakfast on April 6<sup>th</sup>. The event will have 14 exhibitors, raffles for 2 smart controllers and a Lady Bug release for the children.

The recent cold snap produced a Tilapia fish kill in Lake 1. This seems to have to have been the only lake affected.

A discussion was held regarding the potential invasion of mussels into our Lakes through the canal system. We have set some trapping devices in Lake 1 and so far the results are negative. This potential problem will continue to be monitored by Craig, staff and Dr. Amalfi.

There being no further business, the meeting was adjourned at 6:15 PM.

Submitted by,  
Ron Magaw, Chairman WMC