



The Dobson Association, Inc.
Board of Director's Open Working Session
Tuesday March 14, 2023 at 6:30 pm
2719 S Reyes, Mesa AZ 85202

WORKSHOP Meeting Minutes – Approved March 23, 2023

Members:

President: Nicole Lynam

Vice President: Kathleen Tolar

Treasurer: Stephanie Fee

Secretary: Michael Snedeker

Director: Chris Diamond – absent

Director: Richard Bitner

Director: Sandy Murray

Director: Christa Tropin

Director: Randy Harvey

Staff: None Present

Residents: One resident present

I. Call to Order

- a. The meeting was called to order by President, Nicole Lynam, at 7:01 pm.
Quorum Established.

II. Old Business (Discussion Only)

- a. **Saratoga Remodel Update (no vote needed)**
 - i. Pool Pump – Pool equipment location conflicts with required electric panel clearance and needs to be resolved prior to final inspection approval. Pool equipment on 2023 Reserve for replacement.
 - ii. Progress Update – Staff is working on electric panel clearance items and Key Fob access. Those should be the last items needed to open the building.
- b. **Extend to 120 Day Project Moratorium (Place on Open BOD Agenda)**
 - i. Projects in progress to continue. Moratorium will allow for current projects to be completed and staff to complete internal audits.



c. **Laguna Park Bathroom**

- i. Suggestion to relocate the new restroom to La Casita instead of Laguna Park. Board is not in favor of relocating restroom. **(No vote needed. Prior approval stands)**
- ii. Board would like to pursue assessing installation of an additional restroom at La Casita. Direct to Master Planning. **(Place on Open BOD Agenda)**
- iii. Laguna Park Bathroom still in permit review with City of Mesa and staff is obtaining bids **(No vote needed)**

d. **La Casita A/V (Defer - No vote needed)**

- i. Still getting bids. Suggestion by staff to delay until after project moratorium and internal audits. Computer streaming seems to be adequate until better system is installed. Complaints about video link not being found or working properly. Suggestion to have staff make videos unrestricted access.

III. **New Business (Discussion Only)**

a. Payroll Company – Greenlink vs Paylocity **(Place on Open BOD Agenda)**

- i. Provide details and bids. **More information needed prior to vote.**

b. Website Design – **(Preliminary - No Vote Needed)**

- i. Comments stating that current website needs some work but don't think urgent need to hire new web designer right now. Would like staff to assess alternate vendors and obtain min. 3 bids before proceeding. **More information needed prior to vote.**

c. Maintenance & Landscaping Update

- i. Department Update – **(No Vote Needed)**
 1. Discussion regarding staffing changes
- ii. Playground Inspections – **(Preliminary - No Vote Needed)**
 1. Outsource to qualified Inspector.
- iii. OSHA Compliance – **(No Vote Needed)**
 1. Staff assessing compliance in all areas and departments.
- iv. La Casita Roof Replacement – **(Place on Open BOD Agenda)**



1. Suggestion to replace La Casita roof due to leaking, combine reserve items. **Questions:** Will bringing future reserve line items up defer other reserve projects? Mold Remediation & Cost? Multiple Bids? **More information needed prior to vote.**
- v. Los Altos Pool Pumps –
 1. Pump room has improper drainage and ventilation, creating a safety hazard. Request staff to repair ASAP. Pool equipment on 2023 Reserve for replacement. **Questions:** Can equipment be relocated to exterior with fence enclosure and shade, same as La Casita and Saratoga pool equipment? **More information needed prior to vote.**
- d. Reserve Study Company **(No Vote Needed)**
 - i. Suggestion to hire Association Reserves, instead of Smart Property. Board is currently not in favor of switching. **Prior approval stands.**
- e. Financial Update
 - i. Barkan – Contract ends late 2024. Assess local alternatives by end of contract. **(Preliminary - No Vote Needed)**
 - ii. Internal Financial Audit – Staff working internally and with existing consultants for deep audit and cleanup of Dobson Ranch financials. Board will be updated as it progresses. **(Preliminary - No Vote Needed)**
- f. Key Fob System – Audit – Southwest Access **(No Vote Needed)**
 - i. Southwest Access performing full audit of key fob system
- g. Homeowner/Committee/Board/Staff Communication Process **(Place on Open BOD Agenda)**
- IV. Discussed previously approved Communication SOP approved in 2018 and suggested modifications. Board & Staff Liaisons should be included in committee communication process.
- V. **Adjourn** – Motion unanimously carried to adjourn at 8:36 pm.