

**Dobson Association Inc. Board of Directors Meeting Minutes for November 21, 2019**

**(Approved at the December 19, 2019 BoD Meeting)**

**Members Present:**

President: Sandy Murray  
Vice President: Allen Johnson  
Secretary: Louis Thiele  
Treasurer: Joan Long

Member: Stephanie Fee  
Member: Mike McAfee  
Member: Mike Snedeker

**Staff Present:**

Executive Director: Lynelle Glysson  
Finance Manager: Lisa Morse  
Code Compliance Supervisor: Annie Vaugier  
Administrative Assistant: Carolyn Burlison

**Homeowners and Guests Headcount: 20**

**I. Call to Order**

Sandy Murray, President, called the meeting to order at 7:00 pm, and lead the Pledge of Allegiance. Ben Smith was not present at the Board meeting. Roll call established a Quorum and no conflict of interest reported.

**II. Homeowner Comments**

**Nate Cain 1325 W Keats** – Concerns about the maintenance of the Tennis Courts, regular maintenance of the recreation building and the lighting on the Foot Bridge.

**III. President's Comments:**

Sandy Murray stated the Fall Festival was a great success and read a letter from an owner stating the Fall Festival was a great event and had positive comments for everyone that had a part in setting up the event.

**IV. Minutes Approval:**

Motion made by Allen Johnson and seconded by Louis Thiele to approve the October 17, 2019 minutes as presented in the packet. Motion **passed unanimously**.

**V. Executive Director Report:**

Lynelle Glysson, Executive Director, announced that we have a new CCR inspector and Annie Vaugier is in the process of training Betsy Houde for the position.

**Reserve Project:** Marketing and Master Planning will be looking at tables, benches and signage options. Dennis will complete the projects when these are decided. PA System and Los Altos bathrooms will not be completed. Projects were re-evaluated and rescheduled in order of importance.

**Roundup/Website:** Still reviewing website designs. Once that is decided we should be able to move quickly on moving to the new Website.

**Capital Improvement:** Aeration is still being considered by Lake Habitat. Dennis is getting proposals for Lake 8 fountain, installation, electrical, permits, etc.

**Year End:** We are working on year end letters and statements for residents. Due to a new law, statements will be sent quarterly instead of sending out coupon books this year. Letters with 2020 assessments will be going out end of November and quarterly statements will be going out January, April, July and October for 2020.

**Signage:** Dennis and Lynelle inventoried the signage and there are currently 96 signs. These signs need to be condensed to streamline the signage and have a uniform appearance.

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## **VI. Committee Reports:**

### **a) Budget and Finance Committee:**

The Committee met this past Monday. In October we saw a net revenue of \$76,000. The Committee reviewed the Financial Income Statement and received responses from Lisa Morse in those areas. We would like to thank Lisa for getting comfortable and familiar with the financials. Investment Updates: We have \$4.081 million dollars invested in various accounts and will be managed by Lisa Morse Financial Manager and Joan Long the Board Treasurer. The Committee reviewed two proposals that were presented to the Committee. One was the Shade Structure that was tabled until additional detail and support was provided for the recommendation that was being made and the other was the Pool Maintenance which was presented and made recommendation. Additional review of the 2020 Budget Proposal was recommended to the Board for approval as presented to the Committee.

### **b) Master Planning Committee:** Sandy Murray reported the Committee met November 1, 2019. Lake 1 Lighting and Laguna Park Lighting was discussed. A lighting consultant recommendation is in process. Saratoga Tennis Court is complete, paint and sign to be corrected. Master Planning Charter was reviewed and accepted and sent to the Board for approval. Committee recommended Tim McElrath as a new member for Board approval. The Committee reviewed the Reserve Study which is the Executive Report and is sent to the Board for approval with the projects that are scheduled to be done in 2020. The Committee is looking at updating the landscaping on some of the corners on Dobson Ranch and reference was made to the one at Dobson/Keating. The Committee is considering asking the City of Mesa to make sure Dobson Ranch is allowed to landscape those corners.

### **c) Architectural Committee:** Louis Thiele reported there were 42 home sales and 3 Trustee home sales for the month. Received 33 Architectural Applications for total of \$192,470. CC&R cited 206 new notices in October with 143 Closed and 56 escalated past the 21-day limit. New CCR inspector hired which completes a full staffing group. This will allow weekend observation of violations of Ranch vehicle and trailer parking rules.

### **d) Marketing Committee:** The Committee met on November 4<sup>th</sup>. Sign inspections continue and we received a report that the bathroom signs are not appropriate. Sign issue is part of the Reserve Study. Some of the signs require a lot of maintenance and we are trying to find a good material that does not need to be cleaned every six months. Master Planning and Marketing will have a combined meeting on January 10<sup>th</sup>, the Committee will review all the park accessories, benches, garbage bins and pet bins. etc. The Website will be done in January.

### **e) Water Management Committee:** Craig Wilson reported the Committee met as scheduled and discussed the conditions of the Lakes. The Ranch received 1.4 inches of water over the past 3 days. The water has been shut off to the Lakes since last week due to the rain. The primary discussion dealt with the ADWR to come up with the 4<sup>th</sup> and 5<sup>th</sup> Management Plan. We attended several meetings and have come to an agreement or a consensus to share with ADWR and would like to discuss at our next meeting on December 2<sup>nd</sup>. We will have our water attorney who has been working with ADWR to come up with a process where we do not have to go through stipulations etc. He encouraged any of the residents and the Board of Directors to attend this meeting.

### **f) Lake Habitat:** Allen Johnson reported that the committee had their meeting and the primary focus was on plans for the Spring fish purchase. Discussion on the aeration for Lake 8 and beyond will continue.

### **g) Recreation Committee:** Allen Johnson reported the Committee met on November 5<sup>th</sup> and he commented about past events and upcoming events for December. On December 7<sup>th</sup> will be Winter Wonderland which will include the Boat Parade. New this year is Parents Night out. Accommodations will be made to watch the kids if any parents want a night out. Saratoga Tennis Court resurface is complete and over seeding of the Parks is complete. The La Casita Tennis Court renovation is on-going.

### **h) Ad Hoc Committee:** None

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**VII. Unfinished Business:**

- a. **Watercraft Fees:** Motion made by Stephanie Fee and seconded by Mike McAfee to charge a **one-time** fee of \$15 per watercraft beginning in 2020. Motion **passed unanimously**.
- b. **Fishing License Fees:** Motion made by Stephanie Fee and seconded by Mike McAfee to charge \$5 for member, \$10 for member family, \$10 for non-member and \$20 for non-member family and all proceeds over and above the expense of paying for the License will be set aside for fish stock. Motion **passed unanimously**.
- c. **Fine Schedule for Violations:** Motion made by Stephanie Fee to accept the Fine Schedule recommended by DRAC. Allen Johnson made a motion to amend that motion to accept the Fine Schedule recommended by DRAC with the exception to eliminate the item for Non-Residential use and/or Prohibited Rental fee from the schedule. The motion made by Allen Johnson was seconded by Louis Thiele. Motion **passed. One member abstained**.
- d. **Shade Structure:** Motion made by Stephanie Fee and seconded by Sandy Murray to accept the bid from SunState Recreation to install the Shade Structure at Laguna Park. Motion **passed unanimously**.
- e. **Pool Maintenance:** Motion made by Stephane Fee and seconded by Louis Thiele to accept Raven Pool Service for Pool Maintenance. Motion **passed unanimously**.

**VIII. New Business**

- a. **2020 Reserve Study:** Motion made by Stephanie Fee and seconded by Sandy Murray to approve the 2020 Reserve Study. Motion **passed unanimously**.
- b. **Budget and Finance Charter:** **Tabled.**
- c. **Master Planning Charter:** **Tabled.**
- d. **Master Planning Membership:** Motion made by Sandy Murray and seconded by Allen Johnson to accept Tim McElrath as a member of the Master Planning Committee. Motion **passed unanimously**.
- e. **Employee Handbook:** Motion made by Allen Johnson and seconded by Stephanie Fee to accept the newly revised Employee Handbook. Motion **passed unanimously**.
- f. **Board Policy:** **Tabled.**
- g. **2020 Draft Budget:** Motion made by Louis Thiele and seconded by Allen Johnson to approve the 2020 Draft Budget. **Motion passed unanimously**.

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**IX. Discussion**

- a) **Review of Executive Director's recommendation for alternatives to our current General Counsel:**

The Executive Director stated she had completed research for General Counsel per instructions from the Board. Allen Johnson recommended in order to move forward as an Association and as a Board to start over with a new General Counsel. The preference being a local firm, with local roots, with their main office here and a good reputation within the community. Motion made by Stephanie Fee and seconded by Allen Johnson to change General Counsel to Krupnik and Speas. Motion **passed unanimously**.

#### **X. Adjournment**

With no further discussion, Mike Snedeker made the motion to adjourn. Louis Thiele seconded the motion. The motion **passed unanimously**. Meeting was adjourned at 9:25 pm.