

**THE DOBSON ASSOCIATION, INC.
BOARD OF DIRECTORS
MINUTES OF BOARD MEETING**

January 18, 2018 – 7:00 P.M.

Members Present:

Frank Mizner	President
Susan Powers	Vice President
Laurie Moe	Secretary
Jeff Brosman	Member
Stacy Holmstedt	Member
Sandra Murray	Member
Ron Ricci	Member
George Tihanyi	Member

Staff Members Present:

David L. Jones Executive Director
Susan Richards Associate Director of Community Relations

Excused Absence:

Bob Radisich Treasurer

Call to Order:

Roll call was performed. With quorum being met, the meeting was called to order by President Frank Mizner at 7:00 p.m.

HOMEOWNER COMMENTS:

Homeowner Rose Mary Kauffman, 2454 W Kilarea, commented on La Casita tennis court access and usage.

Homeowner Joan Long, 1803 W Kiowa, commented on Board of Director election, electronic voting, and lake restrictions.

Homeowner Lyneta Stevens, 2420 W Via Rialto, commented on La Casita tennis court access and usage.

Homeowner Nathanael Caine, 1325 W Keats, commented on block walls, Association staff, weeds, monument sign lighting, canvas signage, the gate at Dennis Kavanaugh park, and Board of Director meetings.

Homeowner Corliss Dittion, 2338 W Lindner # 36, gave an update on improvements occurring at the Landings.

Homeowner Geraldine Okun 2227 S Catarina, commented on Association tennis court access and usage.

PRESIDENTS REPORT:

President, Frank Mizner gave a report.

APPROVAL OF THE MINUTES:

MOTION: Ron Ricci motioned to approve the December meeting minutes with the stipulation of Laurie Moe being an excused absence. George Tihanyi seconded. Motion carried.

DIRECTORS REPORT:

Executive Director, David Jones gave the Directors Report.

COMMITTEE REPORTS:

Marketing Committee:

Stacy Holmstedt gave a report.

Finance Management Committee:

Frank Mizner and David Jones gave reports.

Master Planning Committee:

George Tihanyi gave a report.

Water Management Committee:

Jeff Brosman gave a report.

Recreation Committee:

Susan Powers gave a report.

Architectural Control Committee:

Laurie Moe gave a report.

AdHoc Document Committee:

Frank Mizner gave a report.

New Business:

ADWR / Water Conservation Budget:

MOTION: Jeff Brosman motioned to approve the ADWR / Water Conservation budget, covering 2017-2018 and 2018-2019, as stated. Susan Powers seconded. Motion carried.

Lake Edge Refurbishment:

MOTION: Jeff Brosman motioned to approve 250 tons of rock for the lake edge refurbishment project, a reserve expense, not to exceed \$5,000.00. Ron Ricci seconded. Motion carried.

Los Altos Leisure Pool / Saratoga Pool / Deck:

MOTION: Jeff Brosman motioned to approve the Los Altos leisure pool, Saratoga pool, and deck project, a reserve expense, not to exceed \$150,000.00. Sandra Murray seconded. Motion failed with Ron Ricci, Stacy Holmstedt, Jeff Brosman, and Sandra Murray voting for the motion and George Tihanyi, Laurie Moe, Frank Mizner, and Susan Powers voting against the motion.

MOTION: Frank Mizner motioned to approve the Los Altos leisure pool, Saratoga pool, and deck project, a reserve expense, not to exceed \$156,000.00, as recommended by the Budget and Finance committee. Susan Powers seconded. Motion carried.

ADJOURNMENT: Meeting adjourned at 8:25p.m.

**THE DOBSON ASSOCIATION, INC.
BOARD OF DIRECTORS
MINUTES OF BOARD MEETING**

February 15, 2018 – 7:00 P.M.

Members Present:

Frank Mizner	President
Susan Powers	Vice President
Bob Radisich	Treasurer
Laurie Moe	Secretary
Jeff Brosman	Member
Stacy Holmstedt	Member
Sandra Murray	Member
Ron Ricci	Member
George Tihanyi	Member

Staff Members Present:

David L. Jones Executive Director
Susan Richards Associate Director of Community Relations

Call to Order:

Roll call was performed. With quorum being met, the meeting was called to order by President Frank Mizner at 7:00 p.m.

HOMEOWNER COMMENTS:

Homeowner Lynda Bailey, 1860 W Milagro, commented on La Casita tennis court access and usage.

Homeowner Robert Belisle, 2028 S Paseo Loma, commented on Association staff, Association lakes, and wanting to institute a homeowner panel to review operational policies.

Homeowner Gary Smith, 2746 W Madero, commented on a dead tree, putting a Lions Club glasses donation box in the lobby at La Casita, and turtles in Association lakes.

Homeowner Nathanael Caine, 1325 W Keats, commented on block walls, monument sign lighting, event signage, rules regarding homeowner comments at the Annual meeting, and grounds in front of Water Works Condominiums.

PRESIDENTS REPORT:

President, Frank Mizner gave a report.

APPROVAL OF THE MINUTES:

MOTION: Susan Powers motioned to approve the January meeting minutes. Bob Radisich seconded. Motion carried.

DIRECTORS REPORT:

Executive Director, David Jones gave the Directors Report.

COMMITTEE REPORTS:

Marketing Committee:

Stacy Holmstedt gave a report.

Finance Management Committee:

Treasurer Bob Radisich gave a report.

Master Planning Committee:

George Tihanyi gave a report.

Water Management Committee:

Jeff Brosman gave a report.

Recreation Committee:

Susan Powers gave a report.

Architectural Control Committee:

Laurie Moe gave a report.

AdHoc Document Committee:

Frank Mizner gave a report.

New Business:

Dobson Greens Rental Co-Share Request:

MOTION: Jeff Brosman motioned to approve the request from Dobson Greens of releasing rental co-share funds in the amount of \$1330.00. Bob Radisich seconded. Motion carried.

La Casita Grande / Chica / Kitchen Flooring:

MOTION: Frank Mizner motioned to follow the Budget and Finance committee's recommendation to defer action on the floor and direct staff to come up with solutions to resolve the water issue where the floor is buckling. Ron Ricci seconded. Motion carried.

Residential Architectural Guideline Revisions:

MOTION: Bob Radisich motioned to accept the proposed changes as presented. Stacy Holmstedt seconded. Motion carried.

Common Area Guideline Revisions:

MOTION: Jeff Brosman motioned to accept the proposed changes as presented. Susan Powers seconded. Motion carried.

ADJOURNMENT: Meeting adjourned at 8:03p.m.

**THE DOBSON ASSOCIATION, INC.
BOARD OF DIRECTORS
MINUTES OF BOARD MEETING**

March 15, 2018 – 7:00 P.M.

Members Present:

Frank Mizner	President
Susan Powers	Vice President
Bob Radisich	Treasurer
Laurie Moe	Secretary
Jeff Brosman	Member
Stacy Holmstedt	Member
Sandra Murray	Member
Ron Ricci	Member
George Tihanyi	Member

Staff Members Present:

David L. Jones Executive Director
Susan Richards Associate Director of Community Relations

Call to Order:

Roll call was performed. With quorum being met, the meeting was called to order by President Frank Mizner at 7:00 p.m.

HOMEOWNER COMMENTS:

Homeowner Nathanael Caine, 1325 W Keats, commented on CC&Rs and restrooms at Laguna Park.

Homeowner Alan Robinson, 1841 W Navarro, commented on feral cats and the Associations' documents.

Homeowner Patricia Smith, 2457 S Gaucho, commented on room rentals at La Casita, fob usage, and the kitchen at Saratoga.

Homeowner Manelle Williamson, 2519 W Madero, commented on the Associations' neighborhoods, Association spending, and restrooms at Laguna Park.

PRESIDENTS REPORT:

President, Frank Mizner gave a report.

APPROVAL OF THE MINUTES:

MOTION: Susan Powers motioned to approve the February meeting minutes. George Tihanyi seconded. Motion carried unanimously.

PRESENTATION BY GRACE COMPANY REGARDING FIESTA QUADRANT DEVELOPMENT:

The Grace Company development team presented development plans for the northwest corner of Southern Avenue and Alma School Road.

DIRECTORS REPORT:

Executive Director, David Jones gave the Directors Report.

COMMITTEE REPORTS:

Marketing Committee:

Stacy Holmstedt gave a report.

Finance Management Committee:

Treasurer Bob Radisich gave a report.

Master Planning Committee:

George Tihanyi gave a report.

Water Management Committee:

Jeff Brosman gave a report.

Recreation Committee:

Susan Powers gave a report.

Architectural Control Committee:

Laurie Moe gave a report.

AdHoc Document Committee:

Frank Mizner gave a report.

New Business:

Dobson Bay Club Rental Co-Share Request:

MOTION: Susan Powers motioned to approve the request from Dobson Bay Club of releasing rental co-share funds in the amount of \$2755.00. Stacy Holmstedt seconded. Motion carried unanimously.

Bylaw Addition:

MOTION: Bob Radisich motioned approve the Bylaw change as proposed. Susan Powers seconded. Motion carried with Frank Mizner, Susan Powers, Bob Radisich, Stacy Holmstedt, and George Tihanyi voting for the motion and Laurie Moe, Jeff Brosman, Sandra Murray, and Ron Ricci voting against the motion.

Board of Directors Code of Conduct:

MOTION: Laurie Moe motioned to approve the Board Code of Conduct as presented. Bob Radisich seconded. Motion carried with Frank Mizner, Susan Powers, Bob Radisich, Laurie Moe, Stacy Holmstedt, and George Tihanyi voting for the motion and Jeff Brosman, Sandra Murray, and Ron Ricci voting against the motion.

Board of Directors Communications SOP:

MOTION: Susan Powers motioned to accept the proposed change to the Board Communications SOP as presented. Laurie Moe seconded. Motion carried with Sandra Murray voting against the motion.

Committee Status – Marketing and Master Planning:

Marketing Committee will meet on an Adhoc basis as needed.

Master Planning Committee status to be tabled until after upcoming Master Planning Committee meeting.

Website – Idea Wall and Searchable PDFs:

MOTION: Stacy Holmstedt motioned to update documents on the website to be searchable, not to exceed \$5,000.00, amended -- not to exceed \$2,000.00. Ron Ricci seconded. Motion carries unanimously.

Idea Wall: Stacy Holmstedt discussed the Idea Wall; to be utilized over the summer, cost is \$10.00 per month, and staff will monitor feedback.

Laguna Shores Tennis Court:

MOTION: Jeff Brosman motioned to approve refurbishment of the Laguna Shores tennis court, as recommended by the Budget and Finance Committee, hiring vendor General Acrylics, a reserve expense, not to exceed \$132,000. Laurie Moe seconded. Motion carried unanimously.

ADJOURNMENT: Meeting adjourned at 9:36 p.m.

THE DOBSON ASSOCIATION, INC.
BOARD OF DIRECTORS
MINUTES OF ELECTION OF OFFICERS MEETING
APRIL 18, 2018 – 5:30 P.M.

Members Present:

Frank Mizner	President
Laurie Moe	Secretary
Jeff Brosman	Member
Joan Long	Member
Ron Ricci	Member
Gary Smith	Member
Louis Thiele	Member

Excused Absence:

Stacy Holmstedt	Member
Sandra Murray	Member

Staff Members Present:

David L. Jones Executive Director
Susan Richards Associate Director of Community Relations

Call to Order:

Roll call was performed. Stacy Holmstedt voting by proxy via Laurie Moe and Sandra Murray voting by proxy via Ron Ricci. With quorum being met the meeting was called to order by President Frank Mizner at 5:30 p.m.

Election of Board Officers:

Association President: Laurie Moe nominated Joan Long for President, Joan Long declined the nomination. Jeff Brosman nominated Ron Ricci for President, Joan Long seconded. Ron Ricci accepted the nomination. The Board of Directors voted and elected Ron Ricci as Association President, with one nay by Frank Mizner.

Association Vice President: Ron Ricci nominated Sandra Murray for Vice President, Joan Long seconded; Sandra Murray accepted the nomination. Laurie Moe nominated Stacy Holmstedt for Vice President, Frank Mizner seconded; Stacy Holmstedt accepted the nomination. The Board of Directors voted and elected Sandra Murray as Association Vice President, with nay votes by Stacy Holmstedt, Frank Mizner, and Laurie Moe.

Association Treasurer: Ron Ricci nominated Jeff Brosman for Treasurer, Louis Thiele seconded; Jeff Brosman accepted the nomination. Laurie Moe nominated Stacy Holmstedt as Treasurer, there was no second. The Board of Directors voted and elected Jeff Brosman as Association Treasurer, with nay votes by Stacy Holmstedt, Frank Mizner, and Laurie Moe.

Association Secretary: Jeff Brosman nominated Stacy Holmstedt for Secretary, Laurie Moe seconded; Stacy Holmstedt accepted the nomination. There were no other nominations for Secretary. The Board of Directors voted and elected Stacy Holmstedt as Association secretary, unanimously.

Adjournment: Meeting adjourned at 5:42 pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for
April 23, 2018 (APPROVED 5/17/2018)**

Members Present:

President: Ron Ricci

Vice-President: Sandra Murray

Treasurer: Jeff Brosman

Member: Joan Long

Member: Frank Mizner

Member: Laurie Moe

Member: Gary Smith

Member: Louis Thiele

Staff Members Present:

Executive Director: David L. Jones

Assoc. Dir. of Community Relations: Susan Richards

Homeowners and Guests Headcount:

41

Call to Order:

Since Secretary Stacy Holmstedt was absent, President Ron Ricci appointed Treasurer Jeff Brosman to record the meeting minutes. It was reported by Laurie Moe that Stacy Holmstedt gave her proxy vote to Laurie. Roll call was performed and with quorum being met, the President called the meeting to order at 6:30pm, followed by the Pledge of Allegiance.

Homeowner Comments:

Homeowner Denise Snedeker, 1349 W Mendoza, requested that the swimming pools be open during Memorial Day, 4th of July and Labor Day. David Jones informed Denise that pools located at Los Altos and Saratoga are open for said days, but La Casita pool is closed. Denise accepted answer, so issue considered closed.

Homeowner Nate Caine, 1325 W Keats, had six comments: 1) Thank you for painting wall at Meseto and Alma School; 2) The Monument Sign at Alma School and Medina was fixed, but can the metal cactus be fixed (Open); 3) Reported that several homeowners he talked to at recent garage sales feel CC&R enforcement is not consistently enforced and gave examples regarding Christmas lights and garbage bins being left out all week long; 4) Website suggestion to put documents in PDF so that they can be printed (e.g. tonight's agenda, which later in the meeting Susan Richards indicated she could do); 5) Can staff provide homeowners with FOB data information regarding facility usage? (Open); and 6) Can staff provide information on usage of the pontoon boat? (Open).

Homeowner Kathrine Blomquist, 2051 S Estrella Circle, thanked Staff and Board for the on-going use of recycling receptacles and asked for more coverage at some of the lakes. (Open)

Homeowner Jackie Butler-Diaz, 1439 W Mendoza, loves to kayak and has been 7th on the list for years for a slip at Lake 7 and asks if some slips can be added at Lake 7 just for kayaks? (Open)

Homeowner Leandro Echeverria, 2251 S Las Flores, was complimentary in general about the Ranch as a newer resident, but asked, can the HOA do something about a house in his neighborhood where people are living in the front yard in a tent, utilizing neighbors' electricity and claims some drug and theft issues have been observed? (Open)

President's Report:

"We have a lot to cover tonight, so I will keep my President's Report brief. Let me just say that obviously there has been a significant change in the composition of this Board as a result of the past two elections. The homeowners have spoken in a large voice that they desire a change in the way things have been handled in recent years by the HOA leadership. I want the homeowners to know that I have heard your message, that the new Officers of this Board understand your message, and that the new Members of this Board were elected because of that message.

Dobson Association Inc. Board of Directors Meeting Minutes for April 23, 2018 (APPROVED 5/17/2018)

Therefore, we intend the following guidelines to channel our course of action this coming year, namely to:

1. Have this HOA operate in a more transparent manner
2. Improve communication to the homeowner, both generally as well as to particular individual homeowner matters
3. Hold staff leadership more accountable for their activities
4. Reverse the trend of reducing homeowner input and
5. Improve financial management and transparency of the HOA.

We understand that the HOA exists to help maintain property values at reasonably high levels while maintaining as low as possible assessment rates within The Articles of Incorporation which state the Association is to provide for maintenance and preservation of the lakes, dry land and Common Areas. Furthermore, the HOA exists to foster a sense of community within Dobson Ranch. It is NOT the function of this HOA to operate in such a manner as to enlarge itself or become its own objective of self-preservation or magnification. Therefore, we shall work for the collective well being of our homeowners and our community. We shall strive to treat all homeowners equally and with respect. We ask from you, the homeowner, for your understanding, and with anticipation, your support, for these Board Members as they voluntarily serve you to better our community. Thank you.

And now, let's move to the next agenda item, which is to establish our committee members for this upcoming year."

Establish Committee Members:

The President through contacting of members and asking for volunteers established the following proposed committee membership for the forthcoming year (current resident committee members remain; but are not listed).

1. **Finance & Budget:** Dan Romans (Chairman); Members: Jeff Brosman, Joan Long (if allowed by policy)
2. **Master Planning:** Sandra Murray (Chairwoman); Members: Ron Ricci, Louis Thiele
3. **Architectural:** Laurie Moe (Board Liaison) plus three homeowners
4. **Water Management:** Ron Magaw (Chairman); Member: Gary Smith
5. **Marketing:** Stacy H Holmstedt (Chairwoman); Members: Sandra Murray, Ron Ricci
6. **Policies & Procedures:** Jeff Brosman (Chairman); Members: Sandra Murray, Ron Ricci
7. **Recreation:** Louis Thiele (Liaison)

Motion: Jeff Brosman made a motion to approve committee members as presented. Laurie Moe seconded. With no further discussion, motion passed **unanimously**.

Homeowner Comments Time Limit

Motion: Jeff Brosman made a motion to increase 3-minute time limit to 5 minutes for homeowner comments at Board meetings subject to president's discretion to limit time further when multiple speakers are speaking on the same subject. Gary Smith seconded. With no further discussion, motion passed **unanimously**.

Documents-Separate Conflict of Interest and Code of Conduct

Motion: Frank Mizner made a motion to suspend this item until May Board Meeting. Laurie Moe seconded. After much discussion from Board Members and homeowners where it was agreed the two documents will be provided in next month's Board Packet, the motion passed **unanimously**.

Dobson Association Inc. Board of Directors Meeting Minutes for

April 23, 2018 (APPROVED 5/17/2018)

Employee Meet & Greet With Board

David Jones took action item to setup a Monday or Friday morning meeting for employees to meet the Board at La Casita.

Executive Director Limitations

Motion: Jeff Brosman made a motion to reduce Executive Director expenditure authority without Board approval from \$15,000 to \$3,000. Louis Thiele seconded. Much discussion from every Board Member as well as several homeowners ensued from citing examples of past issues, policies currently in place for emergencies, spending concerns, keeping the Board informed, et al. Motion was passed 6 to 3 (with Stacy Holmstedt via proxy, Frank Mizner and Laurie Moe voting "Nay").

Motion: Jeff Brosman made a motion that negotiation, execution and communications with Legal Counsel shall be performed by the President with Board concurrence. Sandra Murray seconded. After much discussion among the Board members regarding the meaning of the terms: "contract" and "concurrence", the allowability of the President to currently have discussions with legal counsel, et al, the motion was passed 6 to 3 (with Stacy Holmstedt via proxy, Frank Mizner and Laurie Moe voting "Nay").

Copier Contract

After some discussion, the President agreed to postpone this item to the May Board meeting.

HR Person Hold

Motion: Ron Ricci made a motion to place the job requisition for a part-time Human Resource on hold subject to further review. Sandra Murray seconded. After much discussion by Board Members and homeowners, including questions regarding HOA employee count, position salary level, number of EEOC complaints, et al, the motion was passed 6 to 3 (with Stacy Holmstedt via proxy, Frank Mizner and Laurie Moe voting "Nay"). **Note:** David Jones took an action item to report a firm fulltime equivalent (FTE) of Dobson ranch employees at the May Board meeting.

45th Anniversary: Continue or Wait for 50th

Motion: Frank Mizner made a motion to continue with 45th anniversary celebration. Laurie Moe seconded. Much discussion ensued among both Board Members and homeowners regarding its budgeted cost (\$20,000), merger with Fall Festival, why celebrate an odd year anniversary instead of 50th, previous costs of Fall festival (was stated as ROM of \$7,000, however last year's actual budget was \$4,000), et al. The motion failed by a vote of three for (with Stacy Holmstedt via proxy, Frank Mizner and Laurie Moe voting "Yay") and six against.

Motion: Ron Ricci made a motion to have the Fall Festival in November instead of the 45th anniversary at a total budgeted cost of \$10,000 (including all costs expended to date for the 45th). Sandra Murray seconded. Motion passed **unanimously**.

Repeal last sentence of paragraph 5.4 Bylaws:

Motion: Jeff Brosman made a motion to repeal the last sentence of paragraph 5.4 Bylaws that was passed at the March 2018 Board meeting and reads as follows: "The Board of Directors, through a majority vote of the Board of Directors at an open and noticed meeting of the Board of Directors, may remove a Director who has violated the Association's Code of Conduct, as determined by a majority vote of the Board of Directors." Ron Ricci seconded. Much discussion ensued among the Board Members that echoed similar discussion from the March 2018 Board meeting (such as its legality, legal opinions, 33-1813 process for removal, et al.). The motion was passed 6 to 3 (with Stacy Holmstedt via proxy, Frank Mizner and Laurie Moe voting "Nay").

**Dobson Association Inc. Board of Directors Meeting Minutes for
April 23, 2018 (APPROVED 5/17/2018)**

Discussion Items:

The President allowed for two minutes of comments from each Board Member for the following six items without any formal action being taken. All Board Members made various comments for consideration of the following:

1. Tracking and responding to homeowner comments offered at Board meetings
2. Board members making recommendations to future Agenda Items
3. Web site updating photos and other information
4. Dollars and \$en\$e Roundup articles by the Treasurer
5. Election Committee
6. Workshop Items

May 17, 2018 New Open Session Items

The President asked Board Members for any new items to be added to the agenda for next month. Other than the existing list of 2019 Assessment Rate, Rancher' Roundup and Signage – permanent and temporary, no other items were suggested.

Adjournment

Motion: Being no further business, Frank Mizner made a motion for adjournment. Joan Long seconded. Motion passed **unanimously**. The president adjourned the meeting at 9pm.

The Dobson Association, Inc.
Board of Directors Open Session Meeting
May 17, 2018

Directors present:

Ron Ricci	President
Sandra Murray	Vice President
Jeff Brosman	Treasurer
Stacy Holmstedt	Secretary
Joan Long	Member
Frank Mizner	Member
Laurie Moe	Member
Gary Smith	Member
Louis Thiele	Member

Staff members present:

David L. Jones	Executive Director
Susan Richards	Associate Director of Community Relations

I.Call to order: Roll call was performed. With quorum being met, the meeting was called to order by President Ron Ricci at 7:00 p.m. No directors reported a conflict of interest for tonight's meeting.

II.Homeowner comments

- A. George Tihanyi, 2511 S. Playa, raised concerns about a nearby home that had reportedly been having a problem with crime. Tihanyi would like the Dobson HOA to investigate restrictions on how the property is being used.
- B. Bob Belisle, 2028 S. Paseo Loma, discussed his and his neighbors' support of video recording the Dobson HOA's open meetings. He also suggested a volunteer panel to review the day-to-day operations of the HOA. He wanted to know if the security cameras on HOA property recorded audio, and expressed concern about short-term rental homes in Dobson Ranch.
- C. Nate Caine, 1325 W. Keats, addressed wall issues on Alma School Road. He was pleased that a metal cactus had been replaced. He expressed concern about articles that had recently run in the Ranchers' Roundup newsletter.
- D. Steve Sabo, 2522 S. Playa, inquired about the availability of a pontoon boat trailer for rental purposes.

III.Approval of March 15, 2018 Board of Directors Minutes

MOTION: Laurie Moe moved to approve the minutes from the March 15, 2018 Board of Directors meeting. Frank Mizner seconded. The motion passed unanimously.

IV.Approval of April 18, 2018 Board Election of Officer Meeting Minutes

MOTION: Laurie Moe moved to approve the minutes from the April 18, 2018 Board election of Officer Meeting Minutes. Louis Thiele seconded. The motion passed unanimously.

The Dobson Association, Inc.
Board of Directors Open Session Meeting
May 17, 2018

V. Approval of April 23, 2018 Board of Directors Minutes

MOTION: Jeff Brosman moved to approve the minutes from the April 23, 2018 Board of Directors meeting. Joan Long seconded. Laurie Moe raised questions about missing items from the agenda in the minutes and expressed concerns about the recording of other items. Frank Mizner requested that two minor typographic errors be fixed, and that changes be placed as an item on the June agenda. The motion passed unanimously.

VI. President's Statement/Information/Report

Ron Ricci thanked previous board members Susan Powers, George Tihanyi and Bob Radisich, and presented a plaque of appreciation to Tihanyi, who was in attendance. He also presented a plaque of appreciation to Frank Mizner to thank him for his service as president of the Board of Directors.

VII. Director's Report

Executive Director David Jones gave a report and answered questions from the board.

1. Email blast with printable/downloadable agenda: No action at this time
2. Number of full-time employees/Full-time equivalent employees from April 21 full time employees, 25 part-time employees.
3. Report about the election
 1. Number of votes cast: 2,296
 2. Number of votes disqualified: 0
 3. Numbers by options
 1. On-line: 722 ballots
 2. Phone: 27 ballots
 3. Paper ballot: 25
 4. Using association computer: Unable to track

Homeowner comment status report: To be discussed later in the agenda

VIII. Committee Reports

- a. **Budget & Finance Committee:** Treasurer Jeffrey Brosman reported on Laguna Shores Tennis Courts discussion in March. There was no April meeting. He gave a highlight report on the HOA's financial status and said that the organization was in good financial health. Executive Director Jones had a question on tying back free cash flow, which would be addressed in the next month.
- b. **Master Planning Committee:** Chair Sandra Murray reported on the May meeting. A heated pool would no longer be under consideration by the committee. The cost and logistics of bathrooms in Laguna Park were still being discussed. A survey polling homeowners about future capital projects would go out with director election ballots in 2019.
- c. **Architectural Committee:** Chair Laurie Moe reported that there were 47 submissions by homeowners last month.
- d. **Water Management Committee:** Chair Gary Smith gave a report on water ingress/egress and the cost of watering common areas with non-treated water. Studies still favor using treated water. Smith discussed concerns by members about leaving lake gates open, and litter in the lakes. Staff reported that the HOA received a water flow rebate of \$1,695.

The Dobson Association, Inc.
Board of Directors Open Session Meeting
May 17, 2018

- e. **Marketing Committee:** The committee did not meet in May.
- f. **Recreation Committee:** The committee did not meet in May, per its summer hiatus.
- g. **Ad Hoc Committee on Policy:** The committee did not meet in March. April items would be discussed later on the agenda.

IX. Old Business

Motion to approve Joan Long as a member of the Budget and Finance Committee
MOTION: Frank Mizner moved to allow Joan Long to serve on the Budget and Finance Committee under a 90-day trial period. Laurie Moe seconded. Motion failed 8-1.
MOTION: Ron Ricci moved to allow Joan Long on the Budget and Finance committee. Gary Smith seconded. The board discussed having two directors serve on the Budget and Finance committee simultaneously. Joan Long was a member of the committee before joining the Board of Directors. The board debated the merits of committee service vs. checks and balances that the board receives from the committee. Homeowner comments supported keeping Long on the committee. The motion passed 7-2. A roll call vote was requested.
Yea: Ricci, Murray, Brosman, Holmstedt, Long, Smith, Thiele
Nay: Mizner, Moe

Separation of Code of Conduct from Conflict of Interest Form
MOTION: Sandra Murray moved to approve the standalone Conflict of Interest Certification. Louis Thiele seconded. The board discussed the removal of non-discrimination language and censure actions from the current version of the standalone Code of Conduct. Homeowners made comments on board conduct. Ron Ricci noted that he would create a separate discipline document. The motion passed 7-2. A roll call vote was requested.
Yea: Ricci, Murray, Brosman, Holmstedt, Long, Smith, Thiele
Nay: Mizner, Moe

MOTION: Sandra Murray moved to approve the standalone Code of Conduct. Louis Thiele seconded. The board discussed the language of recent policies and members made comments on board conduct. A roll call vote was requested.
Yea: Ricci, Murray, Brosman, Holmstedt, Long, Smith, Thiele
Nay: Mizner, Moe

X. New Business

A. Dobson Villas Rental Co-Share Request: MOTION: Jeffrey Brosman moved to release Dobson Villas' Rental co-share funds in the amount of \$1,520. Stacy Holmstedt seconded. The motion passed unanimously.

The Dobson Association, Inc.
Board of Directors Open Session Meeting
May 17, 2018

B. Dobson Dolphins Sponsorship Request: MOTION: Jeffrey Brosman moved to approve \$750 for sponsorship of the Dobson Dolphins. Laurie Moe seconded. Joan Long asked to raise the amount to \$1,000. The request by the Dolphins was for \$750 so the amount was approved unanimously.

C. Homeowner Open Session Comments: Tracking, Disposition and Board/Admin Response. MOTION: Ron Ricci moved to approve the homeowner open session comment response tracking template. Jeffrey Brosman seconded. The template would be used to inform the board of the status of responses to homeowner comments at open board meetings. The motion carried 8-1.

D. Board Policy: Motion to ban any audio/video taping of any type without consent of all present. Normal video surveillance and open sessions and executive sessions are governed by Arizona statutes. The board of directors will revisit in June after legal counsel is consulted.

E. Motion: May 2018 Bylaw Changes/ Amended Bylaws. MOTION: Stacy Holmstedt moved that approval of tonight's bylaw changes require a majority vote of the meeting membership with one tenth of the votes of the membership constituting a quorum before becoming effective; in addition, staff will publish the cost of this special election in the subsequent edition of the Rancher's Roundup. Frank Mizner seconded. The board debated the need for homeowner input on the May 2018 changes to bylaws and having members vote immediately on them vs. starting with changes passed after January 2019. MOTION: Stacy Holmstedt voted to call the question; Laurie Moe seconded. The motion passed unanimously. A homeowner asked how many bylaw changes were introduced in 2018. The original motion failed 3-6. A roll call vote was requested.

Yea: Holmstedt, Mizner, Moe

Nay: Ricci, Murray, Brosman, Long, Smith, Thiele

F. MOTION: Laurie Moe moved to postpone the bylaw changes, to be reviewed by members and voted on no later than August 2018. Stacy Holmstedt seconded. Jeffrey Brosman argued that bylaw changes should be voted on immediately. Homeowners and board members commented on the validity of member review of proposed bylaw changes. Ron Ricci suggested evening study sessions with members and review of the bylaws by legal counsel.

The motion passed 5-4. A roll call vote was requested.

1. Yea: Holmstedt, Long, Mizner, Moe, Thiele

2. Nay: Brosman, Murray, Ricci, Smith

The Dobson Association, Inc.
Board of Directors Open Session Meeting
May 17, 2018

G. Drinking Fountains.

1. MOTION: Jeffrey Brosman moved to replace two drinking fountains at a cost of not to exceed \$6,250 from the reserve fund. Laurie Moe seconded. Dave Bang and Associates would be the recommended vendor per the Budget and Finance committee. The motion passed unanimously.
2. MOTION: Jeffrey Brosman moved to construct a new water fountain at one of the association tennis courts in an amount not to exceed \$3,125 from the capital improvement fund. Louis Thiele seconded. The motion passed unanimously.

H. Additional Key Fob Purchase. MOTION: Per request from staff, Jeffery Brosman moved to approve the purchase of 2,000 additional key fobs in an amount not to exceed \$7,000. Sandra Murray seconded. Staff commented that there is pressure to have more fobs with summer coming. Directors and members discussed key fob replacement life expectancy and costs. The motion carried unanimously.

I. Pool Hours Extension Request. MOTION: Jeffery Brosman moved to not extend the hours for the Los Altos pool in the summer; Stacy Holmstedt seconded. Cost, noise and restroom factors were discussed among directors, members and staff. The motion carried unanimously.

J. Change PTO to Vacation Time. Jeffrey Brosman moved to change PTO to Vacation time in employee time-off policy. Directors debated the appropriateness of PTO vs. "vacation" in policy. Motion passed 6-3. A roll call vote was requested.

Yea: Brosman, Long, Murray, Ricci, Smith, Thiele

Nay: Holmstedt, Mizner, Moe

Due to the late hour, the Board Agreed to not discuss some items.

XI. Discussion items from the board

- A. Sandra Murray requested discussion of boat docking on June agenda
- B. Stacy Holmstedt requested discussion of short-term rentals on the June agenda
- C. Input on time frame for publishing "Draft" and completed minutes - not discussed
- D. Dobson Ranch branded benches - not discussed
- E. Emergency policy rewrite - not discussed
- F. 2019 assessment rate - not discussed
- G. Bicycle sharing - not discussed

The meeting was adjourned at 10:01 p.m.

Dobson Association Inc. Board of Directors Meeting Minutes for June 21, 2018

Members Present:

President: Ron Ricci

Vice-President: Sandra Murray

Treasurer: Jeff Brosman

Member: Joan Long

Member: Frank Mizner

Member: Laurie Moe

Member: Gary Smith

Member: Louis Thiele

Staff Members Present:

Assoc. Dir. of Community Relations: Susan Richards; Assoc. Dir. Of Finance: Maria Clark

Homeowners and Guests Headcount:

81

I. Call to Order

Since Secretary Stacy Holmstedt had resigned June 12, 2018, President Ron Ricci appointed Treasurer Jeff Brosman to record the meeting minutes. The President called the meeting to order at 7:05pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. No conflicts of interest were reported by the Board Members.

II. Election of New Board Secretary

Jeff Brosman made a motion that Louis Thiele become our new Secretary. Gary Smith seconded the motion. With no discussion, the motion passed **unanimously**.

IV. President's Report

With no objection, the President moved Agenda Item IV President's Report ahead of homeowner comments. Ron Ricci read a prepared statement briefly describing the fact that Mr. David Jones was no longer an employee of Dobson Ranch. Under advisement of legal counsel, the Board is unable to provide details of the separation.

III. Homeowner Comments

Homeowner John Magula, 2026 W Navarro, shared his dismay with the Board for the dismissal of Mr. David Jones.

Homeowner Pam Waterman, 2531 S. Saratoga, inquired about the reasons for dismissal of Mr. David Jones.

Homeowner Stacy Holmstedt, 2430 S El Dorado, shared why she decided to resign from the Board and also expressed dismay with the Board for the dismissal of Mr. David Jones.

Homeowner Robert Belisle, 2028 S Paseo Loma, discussed recent HOA violations regarding pool health safety (many readings above Maricopa standards that required pools to be closed and were not); Kids Camp without obtaining proper licensing; and Fair Labor Standards violations. He also praised the current Board for now addressing these and other issues.

Homeowner Susan Powers, 2434 S Catarina, expressed empathy toward the current Board and concern about the future direction for the HOA. She noted the importance of the HOA to strong home sales and encouraged the Board to run the HOA in a professional manner.

Homeowner Michael Fee, 2711 W Nopal Circle, discussed assessment fees and recommended not to reduce the assessment rate. He also expressed he thought Mr. Jones did a fantastic job.

Homeowner Ben Smith, 2432 S Paseo Loma Circle, as a relatively new resident gave his opinion of the current Board and expressed dismay with the Board for the dismissal of Mr. David Jones.

Homeowner Eric Emerson, 2636 W Laguna Azul, expressed dismay with the Board for the dismissal of Mr. David Jones, considering lower assessment rates, and changing the bylaws.

Dobson Association Inc. Board of Directors Meeting Minutes for June 21, 2018

Homeowner Patty Smith, 2457 S Gaucho, desires less tension amongst the Board Members and also inquired about the number of Fobs that have been distributed. Mr. Brosman indicated that nearly 2500 Fobs have been distributed to date.

Homeowner Meghan Gilbert, 2257 W Naranja, says she feels that the Millennials in the Ranch do not need a lower assessment rate and are even willing to pay a higher rate.

Homeowner Alan Robinson, 1841 W Navarro, discussed that the feral cat population is out of control in his neighborhood. He pleaded with residents to quit feeding these cats and asked the Board to take action.

V. Previous Minutes

Jeff Brosman made a motion to approve the May 17, 2018 Board Meeting Minutes as written. Gary Smith seconded the motion. With no discussion, the motion passed **unanimously**.

Immediately after the minutes approval, Laurie Moe took the floor over objections from both the President and the homeowners (for being out of order) and read a statement and then announced she was resigning from the Board and went to sit with the residents. Next, Frank Mizner took the floor over objections from both the President and the homeowners (for being out of order) and read a statement and then announced he was resigning from the Board and went to sit with the residents. Jeff Brosman then made a motion to accept the resignations of Laurie Moe and Frank Mizner and Gary Smith seconded. The motion passed **unanimously**.

VI. Staff Report

Susan Richards reported that the Fob system has an expected life of 10 years. She also indicated that staff can place recycle containers at all three clubhouses.

VII. Committee Reports

- a) **Budget & Finance Committee**: Jeff Brosman gave a brief snapshot of our finances as of 5/31/18 [\$95K Net Income Year to Date (YTD); Increase in Net Worth of \$220K YTD; Total Cash Assets were \$4.9 Million with Reserves being over \$2.1 Million of those Assets and the HOA has an additional \$1.8 Million in Retained Earnings (termed Free Cash Flow)]. He explained the current air-conditioning repair and replace activities at La Casita. Jeff Brosman made a motion to authorize the payment of \$18,000 (NTE) to Rainforest Plumbing & Air to replace 10 ton a/c unit, coil, condenser, two air handlers and repair 150 feet of ducting/piping as a Reserve fund expense. Gary Smith seconded and after some minor discussion, the motion passed **unanimously**. Based upon the recommendation of the Budget & Finance Committee, Jeff Brosman made a motion to accept Mr. Mario Valtier as a new member of the Budget & Finance Committee. Louis Thiele seconded and after some minor discussion, the motion passed **unanimously**.
- b) **Master Planning Committee**: Sandy Murray reported that there was no meeting since the last Board meeting and that the next meeting is June 25th.
- c) **Architectural Committee**: Laurie Moe reported 41 applications approved and that she is reviewing applications for new members. She will stay on the committee as a member, but the Board needs to appoint a new chairman.
- d) **Water Management Committee**: Being there are no meetings for the summer, Gary Smith floated the idea of a Lake Committee for aquatics management (no action taken) as well as discussing his concern that there is an over-population problem with turtles in the lakes (future item to address).

Dobson Association Inc. Board of Directors Meeting Minutes for June 21, 2018

- e) Marketing Committee: No meeting this month. Without objection, Louis Thiele was appointed as Chairman of this committee, replacing Stacy Holmstedt.
- f) Ad Hoc Policy Committee: Jeff Brosman reported on the town hall meeting that was held in late May for reviewing the Bylaws changes and that homeowner comments were incorporated. He discussed some of the major changes (elimination of Board proxy voting; incorporation of homeowner approval for capital improvements above \$100,000; starting in 2019 the incorporation of homeowner approval for changes to the Bylaws). Next meeting is June 25th to continue work on the general Policy Document.
- g) Recreation Committee: No report since not meeting in the summer.

VIII. Unfinished Business

With no objection, planned discussion on audio/video taping was postponed.

IX. New Business

- a) Jeff Brosman made a motion that negotiation, execution and communications with Legal Counsel shall be performed by the President or his/her designee. Louis Thiele seconded and after some discussion the motion passed **unanimously**.
- b) Jeff Brosman made a motion to authorize payment of \$4,055.50 to Beth Mulcahy Law and authorize payment of \$3,882.50 to Carpenter, Hazelwood, Delgado and Bolen. Sandy Murray seconded and after some discussion the motion passed **unanimously**.
- c) See b) above.
- d) Jeff Brosman made a motion to release the funds in the amount of \$4,037.50 to the Landings Homeowners Association to closeout their portion of the rental Share Program. Ron Ricci seconded and with no discussion the motion passed **unanimously**.
- e) Staff to re-look insurance coverage for room rentals.
- f) Ron Ricci made a motion that the Los Altos dock gate will be kept in the open position until the sea wall construction begins near the end of 2018. Sandy Murray seconded and after some discussion the motion passed **unanimously**.
- g) No action taken on the acting Community Manager Job Description.
- h) Without objection, the President appointed Ron Ricci, Sandy Murray and Louis Thiele to serve as members of the Ad Hoc Community Manager Search Committee.

X. Discussion

Ron Ricci reviewed the list of items on the agenda for discussion and declared that items c, d, f, j, and m were completed and would be removed from the list. No other Board member comments were offered due to the lateness of the hour.

XI. Awaiting Action for Board Agenda

No changes were made.

XII. Adjournment

With no objection, president Ron Ricci adjourned the meeting at 9:00pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for June 26, 2018
(APPROVED AT AUGUST 16, 2018 BOARD MEETING)**

Members Present:

President: Ron Ricci

Vice-President: Sandra Murray

Treasurer: Jeff Brosman

Secretary: Louis Thiele

Member: Joan Long

Member: Gary Smith

Staff Members Present:

None

Homeowners and Guests Headcount:

10

I. Call to Order

The President called the meeting to order at 6:00pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. No conflicts of interest were reported by the Board Members.

II. Homeowner Comments

None

III. Election of New Architectural Committee Chairman

Ron Ricci made a motion that Louis Thiele become the new Chairman of the Architectural Committee. Joan Long seconded the motion. Louis gave a brief description of his experience in the field. With no further discussion, the motion passed **unanimously**.

Before adjourning, Mr. Rich Rowe and Ms. Paula Nelson asked a question regarding replacement of the resigned Directors. That entire process is currently being reviewed and legal advice is being sought. No definitive answer with scheduled dates could be provided at the time.

IV. Adjournment

Jeff Brosman made a motion to adjourn and Gary Smith seconded. Motion passed unanimously and meeting adjourned at 6:14pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for July 19, 2018
(APPROVED AT AUGUST 16, 2018 BOARD MEETING)**

Members Present:

President: Ron Ricci

Member: Joan Long

Vice-President: Sandra Murray

Member: Gary Smith

Treasurer: Jeff Brosman

Secretary: Louis Thiele

Homeowners and Guests Headcount: 55

I. Call to Order

The President called the meeting to order at 7:00pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. No conflicts of interest were reported by the Board Members.

II. Homeowner Comments

Homeowner James Long, 2143 W. Isthmus Loop, spoke about the following things to consider:

1) Last month the Board behaved admirably amongst the chaos and immature behavior of many; 2) the three Board Members who resigned are quitters and should never be considered to be elected again as Directors; 3) There is no redeeming reason to recall the Board and it will cost us tens of thousands of dollars, don't do it; 4) The Treasurer was correct that the residents should not have been charged over 5% rate increases in the past, but let's move forward. We may need to raise the rate to cover infrastructure needs; and 5) Stated there was \$250,000 in increased labor costs over the last four years. No follow-up action required from the Board.

Homeowner Laurie Moe, 2231 S Catarina, gave a detailed summary of the chlorine values for our four pools and splash pad for the past five months and indicated that only a couple of times in late May that the pools should have been shut down and that overall the readings looked reasonable. No follow-up action required from the Board.

Homeowner Michael Fee, 2711 W Nopal Circle, asked for comments regarding hiring status, which the President addressed in his President's Report. No follow-up action required from the Board.

III. President's Report

The President announced we have hired a new receptionist, who has been trained by Donna, which allows Donna to assume a full time role as the CC&R administrator. Also, a new Manager of Finance has been hired and will begin work next week. The job posting for the Community Manager position has been placed on CAI. We will **not** be seeking a management company to run our organization. Also, we are working on hiring a pool specialist and also training the staff to be more proficient at making accurate pool test readings.

IV. Minutes Approval

Louis Thiel made a motion to approve the June 21, 2018 Board Meeting Minutes as written. Sandy Murray seconded the motion. With no discussion, the motion passed **unanimously**.

V. Committee Reports

- a) **Budget & Finance Committee:** Jeff Brosman gave a brief snapshot of our finances as of 6/30/18 [Increase in Net Worth of \$195K YTD; Reserves are at 87.5% FFB; the Capital Fund is fully funded; the Water Conservation Fund finished its fiscal year budget with a \$6,600 surplus at the end of June; and our Free Cash Flow portion of Retained Earnings was \$1,850,000 as of the end of June]. He explained the current air-conditioning repair and

**Dobson Association Inc. Board of Directors Meeting Minutes for July 19, 2018
(APPROVED AT AUGUST 16, 2018 BOARD MEETING)**

replace activities at La Casita would cost \$20,000, and will have a five-year warranty from Rainforest Plumbing & Air to replace 10 ton a/c unit, coil, condenser, two air handlers and repair 150 feet of ducting/piping as a Reserve fund expense.

- b) Master Planning Committee: Sandy Murray reported that the June 25th meeting discussed the Volley Ball Court conversion into our new stage. Commemorative bricks with engraving will sell for \$65 each, which would contribute about \$30 per brick towards paying for the project (over 3000 bricks total sales would be required to completely pay for this capital expense). Also discussed was the \$4,275 expense for a new transformer box at Laguna Park. Ron Ricci explained the additional expenses that will be needed in the electrical lines at Laguna Park to handle our lighting and recreational requirements, which must be further studied.
- c) Architectural Committee: Louis Thiel reported 41 home sales in June and 23 applications approved for \$179,000 worth of improvements.
- d) Water Management Committee: Being there are no meetings for the summer, Gary Smith walked Lakes 1, 3 and 7 with Dan Brown of Aquatic Solutions. Lake 1 is in very good health, Lake 3 is acceptable and Lake 7 is currently requiring some improvement. Gary provided much detailed contact and general information regarding turtle and mussel control, which has been forwarded to Ron Magaw, the committee chair. Placing aerators at the bottom of the Lakes is suggested. Also, Gary has identified a company willing to take 20 turtles every two weeks to help solve our turtle problem.
- e) Marketing Committee: Louis Thiele reported that Jeff Bump is investigating a way to have search ability on our website. Also, there will be a contest to name our new patio area with the winner receiving a free commemorative brick. Guidelines are being developed on what can be engraved on the bricks.
- f) Ad Hoc Policy Committee: Jeff Brosman reported that two meetings were held to continue the review of the General Policy Document. Currently the committee has completed the first half of the document. The next meeting is currently scheduled for July 30th at 6:30pm at La Casita. Once all the changes are compiled, a town hall meeting may be called to address the proposed changes.
- g) Recreation Committee: No report since not meeting in the summer. However, it was indicated that both another "Bark in the Park" as well as "BYOB" will be held in August.

VI. Unfinished Business

Ron Ricci briefly described the legal issues of video taping our open meetings. With no objection, planned discussion on audio/video taping of private (closed) meetings was removed from further discussion.

VII. New Business

- a) Selection of Replacement Board Members: The six Board Members voted for 3 replacements among the six candidates. Highest vote getter was Linda Bailey. Ron Ricci made a motion for Linda to serve as Director until April 2020. Gary Smith seconded and after minor discussion the motion passed **unanimously**. The next two vote getters tied and Ron Ricci made a motion that Mike Kassel and Geoffrey Mackenzie serve as Directors until April 2019. Joan Long seconded and with no further discussion, the motion passed **unanimously**. All three become Directors effective July 20, 2018.
- b) Jeff Brosman made a motion to authorize payment of \$7,540.50 to Beth Mulcahy Law and authorize payment of \$4,722.50 to Carpenter, Hazelwood, Delgado and Bolen. Ron Ricci

**Dobson Association Inc. Board of Directors Meeting Minutes for July 19, 2018
(APPROVED AT AUGUST 16, 2018 BOARD MEETING)**

seconded and after some discussion and explanation by Ron of the content of the bills, the motion passed **unanimously**.

- c) Jeff Brosman made a motion to approve payment of \$4,275 to SRP for emergency repair at Laguna Park. Louis Thiel seconded and after minor discussion, the motion passed **unanimously**.
- d) Jeff Brosman made a motion to approve temporary pool service of all pools for 2018 of \$4500 per month. Ron Ricci seconded and with some discussion the motion passed **unanimously**.
- e) Duplicate: No Action.
- f) Sandy Murray made a motion to approve the revised Bylaws as presented in the July Directors' packet with an effectivity date of July 31, 2018. Gary Smith seconded and after nearly a thirty-minute discussion amongst Board members and Homeowner comments discussion the motion passed **5 to 1 (Joan Long with the Nay Vote)**.

VIII. Adjourn

There being no discussion for Addendum Items and no changes to Awaiting Action for Board Agenda, Louis Thiel motioned to adjourn with Ron Ricci seconding and motion passed **unanimously**. Meeting was adjourned at 8:30pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for August 16, 2018
(APPROVED SEPTEMBER 20, 2018)**

Members Present:

President: Ron Ricci	Member: Linda Bailey	Member: Gary Smith
Vice-President: Sandra Murray	Member: Mike Kassel	
Treasurer: Jeff Brosman	Member: Joan Long	
Secretary: Louis Thiele	Member: Geoffrey Mackenzie	

Homeowners and Guests Headcount: 34

I. Call to Order

The President called the meeting to order at 7:03pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. No conflicts of interest were reported by the Board Members.

II. Homeowner Comments

Homeowner Brenda Cousineau, 1637 W. Natal, gave a heart-felt discussion regarding two memorial trees (sheesham and orchid) dedicated at Saratoga Lakes for her loved ones in 2008 and 2009 that have died and the memorial plaques have been discarded. She requested restitution. President Ricci expressed condolences for her loss and that the Association could plant two trees at the location. Board member Linda Bailey indicated that the Association should restore the memorial plaque. Brenda also commented on staff mistake regarding an advertisement in the Roundup that caused financial loss because of an inaccurate phone number. The cost of the advertisement was refunded (no further action to be taken).

III. / V. President's Report & Community Manager's Report

The President (and acting Community Manager) announced once again that the Association shall **not** be seeking a management company to run our organization. Also, the Manager of Finance has not yet been filled as previously anticipated, so the Treasurer is performing the role on a volunteer basis until filled. The job posting for the Community Manager position has generated three resumes to date. Updates on the following topics were also given: 1) Recent storm damage will take our crews a month to cleanup and negatively impact our budget. 2) Our CC&R team has internally streamlined the process to allow for more effective CC&R management with over 200 violations being issued this month. 3) Staff is still seeking a certified pool operator to replace our outside contractor, but have implemented a new Standard Operating Procedure (SOP) for better pool monitoring compliance. 4) Rain Forest A/C & Plumbing is scheduled to complete La Casita air conditioning replace and repair by August 25th. Staff has been resilient in coping with this delay. 5) The Association is working on video recordings for the website. The first productions will be training videos (one of our attending homeowners volunteered to be in the fob video!). The Association is also seeking a volunteer to help with the future videotaping of Board Meetings for posting on the website (for Members only). 6) A "Tip of the Week" on our website is under consideration. 7) A log of all the homeowner comments in monthly meetings year to date was presented. Of the 65 items, 55 of them are closed with 10 active issues still being addressed.

IV. Minutes Approval

Jeff Brosman made a motion to approve the June 26th Meeting Minutes as written. Sandy Murray seconded the motion. With no further discussion, the motion passed **unanimously**. Jeff Brosman made a motion to approve the July 19, 2018 Board Meeting Minutes as written. Louis Thiel seconded the motion. With no further discussion, the motion passed **unanimously**.

VI. Committee Reports

- a) **Budget & Finance Committee:** The Treasurer, Jeff Brosman, gave a brief snapshot of our finances as of 7/31/18 [Net Income YTD of \$109,989; Increase to Fixed Assets YTD of

**Dobson Association Inc. Board of Directors Meeting Minutes for August 16, 2018
(APPROVED SEPTEMBER 20, 2018)**

\$154,497; Increase in Net Worth YTD of \$263,486; Reserves at 87.5% FFB; and Total Cash Assets of \$4,848,692]. He explained the need to approve a legal invoice. Ron Ricci made a motion to approve payment of \$5,695 for legal services rendered by Littler through June 30, 2018. Linda Bailey seconded. Motion passed **unanimously**. Jeff Brosman made a motion to allocate SRP junction box and transformer expense of \$4,295 as a contingency expense of 2018. Louis Thiel seconded. Motion passed **unanimously**. Jeff Brosman made a motion to approve Michelle Masters as a member of the Budget & Finance Committee. Ron Ricci seconded. Michelle was introduced to the attendees and credentials stated. Motion passed **unanimously**. Jeff Brosman announced that the Joint B&F Committee / Board Meeting to review the 2019 Budget would be held September 17, 2018. He also recommended that the approval authority expenditure limit of the Community Manager be raised from \$3,000 to \$5,000 (the limit utilized for many years). Ron Ricci to add to next month's agenda for consideration.

- b) Master Planning Committee: Sandy Murray reported that based upon the July meeting, future lighting needs at Los Altos and Laguna Park are currently on-hold pending further review. Pathways along the park will also be considered. For the Volley Ball Court conversion into our new stage, commemorative bricks with engraving will sell for \$65 each, which would contribute about \$30 per brick towards paying for the project (3000 bricks, if purchased by homeowners, would fund most of the cost for this project). The project was turned over to the Marketing Committee.
- c) Architectural Committee: Louis Thiel reported 34 home sales in July and 21 applications approved for \$94,000 worth of improvements. Also, nearly 300 CC&R violations have been issued in the last 30 days.
- d) Water Management Committee: Being there are no meetings for the summer, Gary Smith gave an informative talk about our lake system and the current drought situation (notwithstanding the recent monsoon activity experienced by the Association). He recommended that a Lake Committee be established to better manage our lake system and offered James Long as an excellent potential chairman for the committee.
- e) Marketing Committee: Louis Thiele reported that Jeff Bump is near completion of improving search ability on our website. Also, there will be a contest to name our new patio area with the winner receiving a free commemorative brick. The contest will be announced in the September Roundup with a deadline for submittal of October 15, 2018. Guidelines are being developed on what can be engraved on the bricks.
- f) Ad Hoc Policy Committee: Jeff Brosman reported that two meetings were held during the past month to continue the review of the General Policy Document. The recommended changes have been completed. A town hall meeting is scheduled for 6:30pm on Wednesday August 29, 2018 at La Casita to address the proposed changes.
- g) Recreation Committee: No report since not meeting in the summer. However, the "BYOB" event was held August 10th, although attendance was down from the previous March BYOB event. Also, another "Bark in the Park" is scheduled for later this year.

VII. Unfinished Business

None.

VIII. New Business

Mike Kassel made a motion to provide memorial pavers available to the homeowners for \$65 each. Linda Bailey seconded. Information regarding the motion was discussed. Approximately 3000 bricks will be available in the memorial stage section (some of the area will be manufactured turf). The

**Dobson Association Inc. Board of Directors Meeting Minutes for August 16, 2018
(APPROVED SEPTEMBER 20, 2018)**

Association will replace any damaged bricks requiring repair over the next ten years at no additional cost to the homeowner. With no further discussion, the motion passed **unanimously**.

IX. Discussion

The following topics were discussed in an open forum amongst Board Members and homeowners.

a) Habitual/Chronic Offenders

Everyone acknowledges that only a few (less than 1% of all homeowners) are chronic offenders of our CC&R codes. However, these offenders manipulate the system, continue their repeat offenses, and degrade the standard of living for their neighbors. Better and stricter enforcement is warranted. The President indicated that internal policies are being changed to address this issue. Chronic offenders will not be granted a "restarting of the clock" with every new offense. Proposed stiffer and quicker fines and legal action along with enforcement support of the Mesa Police Department are under consideration. Enforcing codes for the common areas of the sub-associations will be reviewed by Board Member Geoffrey Mackenzie to determine if better compliance can be achieved. Dale Douglas, former Executive Director, has also offered to provide some suggestions for improving compliance.

b) Key Fobs

Many opinions expressed on the key fob system implemented early this year. There is a lot of dissatisfaction amongst homeowners. Some suggested we just go back to issuing keys. Others just want it to work better. The Board will continue to analyze the situation to determine if changes are required. Even though the issue remains open, the healthy conversation amongst Board Members and homeowners is appreciated and beneficial to the operations of the Association.

c) Janitorial

After some discussion, the Board agreed that the staff would seek bids regarding our future janitorial service needs.

VIII. Adjourn

With no further discussion for Addendum Items and no changes to Awaiting Action for Board Agenda, the President suggested adjournment. Homeowner Patty Smith so moved, Jessica Belisle seconded and the motion passed **unanimously**. Meeting was adjourned at 8:50pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for September 20, 2018
(APPROVED @ 10/18/2018 BOARD MEETING)**

Members Present:

President: Ron Ricci	Member: Lynda Bailey	Member: Gary Smith
Vice-President: Sandra Murray	Member: Mike Kassel	
Treasurer: Jeff Brosman	Member: Joan Long	
Secretary: Louis Thiele	Member: Geoffrey Mackenzie	

Homeowners and Guests Headcount: 34

I. Call to Order

The President called the meeting to order at 7:00pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. No conflicts of interest were reported by the Board Members.

II. Homeowner Comments

Homeowner Nancy Radisich, 1852 S Yucca, discussed the algae buildup on Lake 2 and requested immediate cleanup. President Ricci explained that chemicals had already been applied and some of the lake had been skimmed for the dying algae. A commitment was made to get added manpower onto the lake within a week's time to skim the remainder and pickup the dried dead algae with a commitment that none of the algae shall be placed onto homeowner properties.

Homeowner Nate Cane, 1325 W Keats, did an evaluation of the key Fob system at the tennis courts and reported that in most cases the key Fob system is not working effectively for some of its intended purposes. He gave the following information for the Staff and Board to consider in their future decision(s) regarding the Fob system. Most tennis courts can be entered without use of the Fob: 1) Brookedge inside latch can be opened from the outside; 2) Saratoga can be accessed through the mess to reach the latch; Los Altos inside latch can be opened by starting underneath the gate and sliding twisted arm up to the latch; 4) La Casita can be opened by innovative use of a key. In addition, Kavanaugh Park's lock is broken.

III. / V. President's Report & Community Manager's Report

The President (and acting Community Manager) discussed the following topics.

- 1) Most of the storm damage cleanup has been performed thanks to the diligent efforts of our crews plus the use of contract labor. Fortunately, our insurance company will reimburse a good portion of the expenses incurred.
- 2) The Association has incurred 11.5K\$ in expenses for trenching and installing electrical cable in Laguna Park. This amount represents 60% of the nearly 20K\$ total cost for this activity, which was stated must be considered a capital expense and the Board concurred.
- 3) Our CPA from Butler/Hansen shall be on-site October 12th as a quick review in advance of next year's audit and shall also attend the Budget & Finance Committee / Board of Directors Joint Meeting to be held at 6:30pm on October 15th. It is anticipated that the final recommendation for the 2019 Budget shall be determined at this meeting. The Budget & Finance Committee has already recommended that the assessment rate for 2019 remain the same as 2018's rate. The 2019 Budget and Assessment Rate shall be on the October Agenda for approval.
- 4) For the first time in a few years, the Association received bids for our Janitorial Services. Consideration of these bids will be an agenda topic for October.
- 5) As noted on Next Door, increased crime activity has been reported this past month on the Ranch, so please be vigilant and take precautions.
- 6) Fall Camp is October 8th – 12th and please keep in mind the following events: 1) October 6th Fishing Derby; 2) October 13th Association's Cleanup (Sell It, Dump It and Shred It).
- 7) October 19th Halloween Spooktacular will occur at Laguna Park.

IV. Minutes Approval

Mike Kassel made a motion to approve the August 16, 2018 Board Meeting Minutes as written with one typo correction. Louis Thiel seconded the motion. The motion **passed unanimously**.

VI. Committee Reports

- a) **Budget & Finance Committee:** The Treasurer, Jeff Brosman, gave a brief snapshot of our finances as of 8/31/18 [Net Income YTD of \$124,293; Increase to Fixed Assets YTD of \$144,812; Increase in Net Worth YTD of \$269,105; Reserves at 88% FFB; and Total Cash Assets of \$4,806,204]. He recognized the four homeowners (Craig, Manelle, Nate and Perla) along with the Budget & Finance Committee and Board of Directors for enduring the four-hour meeting held September 17th to review the 2019 Budget. The meeting involved many topics of discussion with several adjustments agreed upon for the final version.
- b) **Master Planning Committee:** Sandy Murray reported on the last meeting. Electrical cable and junction box expenses of \$20,000, a capital expense, are required. Future lighting needs at Los Altos and Laguna Park are currently on-hold pending further review. Pathways along the park will also be considered.
- c) **Architectural Committee:** Louis Thiel reported 34 home sales in August and 16 applications approved for \$142,400 worth of improvements (\$70,000 was for the remodeling of one home). Also, 465 CC&R violations have been issued in the last 30 days.
- d) **Water Management Committee:** Gary Smith reported on the September 10th meeting. The turtle population issue was discussed as well as the need for a Lake Committee to focus upon habitat concerns. Details regarding the Fishing Derby were also presented.
- e) **Marketing Committee:** Louis Thiele reported that our electrical permit for the volleyball conversion to patio area would not be issued until early October. Construction work will resume shortly thereafter. Guidelines for verbiage on the commemorative bricks will be provided next month. The price of a brick is \$65, and a duplicate brick for the homeowner may be purchased for an additional \$30.
- f) **Ad Hoc Policy Committee:** Jeff Brosman reported that a successful town hall meeting was held on Wednesday August 29, 2018 at La Casita to address the proposed changes to our Policy Document. Excellent homeowner feedback was incorporated into the document, which is ready for Board approval (now scheduled for the October agenda).
- g) **Recreation Committee:** Joan reported on how well Jesse conducts the recreation meetings and reiterated (see President's report above) some of our October events.

VII. Unfinished Business

None.

VIII. New Business

- a) **Gas Powered Pontoon on Lake 7:** Linda Bailey made a motion that a gas-powered rental boat be allowed for maintenance use on Lake 7 for Association employees only as well as for Association recreation-sponsored events. Gary seconded the motion. Extensive discussion ensued amongst the Board with additional comments by homeowners. Major point made was this motion, if approved, would violate our CC&Rs. The motion **failed unanimously**.
- b) **Invoices:** Motion by Jeff Brosman to approve Mulcahy Law Invoice of \$5059.30, seconded by Ron Ricci. After a very brief description, motion **passed unanimously**. Motion by Jeff Brosman to approve Grass Seeding Invoice of \$7,200, seconded by Sandy Murray. Motion **passed unanimously**

**Dobson Association Inc. Board of Directors Meeting Minutes for September 20, 2018
(APPROVED @ 10/18/2018 BOARD MEETING)**

- c) Holiday Lights: Mike Kassel made a motion to authorize up to \$6,000 in expenditures (parts and contract labor) this year for Holiday Lights. Gary Smith seconded. After a few minutes of discussion amongst the Board and comments by homeowners, the motion **passed unanimously**.
- d) Community Manager Spending Limit: Motion by Jeff Brosman to increase spending limit of the Community Manager from \$3,000 to \$5,000 without Board approval. Motion seconded by Sandy Murray. The motion **passed unanimously**.
- e) Lake 1 Shelf Refurbishment: Motion by Jeff Brosman to approve \$70,000 expense against Reserve Funds for completing the Lake 1 Shelf Refurbishment (Stage 6), seconded by Sandy Murray. Much discussion between the Board and Craig Wilson ensued regarding the use of fractured river rock, concrete and other materials as well as encasement techniques. Additional costs beyond \$70,000 was placed on-hold pending further analysis. Ron Ricci called for the vote without objection. The motion **passed unanimously**.
- f) Holiday Pool Hours: Motion by Linda Bailey to authorize staff to work on the three summer holidays to provide oversight of the Los Altos and Saratoga pools that are open until 9pm, seconded by Sandy Murray. After minor discussion, motion **passed unanimously**.
- g) Policy Document: Postponed to the October Board Meeting by Board consensus due to meeting time constraints.
- h) Cash Management: Based upon unanimous recommendation from the Finance & Budget Committee, Jeff Brosman made the following motion: Motion to allow up to \$4,000,000 from checking/savings accounts to be placed into insured CDs, Treasuries and Money Market Funds, mostly in laddered 3-month CDs, to be managed by the Finance Department, Community Manager and Treasurer, with oversight by the Budget & Finance Committee and the Board. Motion seconded by Louis Thiele. After a brief explanation of the laddered CD approach and assurance that no margin accounts will be employed per homeowner admonition, the motion **passed unanimously**.
- i) Turtle Study Proposal: Craig Wilson explained the proposal options. Ron Ricci made motion to accept Option 2 Proposal from Marsh & Associates to study turtle density on Lake 1 with an NTE of \$10,000 with the proviso that turtles collected in the second sample not be returned to the lake. After discussion regarding potential go-forward plans, the motion **passed unanimously**.

IX. Discussion

The following topics, limited to a few minutes per Board Member, were presented.

a) Computer Maintenance Update

Mike Kassel gave a brief update for the committee reviewing our current computer/software usage, assessing areas for potential savings or improving efficiencies. A few areas have been discovered where we have much more capability than is needed. The team will continue its assessment.

b) Habitual/Chronic Offenders

Everyone acknowledges that only a few (less than 1% of all homeowners) are chronic offenders of our CC&R codes. However, these offenders manipulate the system, continue their repeat offenses, and degrade the standard of living for their neighbors. Better and stricter enforcement is warranted. The President presented an update to our internal policies being considered for implementation to address this issue. Chronic offenders will not be granted a "restarting of the clock" with every new offense. Proposed stiffer and quicker fines and legal action along with enforcement support of the Mesa Police Department are under consideration. Also under consideration is that a homeowner shall be considered a chronic offender for: 1) Three or more "Friendly Reminders" on the same issue within a 12-month rolling period; or 2) Any combination of three or more friendly reminders, escalations, legal actions or fines in a rolling 36-month period. It will be proposed that fines are not to be waived by Staff or the Board of

**Dobson Association Inc. Board of Directors Meeting Minutes for September 20, 2018
(APPROVED @ 10/18/2018 BOARD MEETING)**

Directors and fines to begin on the fourth violation with no grace period. It is proposed that a \$200 minimum for non-compliance be imposed to our already existing policy of a \$20/day. Note, three classifications of violations are proposed: Class 1) -- Normal Maintenance (some wait before receiving a friendly reminder); Class 2) -- Usually requires homeowner expense to remedy and agreement with CC&R personnel for completion date; Class 3) -- Nuisance or storage (RVs, Trailers, Vehicles, and others) at home rather than a proper facility.

c) 2019 Assessment Rate

The Treasurer presented his end of 2018 projected financials and the revised 2019 budgetary figures to show why he, as Treasurer, is recommending a 2019 assessment rate of \$43.50 per month instead of the current \$46.20 rate. At the end of 2018, the Association will have free cash of around \$1,900,000 and allowing \$750,000 for complete coverage of all expenses for three (3) future months, yields a total of \$1,150,000 of excess cash. If the Association maintains the same assessment rate for 2019 (\$46.20), the Association will add a minimum of \$188,000 to the 2018 excess cash amount. If the assessment is lowered to \$43.50, the Association will add a minimum of \$27,400 to the 2018 excess cash amount. There is no need to add anymore than this level to our cash position. In addition, previous Boards for years 2003, 2005 and 2006 authorized assessment increases greater than 5% (a violation of our CCRs per legal review). With the above facts taken into consideration, the Treasurer's view is that the Association should reduce the assessment rate to \$43.50 in 2019.

VIII. Adjourn

With no further discussion for the other Discussion Items on the agenda, the President asked for a motion to adjourn. Homeowner Patty Smith so moved, Perla Herrera seconded the motion and the motion **passed unanimously**. Meeting was adjourned at 9:02pm.

Dobson Association Inc. Board of Directors Meeting Minutes for October 18, 2018
(Approved 12/20/2018)

Members Present:

President: Ron Ricci	Member: Lynda Bailey	Member: Gary Smith
Vice-President: Sandra Murray	Member: Mike Kassel	
Treasurer: Jeff Brosman	Member: Joan Long	
Secretary: Louis Thiele	Member: Geoffrey Mackenzie	

Homeowners and Guests Headcount: 15

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 Nate Cane, 1325 W Keats, commented on some irregularities found in the October Rancher's Roundup (prominence of a political ad, errors in the CCR pie chart, and inconsistency of the space allocated for the Republican and Democrat Clubs from edition to edition). Also, a comment was made requesting better editing (proof reading) and a question about policy regarding the Rancher's Roundup. The question was addressed in the meeting as our Communications Policy is contained in our General Policy Document (latest revision was approved during the meeting, see below), which when followed would have prevented many of the concerns mentioned. The Board also explained that the above-mentioned concerns had already been discussed with the producer/editor of the Roundup.

III. / V. President's Report & Community Manager's Report

The President (and acting Community Manager) discussed the following topics.

- 1) The storm cleanup is completed. A claim for the costs of the cleanup has been submitted to our insurance company. We anticipate that a substantial portion of our costs will be covered.
- 2) We will be saying goodbye to Donna Madueno next week, as she is moving out of state. Donna has performed well in her recent role as CC&R associate and she shall be missed. We just hired a new employee in the Landscape Department to fill a position that had been open for several months.
- 3) A reminder was given about the October 19th Halloween Spooktacular being held at Laguna Park.
- 4) An appreciation staff brunch was held a few weeks ago in appreciation of the staff's diligent work on the storm cleanup and the office workers enduring graciously our summer air conditioning nightmare.
- 5) Addressed the recent Lake 2 cleanup of the Algae breakout. Analysis shows we lacking white amur ("grass" carp) that eats 2/3's their weight a day of lake weeds. These fish along with other habitat balancing fish have been ordered and should be in Lake 2 before the end of the month.

IV. Minutes Approval

Jeff Brosman made a motion to approve the September 20, 2018 Board Meeting Minutes as written with one typo correction. Gary Smith seconded the motion. The motion **passed unanimously**.

VI. Committee Reports

- a) **Budget & Finance Committee**: Chairman Dan Romans commented on the October 15th meeting, highlighting that the committee recommends approval of the 2019 budget with maintaining the current assessment, selection of Butler/Hansen for our 2018 audit, and keeping Lobos Cleaning as our janitorial service. The Treasurer, Jeff Brosman, gave a brief snapshot of our finances as of 9/30/18 [Net Income YTD of \$167,022; Net Worth YTD of \$311,720; Reserves at 89% FFB;

Dobson Association Inc. Board of Directors Meeting Minutes for October 18, 2018
(Approved 12/20/2018)

and Total Cash Assets of \$4,812,550]. In addition, this week 3.25 million dollars was placed into Schwab accounts in 3-month T-Bills @ 2.3%, 1-month T-Bills @ 2.2% and an insured T-Bill Money Market Fund currently yielded 1.77%. This action will result in earning ten times the amount of interest than was previously being earned.

- b) Master Planning Committee: Sandy Murray reported on the October meeting. Future lighting needs at Los Altos and Laguna Park was the major topic. We shall test a solar powered lighting system, that if acceptable, could save us a considerable amount of expense in enhancing our lighting at the park.
- c) Architectural Committee: Louis Thiel reported 30 home sales in September and 66 applications approved for \$316,000 worth of improvements. Also, 391 new CC&R violations have been issued and 165 closed in the last 30 days. Our new guidelines came into effect for 5 habitual offenders.
- d) Water Management Committee: Gary Smith reported that our algae problem could have been prevented if we had maintained proper fish stocking (primarily white amur). A further improvement could be achieved with aeration from the bottom of the lake. Also he reported we have too many ducks in some of our lakes. A Lake Committee to focus upon habitat concerns is being formed.
- e) Marketing Committee: Louis Thiele reported on the October 8th meeting. Announcement of the patio commemorative bricks program and guidelines will be provided in next month's Roundup. The price of a brick is \$65, and a duplicate brick for the homeowner may be purchased for an additional \$30.
- f) Ad Hoc Policy Committee: Jeff Brosman reported briefly on the history of developing the latest version of the Policy Document scheduled for approval later in the meeting.
- g) Recreation Committee: Joan Long discussed end of year recreation events and also that our tennis program is growing (especially amongst children) with our new tennis pro Kwong Young. In addition, the Pickle Ball Committee is planning a special day for children early next year.
- h) Lake Habitat Committee: President Ricci announced that Geoffrey Mackenzie will chair the new committee.

VII. Unfinished Business

- a) Policy Document: Ron Ricci motioned to approve the Policy Document as written and presented except for changing 70% to 75% in item 2.6.2C (speaking about the Board of Directors seeking to maintain a minimum of 75% FFB). Jeff Brosman seconded. After considerable discussion regarding Reserve Funding FFB percentages, as well as a few questions from a homeowner regarding potential changes, the motion **passed unanimously**.
- b) Lake 1 Shelf Proposal of Adding Rip Rap Rock: Our consultant, Terrane Engineering Corporation, has recommended that our planned Lake 1 repair approved last month does not need additional rip rap rock. Board accepted the recommendation. No further action required.

VIII. New Business

- a) Board Approvals for Items over \$5,000: None required.
- b) Approval of Butler/Hansen CPA Engagement Letters: Motion by Jeff Brosman to approve Butler/Hansen engagement contracts to provide the 2018 audit, 2018 tax filings and 2019 election monitoring for the Association. Motion was seconded by Joan Long. After limited comments and explanation the motion **passed unanimously**.
- c) Cleaning/Janitorial Services: Motion by Lynda Bailey to approve Lobos Cleaners for our 2019 janitorial services. Motion was seconded by Joan Long. The bid by Lobos will save \$3000 in 2019 over our 2018 costs. The motion **passed unanimously**.

Dobson Association Inc. Board of Directors Meeting Minutes for October 18, 2018
(Approved 12/20/2018)

- d) Pre-owned Truck Purchase: Motion by Jeff Brosman to purchase a "pre-owned" V6 or V8 truck to handle heavier loads as a capital expense with an NTE of \$20,000. Motion was seconded by Ron Ricci. After a short explanation of the need, the motion **passed unanimously**.
- e) 2019 Budget: Motion by Ron Ricci, based upon the recommendation of the Budget & Finance Committee, to approve the 2019 Budget as presented by Jeff Brosman. Motion was seconded by Mike Kassel. Since all the details had been agreed upon at the October 15th Joint Board / Budget & Finance Committee Meeting, the motion **passed unanimously**.
- f) 2019 Assessment: Motion by Ron Ricci to adopt the Budget & Finance Committee recommendation to fix the 2019 assessment at \$46.20 per month. The motion was seconded by Joan Long. Every Board Member as well as several homeowners gave their position on the subject. The five primary areas of discussion were: 1) Financials support a rate decrease; 2) Voter sentiment leaning toward a rate deduction based on last two elections and last year's Board vote for the 2018 assessment; 3) Restitution to lower rates due to the errors of raising the assessment rate more than the maximum 5% in years 2003, 2005 and 2006; 4) Future potential unknown Reserve expenses; and 5) Recommendations from the Budget & Finance Committee and Butler/Hansen for keeping the current assessment rate. After considerable discussion, the motion **passed on a 5 to 4 vote, with President Ricci casting the deciding vote after the other Board Members were deadlocked (4 to 4). Final vote was 5 Yes (Bailey, Kassel, Long, Mackenzie, Ricci) and 4 No (Brosman, Murray, Smith and Thiel)**. For administrative and clerical purposes, Jeff Brosman made a motion to reduce the \$46.20 rate to an even \$46 per month. The motion was seconded by Ron Ricci. With minimal discussion, the motion **passed 8 to 1 (Lynda Bailey voted No)**.
- g) New Tennis Benches: Motion by Lynda Bailey to build in-house 12 tennis benches at a cost of \$200 each in materials to be installed in-ground at each of the tennis facilities. The motion was seconded by Sandy Murray. A prototype was on display at the meeting and features the use of hard Brazilian wood. The motion **passed unanimously**.

IX. Discussion

The following topics, limited to a few minutes per Board Member, were presented.

- a) Computer Maintenance Update
Mike Kassel gave a brief update for the committee reviewing our current computer/software usage, assessing areas for potential savings or improving efficiencies. A few areas have been discovered where we have much more capability than is needed. The team will continue its assessment. Also, a review of our telephone usage, looking for consolidation and cost reduction is warranted.
- b) Fobs
President Ricci gave some information regarding the future costs associated with the Fob entry system after its warranty expires in another 14 months. This topic remains under review for assessing its utility relative to its cost.
- c) Rose Garden
President Ricci gave an update on the appearance of the Rose Garden. Some improvements need to be made.

VIII. Adjourn

With no further discussion being desired, the President made a motion to adjourn. The motion was seconded by Louis Thiele and the motion **passed unanimously**. Meeting was adjourned at 9:02pm.

Dobson Association Inc. Board of Directors Meeting Minutes for November 15, 2018
(APPROVED 12/20/2018)

Members Present:

President: Ron Ricci	Member: Lynda Bailey	Member: Gary Smith
Vice-President: Sandra Murray	Member: Mike Kassel	
Treasurer: Jeff Brosman	Member: Joan Long	
Secretary: Louis Thiele	Member: Geoffrey Mackenzie	

Homeowners and Guests Headcount: 12

I. Call to Order

The President called the meeting to order at 7:00 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 Tim McElreth, 2418 S. Playa, requested the status of the 2019 City of Mesa Breakfast. Status was given by the Board later in the meeting. (No further action required.)

Homeowner Nate Cane, 1325 W Keats, commented that the Laguna Shores tennis Fob is functional, but can be defeated by hand insertion through the fence (part of on-going Fob review, no new action item) and also that the patio furniture should be removed or replaced (under advisement). Also, a comment was made requesting bungee cords be used to secure Laguna Park (and others) signage (under advisement). Nate also addressed the website spoofing issue being done by one real estate agent. President Ricci explained action has already been taken to stop this practice immediately. (No further action required.)

III. / V. President's Report & Community Manager's Report

The President (and acting Community Manager) discussed the following topics.

- 1) The process for finding our new Community Manager has been narrowed to three qualified candidates. Follow-on interviews are currently being scheduled.
- 2) The storm cleanup is completed. A claim for the costs of the cleanup had to be re-submitted to our insurance company. The insurance company is processing a check for \$22,900+ as compensation.
- 3) Our Reserves Specialist has requested further information regarding this year's study. We anticipate receiving our draft Reserves Study Report before our next Board meeting.
- 4) A brief review of our Homeowners Status Report was given (62 of 69 action items completed).
- 5) Our Facilities Manager is investigating replacing Fobs with sophisticated keys that are not duplicable. A brief review of Fob costs was given that shows the system is not cost effective or providing good utility.
- 6) A \$50 gift card was awarded to Pam Sanborn for her years of service in cleaning up debris in her neighborhood near our Saratoga facility. Pam epitomizes what it means to be a caring neighbor. Thank you Pam!
- 7) A \$100 gift certificate was presented to Nate Caine for his diligent efforts in supporting our on-site review for preparing our 2019 Reserve Study. Good job Nate!

IV. Minutes Approval

Approval of the 10/18/2018 Board of Directors Meeting Minutes was postponed to next month due to the fact that they were not included in the Board packet for Directors review.

VI. Committee Reports

- a) Budget & Finance Committee: Chairman Dan Romans has resigned from the committee and has been replaced by Spencer Jarvis. Michelle Masters presented for the B&F Committee the recommended approval of Greenlink for our new payroll processor and David Marburger Inc. to refurbish the Los Altos basketball court. The Treasurer, Jeff Brosman, gave a brief snapshot of our finances as of 10/31/18 [Net Income YTD of \$95,261; Net Worth YTD of \$382,001; Reserves at 90% FFB; and Total Cash Assets of \$4,857,493]. In addition, a total of 3.3 million dollars is invested with Schwab accounts in 3-month T-Bills @ 2.3%, 1-month T-Bills @ 2.2% and an insured T-Bill Money Market Fund currently yielded 1.8%. This action will result in earning ten times the amount of interest than was previously earned this past year.
- b) Master Planning Committee: Sandy Murray reported on the November meeting. The volleyball court conversion to our new staging area is proceeding. Also, Sandy reported that coordination efforts have begun in preparation for our City of Mesa Breakfast that will be held at La Casita on February 13, 2019. The Mayor, District 3 Councilman and key city officials will be attending.
- c) Architectural Committee: Louis Thiel reported 28 home sales in October and applications approved for \$196,000 worth of improvements. Also, 295 new CC&R violations have been issued and 141 closed in the last 30 days.
- d) Water Management Committee: Gary Smith reported that Craig Wilson will be managing our final phase of Lake 1 Refurbishment beginning in early December and ending in early March. Also our turtle population study being conducted on Lake 1 is in process and should be completed by year-end. Gary shared that the last fish stocking of the lakes had too many 1 to 2-inch fish as opposed to fewer, but larger fish needed for better habitat control. He advised making this adjustment for the next fish stocking.
- e) Marketing Committee: Louis Thiele reported on the November 5th meeting. Announcement of the patio commemorative bricks program and guidelines were presented in this month's Roundup. The price of a brick is \$65, and a duplicate brick for the homeowner may be purchased for an additional \$30. Recommendations for editing the Roundup were offered to the Community Manager in light of recent editing glitches, including our policy for political advertising and not allowing website spoofing of our content.
- f) Ad Hoc Policy Committee: Jeff Brosman reported that in lieu of a committee meeting an open meeting workshop was held November 6th with all Board of Directors and a few homeowners in attendance to discuss changes to employee sick leave (STO), holidays, vacation and boat fees. A summary of the resulting consensus viewpoints on each topic was provided in the Board packets for approval consideration later in the meeting (see Section VIII).
- g) Recreation Committee: Joan Long discussed end of year recreation events and also that our tennis program is growing thanks to tennis pro Kwong Young. Kwong is appreciative that staff is regularly cleaning the tennis courts. Joan also reported that our Spooktacular Halloween Event held at Laguna Park had approximately 2500 attendees.
- h) Lake Habitat Committee: Chairman Geoffrey Mackenzie is seeking homeowners interested in serving on this new committee.

VII. Unfinished Business

President Ron Ricci sought guidance from the rest of the Board, proposing that for the next six holidays all employees have 11/22, 11/23, 12/24, 12/25, 12/31 and 1/1 off, meaning no attendees at our facilities. The Fob system would be adjusted to allow access to all tennis courts on those days. Unanimous consent was granted to proceed with this action.

VIII. New Business

- a) Organization Chart: Motion by Jeff Brosman, seconded by Geoffrey Mackenzie, to approve the organization chart as presented in the Board packet. After limited discussion, the motion **passed unanimously**.
- b) Payroll Services Contract: Motion by Jeff Brosman to approve, as recommended by the B&F Committee, GreenLink as our new payroll service provider beginning with the first payroll of 2019. Motion was seconded by Gary Smith. After limited comments and explanation the motion **passed unanimously**.
- c) Holidays: Motion by Jeff Brosman to approve beginning 1/1/2019 the following eleven Holidays: New Year's Day, MLK Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Thursday and Friday, Christmas Eve, Christmas Day and New year's Eve (the same number of Holidays currently observed, with no longer allowing a Birthday Holiday in place of MLK Day). Motion was seconded by Mike Kassel. After a few comments, the motion **passed unanimously**.
- d) Restructure Sick Time Off (STO): Motion by Jeff Brosman regarding STO as follows: Beginning 1/1/2019 full-time workers will start the year with 40 hours STO available. Part-time workers will accrue 1-hour STO for every 30 hours worked. Unused STO from 2018 will be paid in January 2019. Unused STO in 2019 and subsequent years shall be "banked" into the next year at a maximum of 40 unused hours. Therefore, total maximum STO in a year cannot ever exceed 80 hours. If an employee uses more STO than what is accrued at time of terminating employment, the value of used over accrued hours will be deducted from the final paycheck. Unused STO at the time of employment termination shall be forfeited (no payout of unused STO). Motion was seconded by Joan Long. After a short explanation of the changes, the motion **passed unanimously**.
- e) Boat Fees: Motion by Jeff Brosman that starting 1/1/2019 the following Boat Fees shall apply: Motorized Boat License increases from \$35 to \$50 and Un-motorized Boat License increases from \$15 to \$25. Boat Slip Fees increase as follows: Boats from \$2.25/foot/month to \$2.50/foot/month with a minimum yearly charge of \$300; Kayaks, canoes and paddleboats from \$137.50 per year to \$150 per year. Motion was seconded by Sandra Murray. After a few comments, the motion **passed unanimously**.
- f) Los Altos Basketball Court Refurbishment (Reserve Item): Motion by Jeff Brosman to approve a NTE price of \$5500 as a Reserve expense to re-surface the Los Altos basketball court by Dave Marburger Inc. The motion was seconded by Louis Thiele. With minimal discussion, the motion **passed unanimously**.
- g) Authorizations over \$5,000: None.

IX. Discussion

The following topics, limited to a few minutes per Board Member, were discussed.

- a) Conflict of Interest
For future consideration, it was suggested that Board Members with a conflict of interest on any issue should recuse themselves from the discussion and vote on that issue.
- b) Room Rentals
The Board is still reviewing rental rates for possible rate reductions.
- c) Weeds & Dead Trees
Frustration regarding the amount of weeds and dead trees prevailing in common areas and home properties was expressed. An exhortation to cleanup our neighborhood was given.

Dobson Association Inc. Board of Directors Meeting Minutes for November 15, 2018
(APPROVED 12/20/2018)

d) Fobs

Information regarding the future costs associated with the Fob entry system after its warranty expires in another 13 months was presented. This topic remains under review for assessing its utility relative to its cost.

e) Rose Garden

Several comments were made relative to the appearance and upkeep of the Rose Garden. Some improvements need to be made. The Board will request an update next month from our Rosarian Mike Jepson.

f) Habitual/Chronic CCR Offender

Suggestions regarding the tightening from 21 days to 14 days to cure violations, raising the price of fines, and administering a fine on the third offense were discussed.

X. Adjourn

With no further discussion being desired, the President asked for a motion to adjourn from the attending homeowners. Perla Herrera made the motion to adjourn; Michelle McMasters seconded the motion and the motion **passed unanimously**. Meeting was adjourned at 8:45 pm.

**Dobson Association Inc. Board of Directors Meeting Minutes for December 20, 2018
(APPROVED 1/17/19)**

Members Present:

President: Ron Ricci	Member: Mike Kassel
Vice-President: Sandra Murray	Member: Joan Long
Treasurer: Jeff Brosman	Member: Geoffrey Mackenzie
Secretary: Louis Thiele	Member: Gary Smith

Homeowners and Guests Headcount: 15

I. Call to Order

The President called the meeting to order at 7:00 pm, after the Pledge of Allegiance. Roll call was performed and quorum was established. The Board Members reported no conflicts of interest.

II. Rosarian Presentation

Mike Jepson gave a presentation regarding the current status of our Rose garden. His review and recommendations are provided in an attachment to these minutes.

III. Homeowner Comments

Homeowner Stacy Holmstedt, 2430 S El Dorado, handed to the Board a request for information that had four items with a requested response date of 1/11/2019. (The President will review the request and make a determination.)

Homeowner John Varga, 1356 W Nopal, requested the Board or staff to provide a review of his CC&R violation for parking his van in the street. He expressed displeasure with how he could not get resolution on the issue when he visited the office. The Community Manager shall address the issue.

Homeowner Dmitri Lushnikov, 2250 S Cottonwood, received an oversized vehicle violation and was seeking a resolution. The Community Manager shall address the issue.

IV. President's Report

- 1) The President announced that Lynda Bailey has resigned from the Board. She will not be immediately replaced since an election occurs in a few months.
- 2) The President introduced our new Community Manager, Lynelle Glysson, who will begin work officially at the beginning of 2019.
- 3) The President expressed his thanks for all the work done by the Board Members this year and presented each with a \$40 gift card for use in downtown Mesa.

V. Minutes Approval

1. Motion by Thiele to approve the 10/18/2018 Board of Directors Meeting Minutes as written. Mackenzie seconded the motion and the motion passed **unanimously**.
2. Motion by Smith to approve the 11/15/18 Board of Directors Meeting Minutes as written with one correction (to add Michelle Masters as the B&F Committee presenter). Long seconded the motion and the motion passed **unanimously**.

VI. Community Manager's (CM) Report

The CM reported hiring a full-time CC&R Associate, to begin work soon. The CM reported that the Architectural & Residential Guidelines are being revised and that a workshop will be called in January. Lastly, the CM gave a status on rectifying the algae growth problem that just hit Lake 8 and some of Lake 7. (Lakes are being treated this coming week with appropriate chemicals to resolve the issue.)

**Dobson Association Inc. Board of Directors Meeting Minutes for December 20, 2018
(APPROVED 1/17/19)**

VII. Committee Reports

- a) Budget & Finance Committee: Michelle Masters expressed appreciation to the Treasurer and Finance Supervisor for their work in providing the B&F Committee with excellent reports and input that had been requested. She also presented the B&F Committee's recommendations for approving pre-school tuition rates being increased \$10 per month, adding \$15,000 to the 2019 budget for lake services, and transferring \$22,987.68 into the contingency line item of the budget (see motions below). The Treasurer, Jeff Brosman, gave a brief snapshot of our finances as of 11/30/18 [Net Income YTD of \$223,822; Net Worth YTD of \$387,184; Reserves at 90% FFB; and Total Cash Assets of \$4,856,818].
- b) Master Planning Committee: Sandy Murray reported on the 12/7/2018 meeting. She discussed the plan for cleaning the memorial signs as well as the plan for placing memorial bricks (twenty at a time) into the stage pavilion area (old volleyball court area).
- c) Architectural Committee: Louis Thiel reported 21 home sales in November and 47 applications approved for \$198,000 worth of improvements. Only 39 new CC&R violations were issued since emphasis this past month was on closing out about 200 violations. A new full-time CC&R associate has been hired and will begin work soon.
- d) Water Management Committee: Gary Smith reported that Craig Wilson will be managing our final phase of Lake 1 Refurbishment began in December and will end in early March. Also our turtle population study being conducted on Lake 1 has been suspended until warmer weather arrives. Gary shared that the last fish stocking of the lakes had too many 1 to 2-inch fish as opposed to fewer, but larger fish needed for better habitat control. He advised making this adjustment for the next fish stocking and also offered several more suggestions to the committee.
- e) Marketing Committee: Louis Thiele reported on the 12/3/2018 meeting. Topics discussed included protecting our Trademark logo, the stopping of unauthorized use of our proprietary information, improving our signage appearance throughout the Ranch, the patio memorial brick ordering, recommended improvements for the next Fall festival (more adult features), and the largest Boat Parade in our 45-year history (22 participants).
- f) Ad Hoc Policy Committee: Jeff Brosman reported that two committee meetings were held this past month. The first meeting addressed all the changes needed for the updated Employee Handbook as a result of Board approved changes in recent months as well as the proposed changes to the vacation policy. These changes are presented in the Board packet set for approval tonight. The second meeting focused on changes to the Architectural & Residential Guidelines with emphasis on incorporating stricter policy on habitual offenders. An open meeting workshop on this topic is planned for January.
- g) Recreation Committee: No meetings were held this past month due to all the events taking place. Joan Long complimented the Recreation Department for doing a superb job.
- h) Lake Habitat Committee: Chairman Geoffrey Mackenzie is seeking homeowners interested in serving on this new committee.

VIII. Unfinished Business

None.

IX. New Business

- a) Dr. Amalfi Proposal: Motion by Jeff Brosman as recommended by the B&F Committee that the Board approve a budget increase of \$15,000 to Account 6207 to cover additional expenses with the lake maintenance work-scope detailed in the revised (12/17/2018) Dr. Amalfi proposal, Joan Long seconded the motion. After limited discussion, the motion **passed 7 to 1** (Nay vote by Gary Smith).

**Dobson Association Inc. Board of Directors Meeting Minutes for December 20, 2018
(APPROVED 1/17/19)**

- b) Water Management Changes: Motion by Ron Ricci to make two changes to committee definitions: (1) Remove the word "all" from the Water Management Committee definition as presented in the Board packet and at the meeting; (2) Add the definition for the Lake Habitat Committee as presented in the Board packet and at the meeting. Geoffrey Mackenzie seconded the motion. The motion **passed unanimously**.
- c) Holiday Pools & Tennis Courts Schedule: Motion by Ron Ricci to approve the schedule for pools and tennis courts available during the 11 holidays, as presented in the Board packet (tennis courts open all 11 holidays and pools, including La Casita, open for Memorial, Independence and Labor Days). Gary Smith seconded the motion. The motion **passed unanimously**.
- d) Employee Handbook & Vacation Policy: Motion by Jeff Brosman to approve the Employee Handbook as shown in the Board packet, effective January 1, 2019, which includes changes proposed during the 11/6/2018 Workshop and approved at the 11/15/2018 Board Meeting as well a change to vacation policy by the Ad Hoc Policy Committee. Mike Kassel seconded the motion. After a short explanation of the changes, the motion **passed unanimously**.
- e) Trade Marking Our Logo: It was agreed to continue working this issue through the Marketing Committee.
- f) Organization Chart: Motion by Ron Ricci to change Mr. Wilson's Job Title to Manager, Water Resources on the Organization Chart. Sandy Murray seconded the motion. The motion **passed unanimously**.
- g) Lighting Consultant: Motion by Ron Ricci to approve a NTE of \$5,000 from the Reserve Fund for lighting consultant work regarding buildings and common areas. Sandy Murray seconded the motion. After several Board and Homeowner comments and suggestions, the motion **passed unanimously**.
- h) Contingency Budget Allocation: Motion by Jeff Brosman as recommended by the B&F Committee that the Board approve transfers from Accounts 6305, 6307, 6415, 6704 and 6905 to Contingency Fund Account 6033, totaling \$22,987.68 related to the summer storm damage. Sandy Murray seconded the motion. After a brief explanation, the motion **passed unanimously**.
- i) Pre-School Tuition Increase: Motion by Jeff Brosman as recommended by the B&F Committee that the Board approve the staff recommended pre-school tuition rate increase of \$10/month per child in accordance with the previously approved 2019 budget that includes said rate increase. Louis Thiele seconded the motion. The motion **passed unanimously**.

IX. Discussion

A few Board Members and Homeowners made brief comments regarding the fob system as well as the memorial bricks for the stage/pavilion.

X. Adjourn

With no further discussion being desired, the President asked for a motion to adjourn from the attending homeowners. Denise Snedeker made the motion to adjourn. Michelle Masters seconded the motion. The motion **passed unanimously**. Meeting was adjourned at 8:50 pm.

Dobson Ranch Rose Garden
Mike Jepsen, curator
December 20, 2018

I. History: 2002 - 2010

The first 10 years were good years. The garden started with 6 roses and by 2012 the garden had grown to approximately 250 roses. In 2012 the Dobson Ranch Memorial Garden received the Pacific Southwest District of the American Rose Society Public Garden of Excellence Award. From this point things started to go sideways.

- In early 2013 I lost my office champion Fay Bristow. She believed in the garden. If I had concerns or needs for the garden she seemed to take care of it.
- From 2013 - 2018 the recently departed HOA directed David Jones did not seem to look at the garden in a positive light. There were no funds available for rose replacement or if memorial signs needed to be repaired or replaced I was told to do without.
- In 2014 the City of Mesa put up a new bus stop including a new storm drain. Unfortunately the storm drain was not put in properly. This took 3 years to make right. In September 2014 we had a major rain occurrence. Due to the faulty storm drain the rose bed north of the bus stop plus the row of roses next to the north lakes edge deposited oil into the soil. This eventually coated the rose roots and allowed them to burn and severely damaged the roses.
- In 2016 & 2017 I could not get wood chips applied to the garden. This allowed the soil to bake in the summer sun. This damaged the vitality of some of the roses.
- Since 2015 I had sprayed the nutgrass with Sedgehammer and bermuda grass with Fusillade at the labeled rate. The herbicide did the job. The summer of 2018 was a different story. I sprayed 3 times during the summer but received no control. I doubled the rate in September and October and control was achieved.
- The September storm of 2018 uprooted a pine tree along Dobson road. This damaged roses, memorial signage and the fence next to the garden on the south side of the bus stop.

II. The Garden Scorecard Today - total roses approximately 250

- Dead roses - 34
- Damaged roses - 18
- Weakened roses - 23-28
- Roses that should be replaced - 75-80
- Memorial signs damaged or gone - 19

III. The Future of the Garden

1. Take the garden out completely
2. Bring the garden back to the original shape with some changes
 - Take out row of roses by the seating area at the bust stop - soil gets too hot during the summer
 - Rose bed north side of the seating area at the bus stop - take out the top 20" - 24" of soil and discard...deep enough to get rid of nutgrass stems and nuts; replace with good top soil then replant and redo irrigation
 - Replant much of the bed south of seating area
 - Get rid of individual memorial signs and put up a memorial plaque with names of all memorials. Place on south side of maintenance yard wall with protective cover
3. My recommendation
 - Keep the 26 roses south side of the lake
 - Keep 24 roses north side of the lake...these 50 roses will be winter pruned between Christmas and New Years
 - Get rid of individual memorial signs and put up a memorial plaque with names of all memorials. Place on south side of maintenance yard wall with protective cover
 - Take everything else out