



**The Dobson Association, Inc.  
Board of Director's General Session Open Meeting  
Thursday, May 30, 2024 7:00 pm  
La Casita, Grande Room  
2719 S Reyes, Mesa AZ 85202  
Live Streaming and In-Person Meeting**

**Meeting Minutes – Approved June 27, 2024**

**Members Present:**

President: Randy Harvey	Member: Christa Tropin
Vice President: Sam Javelosa	Member: Michael Snedeker
(Treasurer: Stephanie Fee – absent)	Member: Sandy Murray
Secretary: Holly Prasatio	Member: vacant
Member: Bradley Bettencourt – appeared virtually at 7:15pm	

**Staff Present:**

Executive Director: Fran Pawlak, CMCA, AMS, PCAM  
Landscape & Maintenance Supervisor: Marc Diaz

**I. Call to Order**

- a. The meeting was called to order by President Randy Harvey at 7:00 pm.
- b. Pledge of Allegiance
- c. Completed verbal role call to establish quorum.
- d. Agenda:
  - i. Holly moved to amend the agenda to include the La Casita Roof, Turf Reduction Project, and Laguna Park Bathroom in the Old Business section. Christa seconded.
  - ii. Sam moved to amend the agenda to move the homeowner comments to prior to Old Business section. Discussion held and Sam withdrew his motion to amend.
  - iii. Christa moved to amend to correct the spelling of Christa's first name under Recreation Committee report and that Krysta Rader provide the Preschool committee and club reports.
  - iv. Christa moved to approve the agenda with the amendments; Sam seconded the motion. Discussion held. Unanimously approved, as amended.
- e. Microphone and cameras were checked and deemed to be in working order.
- f. 27 homeowner members in attendance at the time the meeting started.



## II. Consent Calendar

- a. Consent calendar included the following items for approval:
  - i. Meeting Minutes: April 25, 2024 Open Board Meeting
- b. Christa moved to approve consent items; Sandy seconded motion. Motion unanimously passed.

## III. Reports

- a. **President's Report:** President Randy Harvey provided updates from this past month that included the following summary:
  - i. Transitioning officer positions and board liaisons have gone smoothly.
  - ii. New open Board position is open due to Andy's resignation.
  - iii. Homeowner's have reached out on the following issues, which will either be addressed in this meeting or which requires additional follow up:
    - 1. Turf Removal project
    - 2. Saratoga tennis court lights
    - 3. Pickleball Courts
    - 4. PadSplit issue (referred to attorney to see what, if anything, we can do)
    - 5. Registered Sex Offenders living in our community
      - a. We can obtain a community liaison from the Police Department to come to a future meeting to answer questions
      - b. We can advise members generally about where to find information about Registered Sex Offenders
      - c. We will be handing this off to the CC&R Committee to see what options there are to amend our CC&Rs to deal with this issue.
  - iv. Randy is meeting weekly with Fran and has met one on one with Committee Chairs
  - v. Thanks to staff and volunteers for the events put on this past month.
  - vi. Another call for community engagement: Water & Lake Committee and Recreation Committees – suggested that each Dobson Ranch club send a member to represent the club at the Recreation Committee.
  - vii. Provided a summary of topics discussed in our Executive Session.
- b. **Treasurer's Report** – Stephanie Fee, Treasurer
  - i. CDs and Treasury Note were reinvested over the past two months.
  - ii. Contacted Paul Hansen to determine how much actual free cash we have that can be transferred to Reserves. He is working on it with an expected answer around the first week of June.
  - iii. Brad arrived to the meeting and is virtual.



- c. **Executive Directors Report** – Fran Pawlak, Executive Director, presented a report including the following summary:
- i. We have a new Administrative Assistant starting on Monday.
  - ii. Jonanthan (Compliance) will be out for 2 weeks.
  - iii. Provided summary what the staff has been working on this past month, including:
    1. Looking at different insurance proposals for quotes.
    1. Reserve Study
    2. HR process with AmeriSource
    3. Rancher’s Roundup changes (expand the online edition)
    4. Welcome postcard being designed to send to new homeowners.
    5. Events and activities
    6. Collections update
- d. **Landscape & Maintenance Report** – Marc Diaz, Supervisor, presented a report including the following summary:
- i. His crew has been working on tree trimming and they have been trying to get through every area of the Ranch every 10 days or so for general landscaping.
  - ii. They will start working on pruning the Rose Garden and getting Palm trees trimmed.
  - iii. The engineer evaluated the Saratoga Light poles and quotes are being sought for the fix. This will go to the Master Planning committee and Marc will send a copy of the engineer’s report to the Board.
  - iv. Working on the electrical box that got damaged in the storm.
- e. **Committee Reports** – the following committee members presented reports:
- i. Recreation Committee – Christa Tropin
    1. We need more volunteers and people to join the committee, and for someone to volunteer to become the Chair for the committee.
    2. Movie in the Park on June 8<sup>th</sup> – sponsored by Fiber First who will provide food and games
    3. Coffee with Neighbors on June 8<sup>th</sup>
    4. Beach Bop Dance on June 15<sup>th</sup> with silent auction (starts June 12<sup>th</sup>)
    5. Small Business Club is working on swag bags for new homeowners.
  - ii. Dobson Ranch Architectural Committee (DRAC) – Sandy Murray
    1. DRAC received 24 applications, mostly for exterior painting of which 19 were approved and 5 denied.
  - iii. Master Planning Committee – Tim McElrath
    1. Reviewed the Reserve Study and completed an activity to determine how to prioritize items that will come due in next few years.



iv. Water & Lake Management Committee – Randy Harvey

1. Did not have an official meeting due to lack of quorum.
2. Randy moved to appoint Nicole Lynam as Committee Member; Sandy seconded. Discussion held. Motion passed 4-1-2, with Brad opposed; Holly and Sam abstained.
3. Randy moved to appoint Patti Larrabee as Committee Member; Sam seconded. Unanimously approved.
4. Randy mentioned that Anthony Carbajal is considering joining the committee but we are awaiting his formal application.
5. ACT Recommendation regarding Fish
  - a. Fresh Catch Fish - \$9,009.02 operating expense
  - b. Randy moved to not stock the fish; Christa seconded. Discussion held. Holly moved to amend the motion to include revisiting this issue in September to have Zach reassess to see if we need to stock utility fish. Amendment accepted. Motion unanimously passed.
6. ACT Recommendation regarding Lake Dye
  - a. Lake Dye – ACT \$6,976.97 operating expense
  - b. Randy moved to approve this expense; Holly seconded. Discussion held. Motion unanimously approved.
  - c. Brian gave overview on the purpose of Lake Dye. Holly brought up issue raised in B&F committee regarding how to save expenses for this in the future. Spencer requests that the Board give direction on what the policy is when a budget has been exceeded for the year, as was the case in this issue.
7. ADWR Annual Report Summary dated May 14, 2024 - Motion
  - a. Randy moved to approved letter; Sandy seconded. Holly raised the question of if the Turf Reduction project is reversed, what would be the process? Fran confirmed we can amend our report/letter to ADWR. Motion approved unanimously.
8. Dobson Ranch Fishing License
  - a. Randy moved to suspend the fishing license; Christa seconded. Discuss held. Motion approved unanimously.

v. Budget & Finance Committee – Spencer Jarvis

1. Meeting was held on Monday, May 20, 2024.
2. Approved April minutes, made progress on Old Business items, reviewed March 2024 financials, and implemented a new process where financials will be reviewed a month behind to give staff and the committee more time to have questions and answers back and forth.
3. B&F recommends acceptance of the March 2024 financials.



4. April 2024 financials were tabled due to administrative reviews still being in process.
  5. La Casita Roof quote was reviewed and they determined that the B&F committee does not need to give a formal recommendations but believes a review of it from the committee was appropriate as it was part of a larger Reserve project that would fall under their purview.
    - a. Requested more clarity in our purchasing policy to know what to do in the situation where the dollar amount on face does meet the review of the committee but it is a piece of a much larger project.
  6. Holly moved to accept the March 2024 financials; Michael seconded. Motion approved unanimously.
- vi. Preschool Committee – Krysta Rader
1. Discussed the differences between the Committee and the Club:
    - a. Committee will review the financials of the Preschool and fundraising efforts and how to distribute the funds raised to the Preschool.
    - b. Club will handle the fundraising and events.
  2. Teacher scheduling: request for teachers to work from home to develop new curriculum. Randy confirmed that he will follow up with Fran about this at their meeting tomorrow.
- vii. CC&R Committee (Ad Hoc) – Nicole Lynam
1. We are having the attorney review the Common Area CC&Rs to determine what could be amended and if we want to include it.
  2. Holly moved to appoint Lee Rosch as committee member; Christa seconded. Motion passes unanimously.
  3. Michael moves to appoint Nicole Lynam as Committee Chair; Christa seconded. Motion passes 6-1, with Brad opposed.
  4. Christa moves to appoint Holly Prasetio as Board Liaison; Sam seconded. Motion passes unanimously.
- viii. Policy Committee (Ad Hoc) – Holly Prasetio
1. Holly moved to approve the Ad Hoc Policy Committee and its charter; Sam seconded. Motion passes unanimously.

#### **IV. Old Business**

- a. Board Training
  - i. Holly moves to approve CAI Board Leader Certification Course at \$99 per member; Christa seconded. Board will briefly discuss each module at the beginning of every workshop. Motion passes unanimously.



- b. La Casita Roof
  - i. Discussion held regarding the project to fix the La Casita roof. We are waiting for a 5<sup>th</sup> quote and then everything will be submitted to Master Planning and B&F.
- c. Turf Reduction
  - i. Holly moved to have this project reviewed by Master Planning and B&F (if necessary) for an evaluation of the project and what recommendations they have on how to move forward; Sam seconded. Homeowners commented and discussion held. Motion passes unanimously.
- d. Laguna Park Bathroom
  - i. This is currently with Master Planning to determine what we can do with this bathroom if we are unable to sell it.

## V. New Business

- a. Financial Management Company Proposals
  - i. Presentations to occur at the June 13, 2024 workshop meeting
- b. 2025 Association Reserves Update (no-site visit) Proposal
  - i. \$4,270 operating budgeted expense
  - ii. Christa moves to approve this expense; Sandy seconded. Motion unanimously passed (Brad left prior to vote on this issue).
- c. Pickleball Court reservations
  - i. Opened it up for homeowner comments.
  - ii. Possible solutions that were discussed:
    - 1. Enable the alarm on the door to Pickleball courts
    - 2. Online reservation system but keep a few courts open for free play
    - 3. Education campaign – regular communication about not allowing non-residents into the courts (No FOB, no entry)
    - 4. Clearer signs that say “Residents and Guests only” or Private Property / No Trespassing signs. Outside: private property signs; inside courts: sign with rules
    - 5. Policy change regarding replacement of FOBs (cost and number of FOBs given to home).
    - 6. Another option is to provide a separate FOB for pickleball courts
  - iii. RecDesk signups are live, just need to sign up for an account and can reserve the courts there.
  - iv. It was determined that this would be further discussed in the Recreation Committee meeting and pickleball players were invited to attend.
- d. Open Board Position
  - i. Call for Candidates / Candidate Forum / Appointment
    - 1. Holly moves to open the call for candidates to be posted weekly in the



e-blast, in the July Roundup and all official DR social media, to close on July 26<sup>th</sup> and schedule a Candidate Forum for August with tentative appointment by the end of August (as amended); Christa seconded. Motion unanimously passed.

**VI. Homeowner Comments & Correspondence**

- a. Brian: inquired about how his wife violated her fiduciary duty and wanted it to be known that he has never done any electrical work on the Ranch.
- b. Nate: would like financials posted to the website or printed copies available to homeowners prior to the meeting; requested that motions not be made during report section of meeting and should be in the New or Old Business sections.
- c. Fred: shared concern about continuing to rock over the common areas and requested that the lights lining lake 8 be fixed.
- d. Gene: concerned about continuing to hear that we are short-staffed as the reason behind a lot of our issues and wanted to know what we are doing to address this. We confirmed that we will be looking at the 2025 budget to see how we can address this.
- e. Marge: asked about the amount in our Reserve Fund; Spencer provided info.

**VII. Upcoming Meetings & Events**

- a. Thursday, June 13, 2024 at 5:30pm – Board Workshop
- b. Thursday, June 20, 2024 at 5:30pm – Executive Session (closed)
- c. Thursday, June 27, 2024 at 5:30pm – Executive Session (closed)
- d. Thursday, June 27, 2024 at 7:00pm – General Session (open)

VIII. **Adjourn** – Holly moved to adjourn; Sam seconded the motion. Unanimously approved to adjourn the meeting at 10:13 pm.

Respectfully submitted:  
Holly Prasetio, Secretary