



**The Dobson Association, Inc.
Board of Director's General Session Open Meeting
Thursday, July 25, 2024 7:00 pm
La Casita, Grande Room
2719 S Reyes, Mesa AZ 85202
Live Streaming and In-Person Meeting**

Meeting Minutes – Approved _____

Members Present:

President: Sam Javelosa (late)
Vice President: vacant
Treasurer: Stephanie Fee
Secretary: Holly Prasetio

Member: Christa Tropin (late)
Member: Bradley Bettencourt
Member: Sandy Murray
Member: Michael Snedeker
Member: vacant

Staff Present:

Marc Diaz, Maintenance and Facilities Supervisor

I. Call to Order

- a. The meeting was called to order by Treasurer at 7:09 pm.
- b. Pledge of Allegiance
- c. Completed verbal role call to establish quorum. Quorum was established with the following members present at the start of the meeting: Stephanie, Holly, Brad, Mike, and Sandy.
- d. Agenda:
 - i. Holly moves to amend the agenda to switch committee report names of Christa Tropin and Krysta Rader on the agenda and to add motions for appointments to the Recreation and Policy Committees to the New Business section; Mike seconded. **Amendments unanimously approved.**
 - ii. Holly moved to approve the agenda, as amended; Stephanie seconded. **Agenda unanimously approved.**
- e. Microphone and cameras were checked and deemed to be in working order.
- f. 14 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: June 27, 2024 Open Board Meeting
 - ii. Meeting Minutes: July 11, 2024 Board Workshop Meeting
 - iii. Meeting Minutes: July 18, 2024 Special Open Board Meeting



- b. Holly moved to approve consent items; Sandy seconded motion. **Motion passed unanimously.**

III. Reports

a. **President's Report:**

- i. This was tabled to later in the meeting, after Sam's arrival.
- ii. Sam made an announcement that Fran Pawlak, Executive Director, is no longer with the Association. Because it is a personnel matter, the Board will not speak on the details or answer questions.

b. **Treasurer's Report** – Stephanie Fee, Treasurer

- i. Provided a summary of our investments: several CDs came due that were reinvested in staggered terms.

c. **Executive Directors Report**

- i. TABLED

d. **Landscaping and Maintenance Report** – Marc Diaz

- i. Replaced/repairs several A/C units at La Casita Rec Center
- ii. Lake 4 valve replacement: new quote is \$32,000 to replace the valve due to the unique task and requires a specialized vendor (divers)
- iii. Took care of trees that were causing damage or downed. There was one tree that a homeowner is concerned about causing damage to the wall – this is going to be referred to the Master Planning Committee to determine who is responsible and how to take care of it
- iv. Lake 4 fence or guard rail: need appropriate fencing for any area that has a drop off like this; other lakes also have this type of drop off. First step is for Marc to determine all areas that will need fencing and then submit it to the Master Planning Committee to determine the appropriate fencing and the areas that will need it.
- v. Confirmed that SRP de-energized the broken pedestal and Marc is in the process of getting 3 bids for a replacement pedestal.
- vi. Marc ordered 2 replacement fans for the Los Altos pump room in the interim while the room is being further assessed by specialists.

e. **Committee Reports** – the following committee members presented reports:

- i. Recreation Committee – Christa Tropin
 1. This was tabled to later in the meeting, after Christa's arrival.
 2. New committee members joined the meeting and discussed the upcoming activities on the calendar; pickle ball court issues; and Saratoga courts. The committee recommends Jeanie Smith to be the new Committee Chair.
 3. Marc updated about the alarm for the pickleball gate – ADT is going to work on a solution for this.



4. Marc also provided an update about why Saratoga courts are still closed: this is due to a safety concern with the light poles, which got worse after our last storm. Marc is still waiting to hear from the preferred vendor who will be doing this repair.
- ii. Dobson Ranch Architectural Committee (DRAC) – Sandy Murray
 1. TABLED
- iii. Master Planning Committee – Tim McElrath
 1. Tim previously provided his update at the July 11, 2024 Workshop.
 2. Recommended to move forward with the water gate valve replacement
- iv. Water & Lake Management Committee – Holly Prasetio
 1. Water attorneys presented on our agreement with the City regarding water conservation.
 2. Amalfi presented about the sediment study they recently completed.
- v. Budget & Finance Committee – Spencer Jarvis
 1. Meeting was held on Monday, July 22, 2024. Approved June 2024 minutes and reviewed May 2024 financials. B&F recommends acceptance of the May 2024 financials.
 2. Requested follow up from the Board regarding the La Casita roof proposals and who will be part of the working group to develop an RFP for new property management companies.
 3. Stephanie moves to accept the May 2024 financials; Holly seconded.
Motion was unanimously approved.
- vi. Preschool Committee – Krysta Rader
 1. Met last week and discussed fundraising efforts, spoke about issues that staff brought, including ADA noncompliance (they discussed the Preschool not needing to take care of this until the entire building is retrofitted to compliance). Preschool Committee is going to take over the annual Breakfast with Santa.
 2. The committee is being tasked with filling the gap between what is budgeted and what the projected income will be for the year but have not been provided with the information needed on what that amount is. What is the projected deficit for the school year / what do they need to fundraise? Is the Association going to continue to support the Preschool even if there is a gap. School starts in 2 weeks.
 3. They also have been requesting guidance on whether the budget will be separated from the Association's general budget or if the Preschool will become a separate entity. Gave input on the CPA's referral to another professional to get further clarity.
 4. Discussed utilizing the remaining dollars left over from the \$25,000 supplement for the 2023-2024 school year to be used for the 2024-2025



school year.

- vii. CC&R Committee (Ad Hoc) – Nicole Lynam
 - 1. The committee did not meet this month as we are still waiting for feedback from the attorney.
- viii. Policy Committee (Ad Hoc) – Holly Prasetio
 - 1. Application received from Richard Long and recommendation to approve him to join the committee.
 - 2. Anticipate the committee starting in the Fall.

IV. Old Business

a. System Migration

- i. TABLED our activity to determine the scope of what would be included in an RFP (will complete this activity at our August 8th Workshop).
- ii. Stephanie moved to contact City Property to provide an interim Executive Director/Community Manager; Christa seconded the motion. This would just be a temporary solution to our recent circumstances.
- iii. Spencer recommended that we seek out proposals from both City Property and APM and try to limit the scope to not be hourly but an exempt salaried and to be clear what the expectations are.
- iv. Holly moved to amend the motion to include contacting both City Property and APM; Stephanie accepted the amendment. **Motion passed unanimously.**
 - 1. Role call vote:
 - a. Christa: aye
 - b. Brad: aye
 - c. Holly: aye
 - d. Sam: aye
 - e. Stephanie: aye
 - f. Sandy: aye
 - g. Mike: aye

b. Barken Contract

- i. Provided our 90-day notice on June 5th so per our contract, our contract with Barkan will end on October 31, 2024. Sam will reach out to Barkan to see what options are available.
- ii. Discussed giving the RFP (once developed) to Barkan, as well as City Property and APM (and possibly other vendors).
- iii. Discussed adding Akina to the RFP task group. Krysta Rader would like to volunteer to join group as well.

c. La Casita Roof

- i. Southwest Roofing Consultant did not review the 5 bids and make a recommendation as we contracted them to do.



- ii. Stephanie will reach out to Southwest Roofing to clarify why they did not evaluate the 5 bids we sent to them and if they will fulfil their contract to us.
- iii. In the interim, we will request the 5 bids and analysis from the Master Planning Committee so this can be sent to the Budget & Finance committee.
- d. Lake 4 Water Control Valve
 - i. Replacement of both valves for Lake 4; also need a repair to Lake 5 and to review the rest of the lakes to ensure there are no other needs while they are in town.
 - ii. Stephanie moves to approve the replacement of Lake 4 water control valve by Rubicon Applied Divers with the understanding that due to the emergent nature we need an exception to our purchasing policy; Sam moved to amend to include a NTE of the proposal amount \$31,875, that an exception memorandum will be developed, and we will supplement the proposal with our Dobson Ranch contract; Stephanie accepts the amendment. **Motion was unanimously approved.**
 - 1. Role call vote:
 - a. Christa: aye
 - b. Brad: aye
 - c. Holly: aye
 - d. Sam: aye
 - e. Stephanie: aye
 - f. Sandy: aye
 - g. Mike: aye
 - iii. Akina will look for a template for a standard Dobson Ranch contract; Sam will also reach out to our attorney for a contract template.
- e. Lake Survey RFP
 - i. Marc requested a quote for the survey (would include a cleaning) and have not received a quote yet.
 - ii. We will discuss at the August 8th meeting once we receive the quote.

V. New Business

- a. Safety Compliance issues
 - i. Marc reviewed all issues during his report. No motions needed at this time.
 - ii. He will new quotes for the docks on lake 7 and will send to Master Planning Committee to help us develop a RFP for this project.
- b. Board Candidates – next steps
 - i. We have 4 applicants to date; tomorrow is the deadline.
 - ii. Idea was thrown out to cancel the candidate forum and instead invite them to the August 8th meeting where we could interview the candidates.
 - iii. Spencer suggested a list of questions ahead of time to the candidates.
 - iv. Holly moved to formally cancel the candidate forum and invite the board



candidates to the August 8th Workshop/Special Session; Sandy seconded. Sam moves to amend to include a list of questions to be sent to the candidates ahead of the August 8th meeting. Holly and Sandy accept amendments. **Motion unanimously passed.**

- c. Appointments for Recreation and Policy Committees
 - i. Christa moves to appoint Jeanne Smith to be the new Committee Chair for the Recreation Committee; Stephanie seconded. **Motion unanimously passed.**
 - ii. Holly moves to appoint Richard Long to the Policy Committee; Sam seconded. **Motion unanimously passed.**
- d. Motion to preserve the Water & Lake Management Meeting from July 9, 2024 indefinitely.
 - i. Holly moves to preserve the video of the Water & Lake Management Meeting from July 9, 2024 indefinitely; Stephanie seconded. **Motion unanimously approved.**
- e. Preschool Funding
 - i. Discuss rolling over the remaining money allotted for the Preschool from the 2023-2024 school year to the 2024-2025 school year.
 - ii. Stephanie moves to roll over any excess funds from the \$25,000 allotted for the 2023-2024 school year to be used within the 2024 calendar year; Sam seconded. **Motion passed 6-1 with Holly voting nay.**
 - iii. Nate objects as this was not on our agenda previously.

VI. Homeowner Comments & Correspondence

- a. Nicole: concern about Pad Split; she has concerns about one being built right behind her home. Nicole asks that we take action on this issue. City of Mesa approved permit as a residential permit (instead of a commercial property). The property is up for sale currently. CC&Rs require that the lots be used as single-family homes.
 - i. Homes identified as possible homes being converted for use as a PadSplit: 1828 S Emerson and 1742 W Nido
- b. Leigh: she also expressed concern about homes being converted to use as PadSplit homes and is requesting that the Board communicate to homeowners that Pad Split and motels are not permitted in our community.
- c. Nathan: also expressed concern about Pad Split homes; referenced ARS 9500-39.
- d. Luis: also concerned about the Pad Split.
- e. Nate: concerned about noncompliant properties and what is being done, particularly when houses are in foreclosure. Nate will email the addresses to us, and we will follow up.



VII. Upcoming Meetings & Events

- a. Thursday, August 8, 2024 at 5:30pm – Board Workshop and Special Session
- b. Thursday, August 22, 2024 at 5:30pm – Executive Session (closed)
- c. Thursday, August 22, 2024 at 7:00pm – General Session (open)

VIII. **Adjourn** – Mike moved to adjourn; Brad seconded the motion. Unanimously approved to adjourn the meeting at 9:42 pm.

Respectfully submitted:

Holly Prasetio, Secretary