



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

**Meeting Minutes – Approved May 30, 2024**

**Members Present:**

President: Randy Harvey

Vice President: Sam Javelosa

(Treasurer: Stephanie Fee – absent)

Secretary: Holly Prasetio

Member: Andy Rehn

Member: Bradley Bettencourt

Member: Christa Tropin

Member: Sandy Murray

Member: Michael Snedeker

**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. Sandy moved to approve the agenda; Christa seconded the motion. Discussion held.
    1. One minor change to correct the spelling of Christa's first name under Recreation Committee report.
    2. Sam moved to amend the agenda to include new business items of Outsourcing vs In-house Administration and HR Audit (tabled from Executive Session), if time permits. Sandy and Christa accepted the amendment.
  - ii. Unanimously approved, as amended.
- e. Microphone and cameras were checked and deemed to be in working order.
- f. Seven 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: March 28, 2024 Open Board Meeting
  - ii. Meeting Minutes: April 9, 2024 Organizational Meeting
  - iii. Meeting Minutes: April 18, 2024 Board Workshop
  - iv. Meeting Minutes: April 18, 2024 Organizational Meeting
- b. Christa moved to approve consent items; Andy seconded motion. Motion passes 4-0-4 with 4 abstaining (Holly, Sam, Brad and Andy abstained due to not being on the board during the March



meeting).

- i. Initially, it was believed we did not have the vote to approve the minutes based on the misunderstanding that those abstaining created a tied vote. Later research on parliamentary procedure clarified that an abstention does not count as a vote. Therefore, the vote passed 4-0-4.
- ii. Prior to this clarification, the board unanimously approved the minutes from April 9, 2024 and April 18, 2024 and tabled approving the March 28, 2024 minutes. However, because the action to approve all of the minutes in the Consent Calendar occurred first, all minutes were approved and the subsequent motion became moot.

### III. Reports

- a. **President's Report:** President Randy Harvey provided update from this past month that included the following summary:
  - i. Annual Meeting was held on April 9, 2024 where we received the 2023 Audit results and elected 3 new board members (Holly, Sam, and Brad).
  - ii. We held a Board of Director's workshop on April 18, 2024 and discussed appointing a ninth member to the board to fill a 2 year term vacated by Kathleen Tolar. We also discussed board officer appointments and committee liaison positions, with a focus on succession planning as people rotate on and off the board.
  - iii. The workshop was immediately followed by the Organization meeting where Andy Rehn was appointed to fill the vacate seat. We also voted in the discussed board officer appointments and committee liaison positions.
  - iv. Staff members were thanked for their hard work during this time of transition.
  - v. The annual City of Mesa breakfast as held on April 22, 2024 where we made connections with City officials and heard from them about fiber internet, crime prevention, and a number of other topics. After the breakfast, there was follow up on ways the City of Mesa can assist with providing help with irrigation/landscaping for certain areas in our community owned by the City.
  - vi. An executive session was held today, April 25, 2024, just prior to the open meeting, where we discussed homeowner requests, delinquencies, collections, legal matters, and staffing issues.
- b. **Treasurer's Report** – Stephanie Fee, Treasurer – absent (no report provided)
- c. **Executive Directors Report** – Fran Pawlak, Executive Director, presented a report including the following summary:
  - i. City of Mesa breakfast was a success and the staff enjoyed being a part of it. Board members agreed that it was a great event and very well done by staff.
  - ii. Worked on getting the new board members up to speed and setting up emails, Basecamp, etc.
  - iii. Chad has been working on getting Granicus (the new website) up and running.
- d. **Landscape & Maintenance Report** – Marc Diaz, Supervisor, presented a report including the following summary:
  - i. Lake 8 aeration pump was delivered and will be install this next month.



- ii. The landscaping crew will be making their way through the entire community, starting with the area near Lake 1, to clean up trees and landscape and to begin to create uniformity throughout the ranch. They hope to create a plan that will make it more efficient to ensure all areas of the ranch are being properly maintained/landscaped on a mapped-out cycle.
- iii. Turf Reduction: two areas identified to reduce turf (the slip of turf around lake 7 & 8 that borders the sidewalk and the lake, and the area of turf near Laguna Shores tennis courts). The goal is to match the esthetics of Lake 1. Quotes were received for this project.
- iv. Saratoga court lights: Saratoga tennis courts are still closed due to the court lights leaning and being a potential safety hazard. Marc spoke with 4 different companies and one came out to assess it. They recommended having an engineer take a look. Randy asked if a motion is needed for them to move forward in getting an engineer to review this and it was decided that it was not necessary, as long as it is within the spending limits outlined in policy.

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

- i. Recreation Committee – Christa Tropin
  - 1. The Spring Fling that occurred on April 20, 2024 was a successful event. Vendor survey provided positive feedback and 100% stated they want to return next year.
  - 2. Cinco de Mayo event will be held on May 5, 2024 3-5pm at La Casita
  - 3. Saturday at the Park will be held on May 18, 2024 with a movie at Laguna Park
  - 4. July 4<sup>th</sup> event coming and will be held on July 6, 2024 (details TBD)
  - 5. Discussion was held regarding providing Christa with access to various parts of the building in the future in order to coordinate volunteer run events where staff does not need to attend. Fran will follow up with Christa about the logistics.
- ii. Dobson Ranch Architectural Committee (DRAC) – Sandy Murray
  - 1. No updates as Sandy was not present for the last committee meeting.
- iii. Master Planning Committee – Tim McElrath
  - 1. Met last on April 4, 2024 for a short meeting. They reviewed the initial draft of reserve study and will be working on prioritizing items from that as they create their 5 year plan proposal.
  - 2. Fran will send initial draft of the reserve study to the new board members for review.
- iv. Water & Lake Management Committee – Andy Rehn
  - 1. No April meeting but the committee participated in Spring Fling event.
  - 2. The last meeting was held in February where they discussed areas for turf reduction.
  - 3. There is a dire need for new members for this committee.
- v. Budget & Finance Committee – Spencer Jarvis
  - 1. Meeting was held on Monday, April 22, 2024. They had technical issues so the meeting was not live-streamed but a committee member recorded audio that has been sent to Chad to hopefully get posted to the website soon.
  - 2. The committee did not have enough information to make a recommendation as to the March financials and will address it at next month's meeting, along with some investments that should be coming due soon.
- vi. CCR Committee (Ad Hoc) – Holly Prasetio



1. This committee has not met for a few months. The committee intends to resume meeting so it was requested that the event calendar be updated. Meetings will continue to be held the first Tuesday of the month at 5:30pm at La Casita.
- vii. Preschool Committee (Ad Hoc) – Christa Tropin
  1. Discussed fundraising ideas for the Preschool (to be filtered through the club, which they hope will eventually be formalized as a PTO in the future)
  2. Brainstorming ideas for events that would cater to the preschool age children.
  3. There are still only 4 slots out of 10 for the afternoon classes for the fall. They are working on a contingency plan if those 6 empty spots do not fill before the school year starts.
  4. Fran consulted the attorney about how fundraising money raised and collected by homeowners will be transferred to the Association and will provide that information to the committee and Board, once received.
- viii. Ad Hoc Pickleball Committee – currently on hold
- ix. Call for Volunteers
  1. All the committees need more involvement and engagement but there was a specific call for volunteers for the Water/Lake Management and Recreation Committees.

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

- a. Workshop day/date changes
  - i. Holly moved to change the Board Workshop date to the 2<sup>nd</sup> Thursday of every month at 5:30pm; Sam seconded. Motion passed unanimously.
- b. Board Training
  - i. Fran uploaded a lot of resources onto Basecamp for the Board to review but was asked to provide the Board with more information about cost and details of the various options, including both self-led and group training. This will be added to next month's workshop to discuss in detail.
  - ii. We also discussed needing to come up with a plan for ongoing training, in addition to the onboarding training that needs to be established.
- c. Board Management / Priority List
  - i. Fran reviewed some of the items on the list and Board asked questions on several items.
  - ii. Homeowner commented that it is difficult to follow along with this part of the conversation due to not having a copy of the list provided to homeowners. Suggested to have this list provided to homeowners or have it projected on the screen so homeowners can understand what is being discussed.
  - iii. This led to a discussion about opening up the Workshop meetings to homeowner participation, but no action was taken.
  - iv. It was decided that this list will be added to the agenda for the Workshop next month to discuss in more detail.



**V. New Business**

- a. Ad Hoc Policy Committee Charter
  - i. Holly moved to approve the committee with the charter; Christa seconded. Michael requested amending the motion to move the vote to May’s open Board meeting and to table discussion of it to next month’s workshop, in order for the Board to review the Charter more thoroughly. Holly and Christa accepted the amendment. Unanimously approved.
- b. La Casita Preschool Parents Club
  - i. The purpose of the Parents Club is to organize events and fundraise on behalf of the Preschool. The goal is to transition this club to a PTO format in the future.
  - ii. Christa moved to approve the La Casita Parents Club, Holly seconded the motion. Unanimously approved.
- c. Outsourcing vs In-house Administration and HR Audit
  - i. Sam moved to table these items to be discussed at the workshop; Andy seconded. Unanimously approved.

**VI. Homeowner Comments & Correspondence**

- a. Joan expressed concerns about finances and offered new board members to meet with her.
- b. Lee expressed concern about PadSplit homes being built in our community and requested the Association to look more into it and do what we can to prevent them.

**VII. Upcoming Meetings & Events**

- a. Thursday, May 9, 2024 at 5:30pm – Board Workshop
- b. Thursday, May 16, 2024 at 5:30pm – Executive Session (closed)
  - i. Sam motioned to add this extra Executive Session to the calendar; Brad seconded. Unanimously approved.
- c. Thursday, May 30, 2024 at 5:30pm – Executive Session (closed)
- d. Thursday, May 30, 2024 at 7:00pm – General Session (open)

**VIII. Adjourn** – Andy moved to adjourn; Sam seconded the motion. Unanimously approved to adjourn the meeting at 8:49 pm.

Respectfully submitted:  
Holly Prasetio, Secretary