

Tonto Hills Improvement Association

President: Robyn Baker
Vice President: Nancy Nelson
Treasurer: Jennifer La Liberte
Secretary: Chris Prentice

BOARD OF DIRECTORS MEETING MINUTES

- I. Call to Order 6:32
- II. Roll Call
 - A. Present - Robyn Baker, Stacy Holland, Jennifer LaLiberte, Raelene Milne, Nancy Nelson, Chris Prentice, David Tappe, and Duke Vukotic
 - B. Absent - Paul O'Connor
 - C. Guests (via Zoom) - Mark LaLiberte, Rick Nelson, Deb Pagel, Sam Bandt, Amber Tilley, Bork, Charlie Civer, Paulie Vukotic, Jennifer Witschger, Keith Heiman (via Zoom)
 - D. Guests (in person): Kent Debnam, Mary Debnam, Ann DiChiaria, Merilee Edwards, Marty Haak, David Hutchinson, Diana Hutchinson, Michael Kolb, Sue Kolb, Sam Miedema, Tom Miedema, Brian Milne, Doug Roesener, Don Schoonenberg, Kris Schoonenberg, Robert Tattle, and Nick Tilley.
- III. Election of Officers, Committee Chairs, and Liaisons
 - A. Officers

President - Nancy Nelson nominated Robyn Baker, Stacey Holland 2nd
6 in favor; 1 against. Motion passed.

Vice President – Robyn Baker nominated Nancy Nelson; Stacy Holland 2nd
6 in favor; 1 against. Motion passed.

Treasurer – Nancy Nelson nominated Jennifer LaLiberte; Stacy Holland 2nd
7 in favor. Motion passed.

Secretary – Jennifer LaLiberte nominated Chris Prentice; Stacy Holland 2nd
6 in favor; 1 against. Motion passed.

Co-secretary - Nancy Nelson nominated Sue Kolb; Robyn Baker 2nd.
7 in favor. Motion passed.
 - B. Liaisons

ACC - Robyn Baker nominated David Tappe; Stacy Holland 2nd
7 in favor. Motion passed.

Landscaping/Fire Mitigation – Nancy Nelson nominated Stacy Holland; Chris Prentice 2nd
7 in favor. Motion passed.

Environmental – Robyn Baker nominated Paul O'Connor; Raelene Milne 2nd
7 in favor. Motion passed.

Fire Dept. Nancy Nelson nominated Duke Vukotic; Raelene Milne 2nd
7 in favor. Motion passed.

DWID representative – Nancy nominated Raelene; Chris Prentice 2nd
7 in favor. Motion passed.

- C. Agreement to Abide by Code of Conduct
 - a. Robyn Baker, Stacy Holland, Jennifer LaLiberte, Raelene Milne, Nancy Nelson, Chris Prentice, David Tappe, and Duke Vukotic all verbally agreed to abide by the Code of Conduct.
 - b. Paul O'Connor will take oath at a later date.

- IV. Opening Remarks
 - A. Robyn Baker welcomed the new Board and thanked the community for attending the meeting.
 - B. No changes since the litigation update provided at the AGM last week. A notice of appeal was filed on February 10, 2025.

- V. Open Forum –
 - A. During the election of officers, Nick Tilley suggested the person who received the most votes in the THIA Board election should be the President. Article 5, section 2 of the By-laws states that the Board elects the officers at the first regular meeting.
 - B. Jen Witschger asked if there's anything she's required to do with respect to fire mitigation on her lot. Nancy Nelson suggested she contact the THVFD at fire@tontohills.net. Dumpsters are currently available and will be in place until the end of April.
 - C. Nick Tilley asked what the process is if a community member feels a Board/ACC member may be in violation of the Code of Conduct. Chris Prentice advised the THIA's Policies and Procedures Section 15.1 outlines the procedures regarding an ACC or Board member's violation of the Code of Conduct. Complaints must be reported in writing to the Board and will be added to the next meeting agenda where it can be addressed with the whole community.
 - D. Nick Tilley questioned the response time for inquiries to the Board. Chris Prentice responded that in most cases, responses are sent within 24 hours, but as a volunteer board, that isn't always possible. Nancy Nelson explained when residents email thia@tontohills.net, their email is currently forwarded to the Secretary, Treasurer, and Vice President. Each Board decides how emails will be handled subject to the Policies and Procedures. After a discussion, it was agreed that the Board should endeavor to acknowledge receipt of emails within 24-48 hours. Duke Vukotic requested to receive copies of emails sent to the Board.
 - E. Ann DiChiara reminded members they need to RSVP for the Italian dinner fundraiser for the THVFD.

- VI. Consent Agenda Items:
 - A. Acceptance of Meeting Agenda of 04/02/25
 - B. Approval of Meeting Minutes of 02/05/25
 - C. Approval of Meeting Minutes of 03/11/25
 - D. Jennifer LaLiberte motioned to approve; Stacy Holland 2nd
 - E. Duke Vukotic felt the minutes were too detailed and any inaccuracies could open the community up to serious issues. Jennifer LaLiberte stated minutes should include the substance of what people say, otherwise people can't understand what happened just by reading the minutes. Mr. Vukotic stated he didn't have enough time to review the updated draft minutes for the 3/11/25 meeting. Chris Prentice advised the meeting minutes had been sent the week prior and Mr. Vukotic requested that his name be removed from the minutes and "lot 17" be used instead. The minutes were updated accordingly and a revised copy sent to the Board. Board members receive the draft minutes from the prior Board meeting a week or two before the next scheduled meeting which allows them to make suggested corrections before the Board votes on them.
 - F. Rick Nelson interjected that the discussion has veered from approving the minutes to a discussion as to what should be included in future minutes. He suggested adding a future agenda item, which the Board agreed to do.
 - G. The Board called a vote to approve the Consent Agenda Items. 5 approved; 2 abstained. Motion passed.

- H. Tom Miedema suggested videotapes of the Board meetings should be available online. Mike Kolb disagreed. Item will be added to the next meeting agenda.

VII. Reports

A. Treasurer

- i. Nancy Nelson advised the proposed 2025-26 budget was sent with the AGM Meeting Announcement and no comments were received from the community. The Board will vote later tonight on the budget.

B. ACC

- i. David Tappe advised there was a special meeting regarding Raven's View's parking lot. Lot 212B owner contacted the county prior to doing work and was advised they didn't need a permit. ACC reviewed and said there was no DoR requirement for ACC to review design. If it's later determined a permit is needed; Raven's View has 90 days to provide a copy to the ACC.

C. Environmental – Nothing to report.

D. Landscaping and Fire Mitigation

- i. 1 more dumpster is coming tomorrow and we're expecting to get a total of 8 dumpsters this season.

E. THVFD and Firewise

- i. The Italian Dinner Fundraiser is this weekend and you must RSVP in advance. Drills are on the 2nd Saturday of each month.

VIII. Old Business

- A. Lot #212B complaint against Lot#230A (3/22/22); Lot #212B complaint against Lot#230A (4/19/22); Lot#215A complaint against Lot#231F, 216, 230A – On Hold

- B. Complaint Lot#195 against Lot#216, 217, 218, 231F

- i. Cars have been removed and lot 195 has asked the Board to dismiss the complaint.
- ii. Nancy Nelson motioned to dismiss complaint; David Tappe 2nd. Board approved unanimously. Motion passed.

- C. Don Schoonerberg & Merilee Edwards from THVFD advised that Rick Holasek was trying to get permission from Desert Mountain for the THVFD to go in and remove excess vegetation from the lot DM owns on Cave Creek Road, adjacent to lot owners on Kachina and Deer Trail. Desert Mountain is not motivated to clear the lot and they haven't given THVFD approval to do so either.

- i. City of Scottsdale has been doing some clearing on Cave Creek Road, along with MCDOT. We've asked MCDOT to increase fire break on each side of CCR.

- D. Chris Prentice noted the Board included Firewise information in the AGM mailing and the THVFD has sent out an eblast as well. Fire mitigation will remain on future agendas as we're heading into fire season.

IX. New Business

- A. The Board unanimously approved the 2025-26 budget after the following discussion:

- i. Nancy Nelson reported the budget is based on receiving 4 transfer fees in the 2025-26 fiscal year. Last year there were 13 closings and there are currently 5 properties on the market, so 4 is a conservative estimate.
- ii. Total Income is \$66,125 and Expenses are close to the previous year. There was a small increase in the cost for the community dumpsters and accounting services.
- iii. Duke Vukotic asked what our biggest expense is. Nancy Nelson advised it's legal expense and that's typically been the biggest expense over the years.
- iv. Jennifer LaLiberte asked what the utility expense was for. Nancy Nelson explained it includes the cost for water and lights for the landscaping at front entrance to community.
- v. Duke Vukotic asked about the \$700 in office expenses and \$500 in supplies. These items include the cost for the envelopes, stamps, and printing.

- vi. Stacy Holland motioned to approve the 25-26 budget; David Tappe 2nd. Motion passed unanimously.
 - B. Discussed getting the post office to install newer mailboxes with better security.
 - i. Stacy Holland will check with the post office as to what the process would be.
 - ii. Robyn Baker advised the Board previously looked into a shade covering and the cost was about \$30k.
 - C. Adding some form of dispute resolution to the By-Laws was discussed.
 - i. Robyn Baker stated the governing documents don't mention any type of dispute resolution, but agrees it's a good idea. We could possibly add a non-binding mediation provision, which would detail the process.
 - ii. David Tappe wanted confirmation participation would be voluntary. Several members agreed it should be voluntary.
 - iii. Nancy Nelson suggested the formation of a committee to review. Robyn Baker suggested the committee include non-Board members with a Board liaison assigned.
 - iv. Brian Milne pointed out that there could be situations involving 2 lot owners as well as a lot owner and/or the Board and ACC.
 - v. Robyn Baker advised that the courts appear to require parties to go to mediation before trial.
 - vi. Rick Nelson commented that he agreed mediation is a good option, but it shouldn't set the expectation that DoRs can be mediated. Brian Milne disagreed as the interpretation of the DoRs could be in question.
 - vii. Chris Prentice motioned to approve a committee to be set up to investigate including a mediation provision in the by-laws; Jennifer LaLiberte 2nd. Motion passed unanimously.
 - D. New Board member training is set up for 4/12/25 from 1-3pm. Nancy Nelson will walk everyone through the procedures and where to find the governing documents. All community members are encouraged to attend.
- X. Announcements
 - A. The next Board meeting will be on 6/11/25 at 6:30pm. A room will tentatively be reserved at Christ the Lord Lutheran Church.
 - i. Quick discussion about having monthly meetings as suggested earlier by Nick Tilley. Jennifer LaLiberte suggested we continue with the quarterly schedule and schedule special meetings as needed. Chris Prentice agreed.
 - ii. Don Schoonenberg suggested members reach out to the Board with any items that come up in between meetings.
 - B. Future Board Agenda Items
 - i. Update on Dispute Resolution special committee
- XI. Adjournment
 - A. Nancy Nelson motioned to adjourn at 7:52pm; Stacy Holland 2nd. Motion approved.

Approved 6/11/2025
Chris Prentice, Board Secretary