

# Tonto Hills Improvement Association

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

## BOARD OF DIRECTORS MEETING MINUTES January 21, 2026 Via Zoom Only

- I. Call to Order 6:32pm
- II. Roll Call
  - A. Present – Robyn Baker, Stacy Holland, Jennifer LaLiberte, Nancy Nelson, Paul O'Connor, Chris Prentice, and David Tappe
  - B. Guests – Sandra Abbey, BORK, Sam Brandt, Dave Chappell, Charlie Civer, Ann & Sal Dichiarla, Merilee Edwards, Dave and Diana Hutchinson, Kris Kiriazov, Tara Laman, Rick Nelson, and Steve Rensel
- III. Opening Remarks
  - A. Westhoff, et al. vs Rent-Sell, LLC – The appeal remains pending. A date has been set for oral arguments at the end of February.
  - B. Rent-Sell Real Estate, LLC countersuit vs the THIA, Westhoff, et al. – The discovery and disclosure process continues for the cases. A court-ordered mediation session is being scheduled, likely for the end of February.
- IV. Open Forum
  - A. Steve Rensel asked for copies of permits for work performed at Raven's View. He was unable to find record of permits for the parking lot and other work on the Maricopa County website. Robyn Baker advised that document requests related to Ravens View need to go through counsel, as previously stated. Mr. Rensel stated that Ann DiChiaria had advised him he could find the permits online. Nancy Nelson clarified that Ms. DiChiaria does not serve on the Board and she has not commented on any permits. Mr. Rensel said he would check the meeting recording. Mr. Rensel asked if the THIA has a contingency plan if they lose the lawsuit and there is no insurance coverage. Robyn Baker responded that these issues are being addressed by counsel and this is not the appropriate forum. Lastly, Mr. Rensel asked what the due date was for members to submit their candidacy and was advised the date is 1/31/26.
  - B. Tara Laman inquired as to what specific changes were made to the By-laws. Robyn Baker summarized that clarifications were added regarding Board/ACC resignations and decisions not to serve, as well as the addition of a new records retention policy. Nancy Nelson added that the Board retains the ability to appoint new ACC/Board members or Board officers when there is a mid-term vacancy. There was wording scattered throughout the document based on the specific reason for the vacancy (i.e. someone moves, resigns or dies), which was updated to be more unified. Legal counsel reviewed the changes prior to the vote. The resignation of Board and ACC members this past year brought to light the need to update the By-laws. Ms. Laman stated that the replacement of Board members should be up to the community, and asked about the three resignations from last summer. Ms. Baker stated that the resignations were addressed in an August Board meeting, where the Board did not appoint new members to replace the two Board members and one ACC member who resigned. Further details can be found in the meeting minutes from the August meeting.
- V. Consent Agenda Items
  - A. Acceptance of Meeting Agenda of 01/21/26 with revision that Open Forum will occur after the reports
  - B. Approval of Meeting Minutes of 12/03/25

C. Approval of Executive Session Minutes of 12/18/25

Nancy Nelson motioned to accept all consent agenda items; Stacy Holland 2nd. Motion passed unanimously.

VI. Reports

A. Treasurer

Jennifer LaLiberte advised that legal fees to date have been higher than anticipated. The Board is making its annual donation to the THVFD this month. Nancy Nelson pointed out that the budget includes a \$9,225 carry-over from last year's budget for standpipes.

B. ACC

Per David Tappe, there have not been any ACC meetings since the last Board meeting. A couple of questions have been handled through emails.

C. Environmental

Paul O'Connor shared that dry utility work is finishing up and wet utility work will be starting soon. Tom Hermann remains our contact at MCDOT. All residents should have received a letter from Tom Hermann in December with a project update. Residents may contact Tom if they need another copy of the letter.

D. Landscaping and Fire Mitigation

Stacy Holland reported the landscaper removed weeds around the mailboxes in addition to our standard monthly service last month. She obtained 3 bids for dumpsters that are set to arrive in mid to late February: Countrywide at \$950/dumpster; Trash Daddy \$585/dumpster; and Sierra Waste (provider past 2 years) was \$600/dumpster plus a one time delivery fee of \$150. After discussion Stacy Holland motioned to hire Sierra Waste to provide dumpsters for 2026 starting in mid-February; Nancy Nelson 2nd. Motion passed unanimously.

E. THVFD and Firewise

Ann DiChiara asked for people to buy raffle tickets in advance of the 2/14/26 THVFD fundraiser and to RSVP if they are coming. Nancy Nelson advised Tonto Hills was recertified as a Firewise community for 2026. Next year, there will be a more intense recertification process.

F. DWID

Stacy Holland advised the DWID received a request from residents regarding the addition of another standpipe on Old Mine Road. There are 4 standpipes needing repairs; the DWID will cover the repair costs.

VII. Old Business

A. Weed clearing to create a fire break on Cave Creek Road between Deer Trail Rd. and Old Mine Road and from Old Mine to Quail Lane – The THVFD has not yet set a date for weed clearing. Desert Mountain will need to be notified in advance.

B. The Board has been reviewing the By-laws and recommended adding a records retention schedule as well as changes to the vacancy provisions. They continue to review the Policies and Procedures. Nancy Nelson motioned to approve the updated By-Laws with a revision date of 1/21/26; Stacy Holland 2<sup>nd</sup>. Motion passed unanimously.

C. AGM Preparations

- a. Agenda items and Candidate Forms are due 1/31/26. Candidate biographies, ballots and the AGM agenda will be sent via USPS in mid-February. The proposed THIA budget, THVFD budget, and 2025 AGM Draft Meeting Minutes will be available online.
- b. A meeting will be needed before 2/15/26 to approve the ballot, agenda, and proposed budget.

D. Standpipes – Nancy Nelson and Stacy Holland have been in contact with Jeff Frazey regarding the installation of a standpipe on Old Mine Road near Sombrero. They may be able to add it

while relocating the water lines for the road construction. Charlie Civer asked that the addition of the standpipe be expedited before the fire season starts. Sandra Abbey recommended that the Fire Chief and THVFD should be involved in determining the placement of the standpipes. Nancy Nelson advised that Jeff Frazey is in contact with Chief Holasek and they are working out the details on the new standpipe.

VIII. New Business - none

IX. Future Meeting Dates

A. Next Board meeting will be February 11, 2026 at 6:30pm

X. Future Meeting Agenda Items

A. Policies and Procedures are in review. Board liaisons who have not already provided updated descriptions of their roles should do so by early February.

XI. Adjournment

Chris Prentice motioned to adjourn the meeting at 7:17pm; David Tappe 2<sup>nd</sup>. Motioned approved unanimously.

Approved 2/11/26  
Chris Prentice  
Board Secretary