

Tonto Hills Improvement Association

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

BOARD OF DIRECTORS MEETING MINUTES- DRAFT October 8, 2025 Via Zoom Only

- I. Call to Order 6:33pm
- II. Roll Call
 - A. Present – Robyn Baker, Stacy Holland, Jennifer LaLiberte, Nancy Nelson, Paul O'Connor Chris Prentice, and David Tappe
 - B. Guests - Sam Brandt, Ann Dichiaria, Dave and Diana Hutchinson, Nina Kiriazov, Doug Roesener, Amanda and Ed Wolfe.
- III. Opening Remarks
 - A. Litigation Update
 - i. Westhoff, et al. vs Rent-Sell, LLC – The appeal remains pending. Filing of additional documents is expected by the end of the month.
 - ii. Rent-Sell Real Estate, LLC countersuit vs the THIA, Westhoff, et al. – The cases are currently in the discover and disclosure process. This process will continue until the end of the year.
- IV. Open Forum – None
- V. Consent Agenda Items
 - A. Acceptance of Meeting Agenda of 10/08/25
 - B. Approval of Meeting Minutes of 08/18/25

Nancy Nelson motioned to accept both consent agenda items; Chris Prentice 2nd. Motion passed unanimously.

- VI. Reports
 - A. Treasurer

Jennifer LaLiberte advised the Board is mostly on budget per the most recent P&L; legal fees to date are higher than expected. Three lots haven't paid the annual assessments after multiple follow-ups and the Board may need to file at least 1 lien. Ms. LaLiberte is following up to confirm we have received all real estate transfer fees. Stacy Holland asked if the Board could be reimbursed for fees involved in placing liens. Although we can't charge fees, the Board can charge interest as long as the rate is set annually. It currently costs \$30 to file the lien and \$30 to release it. Based on current annual assessment of \$225, the interest rate will need to be in the 20%-25% range. The Board will add an item to the next meeting agenda to set the annual interest rate.
 - B. ACC

David Tappe shared there have been 2 ACC meetings since the last Board meeting. Pre-permit approvals were issued for lot 159 remodel and lot 37 new barn construction. Lot 84 was advised their driveway relocation project did not require ACC approval; owners should consult with Maricopa County regarding permits. The complaint by Lot 216 against 215A for excessive debris was dismissed after Lot 215A removed debris.
 - C. Environmental

Dry utility work for the road improvement project continues. Paul O'Connor confirmed that Tom Hermann remains the main contact with MCDOT. Stacy Holland asked for assistance with a

runoff issue on Deer Trail. Tom Hermann responded that he couldn't help. Robyn Baker suggested she contact the County Department of Street Maintenance or a civil engineer for assistance.

D. Landscaping and Fire Mitigation
Stacy Holland reported no issues with the landscaper who continues to provide monthly service.

E. THVFD and Firewise
Nancy Nelson provided current financial information. Ann DiChiara encouraged residents to attend upcoming events including Bingo on 10/9, Trunk or Treat on 10/30 and the Chili Fest on 11/15/25. A fundraiser is tentatively set for 1/16/26 at the Spurgin's.

F. DWID
Stacy Holland attended 2 DWID meetings. The water service interruption on 8/23/25 stemmed from a tank alarm failure. About 200k gallons of water were lost. The DWID is still replacing standpipes. They are also looking for a new Board member due to someone stepping down.

VII. Old Business

A. No response has been received from Desert Mountain to our letter regarding 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. Robyn Baker will follow up with DM.

VIII. New Business

A. The By-laws and Policies and Procedures (P&P) require updates. The Board discussed Jennifer LaLiberte's proposed records retention policy and Robyn Baker will ask the Board's attorney to review before voting on implementation. Board liaisons were requested to put together a description of their current roles and officers were asked to review the existing descriptions for their position in the P&P before the next meeting. The By-laws need wording added regarding how ACC resignations will be handled. Suggested changes will be reviewed by counsel prior to the Board vote.

B. The Board is beginning preparations for the 2026 AGM. Ballots must be sent to residents via USPS. Discussed sending the AGM Announcement, Agenda Item Request and Candidate form via email only to owners who have provided an email address and mailing via USPS to owners that have not provided email addresses to save on printing and postage expenses. Chris Prentice suggested the ballot and agenda be sent via USPS, but the other usual attachments (2025 AGM draft minutes, draft 2026-27 THIA Operating Budget, 2025-26 THIA Operating Budget and Expenses, and 2025-26 THVFD Operating Budget and Expenses) be made available via a link to the THIA website. These documents will also be emailed to residents for whom the Board has an address on file. Robyn Baker will verify with counsel that these items do not need to be included with the ballot. Chris Prentice motioned to send the AGM Announcement, Agenda Item Request and Candidate form via email to all members for whom the Board has an address on file and to send the form via USPS to those members who have not provided an email address. Nancy Nelson 2nd. Motioned passed unanimously.

IX. Future Meeting Dates

A. Next Board meeting will be December 3, 2025 via Zoom only

X. Future Board Agenda Items

A. Set interest rate for past due annual assessments

XI. Adjournment

Nancy Nelson motioned to adjourn the meeting at 7:29pm; Jennifer LaLiberte 2nd. Motioned approved unanimously.

Approved 12/3/25
Chris Prentice, Board Secretary