

TONTO HILLS IMPROVEMENT ASSOCIATION

BOARD MEETING MINUTES

7:00 PM, Sept. 22, 2014

Christ the Lord Lutheran Church

9205 E. Cave Creek Rd, Carefree, AZ

- I. Call to Order – President Tom Caglioti called the meeting to order at 7PM
- II. Roll Call
 - a. Members Present –Tom Caglioti, Jackie Hoagland, Cheryl Kaufman, Dick Mocny, Keith Pierce, Diana Cole, Rick Leach, Rick Nelson.
 - b. Members Absent –Richard Grady. Rick Nelson brought a proxy for Richard Grady.
 - c. Guests – Steve Rensel, Charlie Hoagland, Eric Hovland, Rick and Lori Ersland, Tom and Linda Rawles.
- III. Open Forum
 - a. Rick and Lori Ersland expressed concern over the appearance of the Kachina area. Their concerns were also presented in a letter to the board dated 9/18/2014. They suggested the THIA fund routine maintenance of the area. Steve Rensel provided some information from the THVFD as owners of the Kachina lot.
- IV. Consent Agenda Items:
 - a. Acceptance of Meeting Agenda – Cheryl made a motion to approve, Jacki 2nd. The motion passed.
 - b. Approval of Minutes of 7/23/2014 – Rick made a motion to approve, Dick 2nd. The motion passed.
- V. Reports
 - a. Treasurer's Report –
 - i. Dick reported that 12 lot owners are behind are their dues and steps taken according to THIA procedures. Dick also reviewed the Treasurer's report. Rick N. made a motion to approve, Keith 2nd. The motion passed.
 - b. Environmental Report –
 - i. Rick N. reported several residents have contacted him regarding the roads, especially following the recent heavy rains. Rick reviewed the 2006 road survey that was done with residents. He suggested creating a new survey to determine the community's desires regarding the roads. Cheryl offered to help. Keith made a motion that a draft of the new survey be presented at the next meeting, Rick L. 2nd. The motion passed.
 - ii. Tom reported on current development plans for the Wildcat Hill community at the corner of Cave Creek and Bartlett Dam Road.
 - c. ACC Liaison Report –
 - i. Cheryl reviewed the ACC's concerns re the need for urgency to get two amendments passed to our D of Rs: 1) making Tonto Hills 100% compliant with the old Maricopa County Hillside Ordinance, and 2) correcting the rear setback from 4 ft. to 40 ft. to align with the county.
- VI. Unfinished Business
 - a. BOD Amendment to Bylaws requested by ACC – Tom made a motion to add the following definition of "Hillside" into the Definitions Section of Addendum A to the Bylaws of the THIA dated 18 June 2014:

"Tonto Hills is considered to be 100% Hillside Property total disturbance within the gross lot area is not to exceed 75,000 square feet and shall be located entirely within the buildable area of the lot, except that disturbance related to the driveway and the utility connections may extend outside the lots buildable area to the street lot line or other lot line". Dick 2nd. The motion passed.

b. BOD Code of Conduct and Email Guidelines –

- i. Diana presented the BOD Code of Conduct with email guidelines included as #13. After discussion, Diana made a motion to add the Code of Conduct to the THIA Policies and Procedures document dated 1 March 2011 with the deletion of the phrase "general sentiment" from #17.
- ii. Rick N. proposed an amendment to the motion to modify wording in the first paragraph to say "...applicable to all board members, officers, *Architectural Control Committee Members, other* committee members and other volunteers serving the community." Jacki – 2nd. The motion passed 8 in favor, 1 opposed.
- iii. Tom proposed an amendment to the motion to delete #17. Dick – 2nd. Motion was defeated 5 against, 2 in favor, 2 abstain.

c. THVFD Liaison for Budget Review Process – Rick N. reported that he had spoken with Bob Swan who said the THVFD would be ready to present their proposed 2 year budget plan to the THIA BOD in November. Rick N. made a motion that Rick Leach and Dick Mocny be appointed THIA BOD liaisons to the THVFD for the purpose of initial review and discussion of the proposed THVFD operating expense budget. Keith 2nd. The motion passed 7 in favor, 2 against.

VII. New Business

a. Possible Assessment of 10 TH parcels not historically assessed – Dick presented information on 10 Tonto Hills lots that have not been assessed for the past 10 years. After discussion, the board reached a consensus that lots with voting rights should be assessed. Dick agreed to bring a proposed assessment plan to the next meeting.

b. Letter to the community – Tom reviewed the letter that he drafted to the community from the board. Rick N. made a motion that the letter be sent out to the THIA members, Keith 2nd. The motion passed.

c. Procedure for posting minutes to the community – Tom made a motion that Draft minutes be posted to the community within 30 days of a board meeting. Rick L. 2nd. The motion passed.

d. Desert Inet Expansion – Cheryl presented information regarding Desert Inet and a Tonto Hills resident. It was agreed that since the resident had approached the ACC, and they have responded, it is between the ACC and the resident.

e. Clean up and maintenance of Kachina and mailbox area – Jacki expressed concerns regarding the appearance of the Kachina and mailbox areas and suggested that the cost for this maintenance be supported by the board. Rick N. pointed out that the mailboxes are in the county right-of-way and the back of the mailboxes are on private property. Since the Kachina is on a THVFD lot, our new THVFD liaisons will bring up the issue with them as part of the operating budget discussion. Keith offered to get an estimate from our current landscapers for Kachina maintenance and will provide that to Rick L. and Dick, for their meeting with THVFD.

f. Review of proposed governing documents –

- i. THIA D of Rs dated May 2, 1987 – Rick N. made a motion that 1) the THIA BOD submits a revised D of Rs to our attorney with only the Hillside and Setback language changed, and 2) find out if a petition drive to change the D of Rs is legal. Cheryl – 2nd. The motion passed. The board agreed to address the other proposed changes after these changes have been approved by the community.
- ii. THIA Policies and Procedures – 1 March 2011 – Tabled until October meeting
- iii. Bylaws of THIA – 5/22/2014 – Tabled until October meeting
- iv. Addendum A to the Bylaws of THIA; ACC Design Review Process and Procedures – 18 June 2014 – Tabled until November meeting.

g. Dick brought up the need for a Statutory Agent. Rick N. said historically the president is the statutory agent, and Tom agreed to accept the responsibility.

- VIII. Announcements
 a. Future Meeting Dates – Tom will contact the board via email for next month's meeting date.
- IX. Adjournment – The board adjourned at 9:50 into Executive Session.

Diana Cole Approved 12/17/2014
 Diana Cole, Secretary

Action Items	Responsible Person	Due Date
Draft Survey on Roads	Rick N and Cheryl	October Meeting
Code of Conduct Signatures	Diana	October Meeting
10 TH parcels assessment recommendation	Dick	October Meeting
THIA Policies and Procedures Review 1 March 2011	Tom/Board	October Meeting
Bylaws of the THIA 5/22/2014	Tom/Board	October Meeting
Addendum A to the Bylaws – ACC Policies and Procedures 18 June 2014	Tom/Board	November Meeting
Draft revision of D of Rs with hillside and setback changes and submit to Mulcahy	Tom	10/1/2014
Get approval for petition drive to change D of Rs from Mulcahy	Tom	October Meeting