

Tonto Hills Improvement Association

President: Bud Tolp
Vice President: Cheryl Kaufman
Treasurer: Kathleen Kuchta
Secretary: Diana Cole

Board of Directors Meeting Minutes Wednesday, December 5, 2018 – 6 PM

THVFD Firehouse
42012 N. LaPlata Rd
Cave Creek, AZ 85331

- I. Call to Order: 6:05 p.m.
- II. Roll Call
 - A. Present – Diana Cole, Jacki Hoagland, Michael Jans, Cheryl Kaufman, Kathy Kuchta, Steven Rensel, Bud Tolp
 - B. Absent - Ann DiChiara, Nick Tilley
 - C. Guests –Charlie Hoagland, David Simkins, Nancy Nelson, Rick Nelson, Robert Tattle, Lori Ersland, Rick Ersland, Kristine Holasek, Rick Holasek, Gary Hunt
- III. Open Forum –
 - A. The Erslands presented their concern that Filoree had not been chip sealed the length of the street. They are contacting the county regarding this issue and asked . Bud Tolp provided information that the next phase of chip sealing will take place in the warmer months of May/June and will include rubberized black top and crushed aggregate.
 - B. Rick Nelson reported that 5 water valves were covered by as much as 14” of chip seal despite county assurances that all valves would remain accessible. The DWID will be contacting the county.
 - C. Steve Rensel requested that the Board research the possible relocation of the mailboxes due to safety concerns.
- IV. Consent Agenda Items:
 - A. Acceptance of Meeting Agenda of November 7, 2018
 - i. Bud Tolp made a motion to accept the agenda. Cheryl Kaufman - 2nd. The motion passed.
 - B. Approval of Meeting Minutes of October 9, 2018.
 - i. Bud Tolp made a motion to approve. Kathy Kuchta 2nd. The motion passed.
- V. Reports
 - A. Treasurer’s Report
 - i. Kathy Kuchta gave the Treasurer’s report.
 - a. The Welcome Wagon expense will be moved from Unexpected Expense to a Budgeted line item.
 - b. Kathy Kuchta has requested a monthly billing statement from CES.
 - c. Michael Jans requested the report include an Actual to Budget format and a Year over Year comparison.

- ii. Kathy Kuchta set up a non-interest bearing account for ACC building deposits and refunds.
- iii. Kathy Kuchta reported that per the THIA Board's insurance policy and with confirmation from our agent, the Commercial Lots Committee is indemnified by the THIA policy.
- iv. 2nd DWID Request for Dues Waiver – Tabled until the next meeting.
- v. There was a discussion on the Board's fiduciary responsibility and the THIA Policies and Procedures.
 - a. Kathy Kuchta will obtain a copy of the last contract with CES.
 - b. Kathy Kuchta will request a copy of CES' professional liability insurance.
 - c. Michael Jans made a motion to form a committee to review and enhance the THIA Board's fiduciary responsibility. Bud Tolp amended the motion to require that the committee report back in 30 days. Michael Jans accepted the amendment. Bud Tolp 2nd the motion. The motion passed.
 - 1. The committee will be Kathy Kuchta, Michael Jans and Cheryl Kaufman.

B. Environmental Report

- i. Bud Tolp gave an additional update on the roads. The roads will be 3/8 inch+ thick upon completion and will have pea gravel and crushed rock added into the chip seal.

C. ACC Report

- i. ACC Chair, Robert Tattle, gave an update. Please see ACC Minutes of 11/13/18 for more detail.
- ii. Traffic Barricades – Steve Rensel has agreed to remove the barricades once the county vehicles are removed and he has built a berm around his property, which will take place soon after the county vehicles are removed.
- iii. RV on Lot #218 – Steve Rensel will remove the RV after the berm is in.

D. THVFD Report

- i. The THVFD Board is in the process of changing banks and setting up new signatories.
- ii. Treasurer, Nancy Nelson, presented the Income and Expense Budget for Jul 17 – June 18 and Jul 18-June 19. The budget will be available at tontohills.net for residents to view.
- iii. All future donations to THVFD will continue to go towards the fund it is earmarked for such as building improvements (e.g. landscaping) or operational expense wish list items (e.g. firefighter emergency equipment).

- iv. Cheryl Kaufman made a motion to release the \$16,000 donation to the THVFD for operational expenses. 2nd - Jacki Hoagland. The motion passed.

E. Welcome Wagon Report

- i. Jacki Hoagland reported the gifts are ready to go.

VI. Unfinished Business

A. ACC Schedule of Deposits and Penalties

- i. Cheryl Kaufman presented a schedule, which was developed and unanimously endorsed by the ACC, as a suggested amendment to the THIA Bylaws Addendum A - ACC Design Review Process.
- ii. Bud Tolp made a motion to include the ACC Schedule of Deposits and Penalties as an amendment to the THIA Bylaws Addendum A - ACC Design Review Process. Diana Cole amended the motion to include language under *Request for Pre-build Lot Disturbance* that allows for a refund should the resident re-vegetate his property, and to clarify that the Deposits and Penalties are not retroactive. Bud Tolp accepted the amendment and restated his motion with these clarifications: 1) Under *Request for Pre-build Lot Disturbance*, "In the event the property owner does not move forward with a build, and the property owner revegetates with the same desert vegetation, upon inspection and approval, their deposit will be refunded"; and 2) in the last paragraph after the first sentence, "These terms and conditions are not retroactive". 2nd – Michael Jans. The motion passed with Steve Rensel abstaining.

B. Commercial Lots

- i. Bud Tolp reported that the new Commercial Lots Committee has met once and gave an update.

C. Email Communication

- i. Bud Tolp distributed an Email Communication document for review which will be discussed at the next meeting.

D. Request for Community Forum with MCDOT

- i. This item has been suspended.

VII. New Business

A. Survey on Community Interest in Roadside Trails

- i. Diana Cole presented the survey. The survey will be sent out.

B. Searchable documents/FAQs

- i. Diana Cole reported that the website is not searchable per our webmaster. A list of FAQs can be developed.
 - ii. The board agreed to hold this topic for the new board in 2019.
 - C. AGM Preparation
 - i. The meeting date is Wednesday, March 27, 2019. Lois O'Neill from CES is also available.
 - ii. The announcement letter was reviewed.
 - iii. The letter will be stuffed for mailing on Monday, December 10 at Jacki Hoagland's home at 6:30.
 - D. Owner of Lot #127 complaint against Owner of Lot #125
 - i. Owner of Lot #125 reported that he had contacted the owners of Lot #127 and removed the RV in question. Another large vehicle remains parked on the front of Lot#125.
 - ii. Bud Tolp will research the county regulations regarding parking vehicles and trucks on the street and respond to the Owners of Lot #127.
- VIII. Announcements
 - A. Next Meeting Date will be set on December 10, 2018.
 - B. Future Board Agenda Items to be added upon request.
- IX. Adjournment – Bud Tolp made a motion that the board adjourn. Steve Rensel -2nd. The motion passed. The board adjourned at 8:55 PM.

Diana Cole Approved 2/5/2018
Diana Cole, Secretary