

# Tonto Hills Improvement Association

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

## Board of Directors Meeting Minutes Tuesday, October 9 2018 – 6 PM

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

- I. Call to Order: 6:10 p.m.
- II. Roll Call
  - A. Present – Diana Cole, Jacki Hoagland, Sharon Hunt, Cheryl Kaufman, Kathy Kuchta, Steven Rensel, Susan Simkins, Nick Tilley, Bud Tolp
  - B. Guests –Charlie Hoagland, Gary Hunt, Sam Gibbs, Jim Gibbs, David Simkins, Ann DiChiara, Charlene Lavinger, Tom Winters, Dave Seymour, Rich Pagel, Ron Phillips, Martha and Glen Keer
- III. Open Forum –
  - A. There was a question regarding the median on Old Mine Rd
  - B. Steve Rensel read a letter to the Board. A discussion ensued regarding the contents of the letter.
  - C. Questions were raised and answered regarding the chip seal project.
  - D. Bud Tolp will follow up with the county regarding severe road rutting due to the recent storm.
- IV. Consent Agenda Items:
  - A. Acceptance of Meeting Agenda of October 9, 2018
    - i. A revised agenda with two additional items was distributed. Cheryl Kaufman made a motion to accept the agenda. Bud Tolp - 2<sup>nd</sup>. The motion passed.
  - B. Approval of Meeting Minutes of September 10, 2018.
    - i. Bud Tolp made a motion to approve. Sharon Hunt 2<sup>nd</sup>. The motion passed.
  - C. Approval of Executive Session Minutes of September 10, 2018
    - i. Bud Tolp made a motion to approve. Cheryl Kaufman – 2<sup>nd</sup>. The motion passed with 1 recusal.
- V. Reports
  - A. Treasurer's Report
    - i. Kathy Kuchta gave the Treasurer's report. Only 7 lots remain in arrears for their annual dues.
    - ii. DWID Billing – The DWID is paid up on their dues. A letter requesting a variance on future dues for their non-buildable lots was sent to the Board. This will be discussed at the next regular Board meeting.

- iii. THIA Dues Delivery Notice - The next dues notice will be sent to residents via USPS and email. A due date will be placed on the invoice. The due date will be discussed at the next Board meeting.
- iv. Bank Update – Cheryl and Kathy will report on the transition at the next Board meeting.

B. Environmental Report

- i. Because chip sealing will take place in the near future, a Speed Monitor will again be requested following completion of the chip sealing. In the meantime, Bud Tolp will reach out to MCSO for a liaison to address the speed concerns of residents.
- ii. Bud Tolp gave an update on the chip sealing of Tonto Hills roads
- iii. Chip sealing Q and A was sent to the community on 9/21/2018 and all additional questions received have been addressed.
- iv. Communication with county re chip sealing on cul-de-sacs – Bud Tolp has received clarification from the county that all cul-de-sacs and Tonto Hills roadways will be paved at the County's paving phase. However, as the chip sealing is an interim effort for high traffic roads, some existing roadways may not be included in the chip seal phase.
- v. There was a discussion on proper email communications and distribution protocol. This will be addressed at the next Board meeting.

C. ACC Report

- i. Nick Tilley gave an update. Please see ACC Minutes of 10/9/18 for more detail.
- ii. Steve Rensel reported that the plans for a Maintenance Vehicle Parking Lot on Lot #218 have been withdrawn.

D. THVFD Report

- a. Steve Rensel gave an update on training, recent mock fire drills and the completed repair of the air conditioning system at the firehouse.
- b. The THVFD Board has hired a CPA to do their bookkeeping and financial reports. Their budget will be presented to the Board for consideration in the near future.
- c. The THVFD is in need of a Treasurer on the THVFD Board.

E. Welcome Wagon Report

- i. Jacki Hoagland reported that the paper directory is almost complete. She has gathered the majority of items for the Welcome Wagon basket and will present it at the next meeting.
- ii. Bud Tolp made a motion that Welcome Wagon baskets be retroactively given to all residents who have moved in since a Welcome Wagon basket was last given. Jacki Hoagland 2<sup>nd</sup>. The motion passed.

VI. Unfinished Business

A. Schedule of Fines for violation of Tonto Hills D of R's – tabled until next meeting

B. Commercial Lots

- i. Lot #218 – See ACC report above.
- ii. Attorney Updates
  - a. Bud Tolp reviewed attorney communications regarding articles #17 and #21 of the D of R's
  - b. Committee to explore D of R's and recommend how to proceed with commercial lots
    - 1. Bud Tolp discussed a committee of 6 which he volunteered to chair. Steve Rensel volunteered to join the committee as a member of both the ACC and the Board.
    - 2. An email blast communication requesting other volunteers will be sent out by Diana Cole no later than 10/23/2018.

C. Motion related to interpretation of Article #21 of D of R's term "adjacent"

- i. Cheryl Kaufman made a motion to accept the following definition of "adjacent" and revise the Addendum A of the Bylaws of the THIA ACC Policies and Procedures to include the definition in the glossary:

"A commercial or residential property within Tonto Hills that is situated near or close to, but not necessarily touching, other property or properties of the community". Kathy Kuchta 2<sup>nd</sup>. The motion passed with 1abstain.

D. Communication with THIA Community

- i. Diana Cole reported approximately a dozen new contacts were received as a result of the letter dated 8/21/18 that was mailed to all lot owners.

- ii. Kathy Kuchta presented a real estate flyer holder to be used for paper copies of minutes for those residents with no email. Bud Tolp made a motion to purchase a flyer for up to \$25. Steve Rensel 2<sup>nd</sup>. The motion passed.
- iii. Susan Simkins presented her findings on a standing notice “sandwich” type board to announce board meetings. Susan Simkins made a motion that up to \$200 be spent on this type of board. Cheryl Kaufman 2<sup>nd</sup>. The motion passed.

E. Traffic Barricades on Lot #218

- i. Steve Rensel stated that these are temporary until the county builds a berm along the edge of his property. This is expected to be completed during the chip sealing process.

VII. New Business

A. Liability Insurance

- i. Kathy Kuchta reviewed the insurance policy that provides coverage of possible board liability, as well as physical fixtures, signs and walls (for example, at the entryway) and announced that Tonto Hills is amply covered for claims. THIA may review other bids at the next renewal as a cost-saving measure.

VIII. Announcements

- A. Next Meeting Date was set for Wednesday 11/7/2018 at the Firehouse at 6pm.
- B. Future Board Agenda Items to be added upon request.

- IX. Adjournment – Diana Cole made a motion that the board adjourn to Executive Session. Bud Tolp-2<sup>nd</sup>. The motion passed. The board adjourned at 8:33 PM.

Diana Cole Approved 11/7/2018  
Diana Cole, Secretary