

# Tonto Hills Improvement Association

President: Bud Tolp  
Vice President: Cheryl Kaufman  
Treasurer: Mark LaLiberte  
Secretary: Jacki Hoagland

## Board of Directors Meeting Minutes-

April 10, 2019 – 7:00 pm

Tonto Hills Volunteer Fire Department Firehouse  
42010 N. La Plata  
Cave Creek, AZ 85331

- I. Call to Order – 7:03 pm
- II. Roll Call
  - A. Present: Ann DiChiara, Jacki Hoagland, George Hoxie, Michael Jans, Cheryl Kaufman, Mark LaLiberte, Charlene Lavinger, Bud Tolp
  - B. Absent: Florence O'Connor
  - C. Guests: No sign-in provided
- III. Open Forum:
  - A. Resident Rick Nelson recommends BOD reviews lot voting rights and particular concern is how votes are being cast for commercial lots and proportionate shares for the parking tracts.
  - B. Resident Ralph Spurgin spoke addressing BOD and his concerns with the new ACC Addendum A Bylaws' Appendix D.
- IV. Consent Agenda Items:
  - A. Acceptance of Meeting Agenda of April 10, 2019
    - i. Motion to accept: Cheryl Kaufman,
    - ii. Second: Mark LaLiberte
    - iii. Motion passed
  - B. Approval of Meeting Minutes February 5, 2019
    - i. Motion to approve: Bud Tolp
    - ii. Second: Jacki Hoagland
    - iii. Motion passed
- V. Election of Officers, Liaisons, Project Managers
  - i. President – Bud Tolp, Vice President – Cheryl Kaufman, Secretary – Jacki Hoagland, Treasurer – Mark LaLiberte, Environmental Liaison - Bud Tolp, ACC Liaison – George Hoxie; THVFD Liaison - Ann DiChiara; Landscape Project Manager – Michael Jans
  - ii. Code of Conduct to be read at next meeting by secretary
- VI. Reports
  - A. Treasurer's Report
    - i. 2019/2020 budget reviewed and approved
    - ii. CES Contract with bond inclusion – Not received. Mark to follow-up with Lois
    - iii. Tonto Hills Improvement Association audit procedures – Michael Jans and Mark LaLiberte will work on audit plan using DWID template

- B. Environmental Report
    - i. Cheryl reported that county is doing maintenance on roads
    - ii. Bud Tolp to make a request to Maricopa County to remove "Pavement End" sign
  - C. ACC Report – nothing to report (no liaison in place at time of ACC meeting)
  - D. THVFD Report – Nancy Nelson, THVFD treasurer read financial report
  - E. Welcome Wagon Report – moving forward but nothing to report at this time
- VII. Unfinished Business
- A. Appendix D – ACC Schedule of Deposits and Penalties
    - i. Document updates to Addendum A – ACC Design Review Process March 2011; revised December 5, 2018 – moved to executive session at conclusion of meeting for discussion
  - B. Commercial lots committee update
    - i. Bud Top reported that an agreement by majority was met and details will be shared with board members prior to next meeting
  - C. Email communication document review – Document will be read by secretary at next meeting
  - D. Member communication – email vs. mail
    - i. Vital information such as invoices, certain correspondence, etc. will be mailed
    - ii. Next mailing will include a document asking residence if they wish to receive everything by mail
  - E. County rules for parking autos and large trucks on Tonto Hills roads – Bud Tolp discussed rules
  - F. Relocation of mailboxes
    - i. A recommendation was made to the board to consider moving mailboxes to the THVFD property near the Kachina
    - ii. Further discussion to take place after Ann Dichiara discusses with THVFD board
  - G. DWID request for TH dues waiver – no change in board's decision to deny
  - H. Number of votes allocated for parking tracts and subdivided lots – Bud Tolp and Michael Jans to meet with inquiring resident (Rick Nelson) to review and report back to board
  - I. Landscape maintenance contract – Michael Jans reviewing contract and an option to place landscape boulders on island to prevent U-turns
- VIII. New Business
- A. Lot #165 request for waiver of ACC deposit under the new Appendix D – Waivers will not be granted unless plans were submitted compliant with ACC Addendum A Bylaws and deposit paid prior to Appendix D effective date December 5, 2018.
  - B. Complaint regarding Lots 136 and 154
    - i. Complaints and violations discussed
    - ii. Bud to draft letter to lot owners and presented to board
  - C. ACC procedure for collecting deposits following Mulcahy recommendations so THIA/ACC is compliant with ARS Section 33-1817(B)(2).
    - i. Deposit checks currently going into escrow account at Chase Bank
  - D. ACC in relation to DORs
  - E. Dogs off leash in Tonto Hills – Ann DiChiara to draft letter to community to be emailed, mailed, and posted at mailboxes

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IX. Announcements

Future Meeting Date – Wednesday, May 15, 2019 at 6:30 pm at firehouse

X. Adjournment – approximately 9:00 pm

XI. Executive Session – Board went into executive session

Approved 5/15/19

Secretary