

ACC Meeting Minutes 20 April 2021

I. Attendance

The ACC meeting was called to order at 6:45. Committee members present via ZOOM were; Robyn Baker, Sam Brandt, Mark Laliberte, Rick Nelson, Steve Rensel, and Bud Tolp. Tonto Hills residents joining the meeting were; Rich & Deb Pagel and Tara Laman. The meeting was recorded via ZOOM.

II. Agenda

The agenda as previously published was followed

III. Nominate and elect new Chairman and Secretary

As past ACC Chairman, Bud Tolp opened the meeting calling for nominations for committee positions. Mark Laliberte nominated Bud Tolp for committee chairman, Sam Brandt second. There were no other nominations. Bud Tolp was elected 5 yes, 0 no, 1 abstention. Steve Rensel nominated Rick Nelson for Secretary, Mark Laliberte second. There were no other nominations. Rick Nelson was elected 5 yes, 0 no, 1 abstention.

Bud Tolp stated the need for someone to track and keep current the status and pertinent information on all project (new and remodels). Bud Tolp nominated Sam Brandt as project expediter. Rick Nelson second. There were no other nominations. Sam Brandt was elected 5 yes, 0 no, 1 abstention.

IV. Review Code of Conduct

The code of conduct, found in Section 14 of the THIA Policies and Procedures was discussed. By a show of hands, all six committee members signified that they had read and would follow all the requirements in the code.

V. Plan Reviews

There were no plan reviews scheduled for review at this meeting.

VI. Old business

Bud Tolp emphasized the importance of following the ACC's process and procedures. The committee will continue the development of best practices started earlier this year. As a result of lessons learned last year, the ACC recognized the importance of complete contact and project information and verifying, through on site inspections, the processes are followed.

VII. Existing Projects in TH Status

The allowable heights for Lot 20 project was discussed.

VIII. Any projects in review

IX. New Business

A 'Project Tracking Spread-sheet' has been developed. It contains fields for all the information the ACC requires on a project. Some of the data fields included are; identify and point of contact for owners and buildings, contractor numbers, permits numbers, etc. Other fields suggested are septic perk-test certification, project status, fire preparedness plans, and list of hazardous materials on site. It will be updated monthly at the meetings with comments and suggestions from members of the committee.

Rick Nelson suggested the Committee notify existing neighbors that potentially would be affected by a project be notified and invited to observe during the pre-approval meeting.

Bud Told asked all ACC members to review the Addendum A (design review process and procedures) and comment for possible updating.

The Committee discussed when to return to in-person meetings. Bud Tolp asked for suggestions on alternative meeting locations. Approval from the THIA BoD must be obtain to cover the cost of an alternative meeting site.

X. Next meeting

Meeting sites besides the THVFD Station were discuss. First alternative suggested was Christ the Lord Lutheran Church. A usual donation for use has been \$300 per quarter. ACC would need Board approval for that expense. If anyone has additional site ideas, let Bud know.

Next meeting will be 6:30 pm on 25 May via ZOOM. Future meeting planned to be in person.

Motion to adjourn, seconded, and approved.