

The Highlands, Inc.

OPEN BOARD MEETING MINUTES FOR 2025

Note: Letters read at open board meetings are not identified in these minutes. Any owner may request a copy of any letter read at open board meetings.

THE HIGHLANDS, INC.
OPEN BOARD MEETING
January 15, 2025

Call to Order (Please silence phones)

Roll Call: Present: Vice President, Rich Vertel, Secretary, Yvonne Kuhlman, Treasurer, Elizabeth Hinds, Communications Director, Connie Rose, Maintenance Director, Dave Armstrong, President, Sara Danville Gelhaus, Compliance, Chuck Ardingo, Maintenance, Tony Bettens. Matt Roth, Maintenance was absent.

Pledge of Allegiance/Moment of Silence

Reading of Protocols

Revisions to the Agenda – The Social Committee will wait until next month to report.

Approve Minutes from December Open Board Meeting as Posted: Motion by Chuck Ardingo, seconded by Tony Bettens, no discussion and unanimously approved.

Correspondence – Yvonne read a letter submitted by a group of residents regarding expenditures they feel violates the CC&R's. The expenditures were related to the men's and women's restrooms and pool heating solar system. Chuck Ardingo thanked the residents for addressing this. He will continue to provide answers to their inquiry. He noted that there were some safety issues in both the mens and womens restrooms and improvements were made to address those concerns during the remodel.

President's Report - Sara Danville Gelhaus: Reminded residents that there will not be a regular (Wednesday) Board meeting in February, only an Annual Meeting on Friday, February 7 at 1:00 PM. Residents can also vote in person on February 7 from 8:00 AM-10:00AM.

Vice President Report - Rich Vertel: If anyone did not receive a Ballot for the upcoming election, please see Diane.

Treasurer's Report – Elizabeth Hinds: A couple of areas where we were over in office supplies. We purchased a fire-proof file cabinet and check printing because we went to a new bank. Motion to approve the report made by Connie Rose, seconded by Rich Vertel, no Board discussion, some resident discussion. After no further discussion, the report was unanimously approved.

Secretary Report - Yvonne Kuhlman: A thank you luncheon for Donato Valdivia is planned for Monday, February 17 in the Clubhouse from 12:00-2:00PM. Residents are free to do anything they want for Donato. However, there will be a board presentation and

a group gift presented to him at the luncheon. If anyone wants to donate to the group gift, there will be a box in the office for that purpose.

Maintenance – David Armstrong: The Board is trying to be fiscally responsible and working to keep residents safe. Some restructuring is taking place in-house. With Donato's departure, the Board is looking at contractors to do some maintenance projects. The truck is no longer needed. We have obtained quotes from three vendors but have only heard back from one vendor. Dave made a motion to spend up to \$16,500 to hire a maintenance company. The contractor is not licensed or bonded. After some discussion by the Board and residents, the motion was tabled pending further quotes and to find a company that is licensed and bonded. We will address this at the next Board meeting under Old Business, Maintenance Company. Dave mentioned if residents observe any issues around the community to let the office know.

Dave further mentioned that it has been brought to his attention that some residents are feeding javelinas. He asked residents not to do this as it is an Arizona violation and a safety hazard. Any issues, please notify the Highlands office.

Compliance - Chuck Ardingo: Continuing to process HIR requests and all were approved. Ongoing concern with the easement on Desert Springs with debris filling up. Chuck has spoken with their representatives but not getting much response. Concern about lighting on streets. Any other concerns, contact Chuck.

Communications Report- Connie Rose. She noted the following:

- Some articles were missed in the January Fling. Please submit any articles directly to Diane Flores at diane1highlands@gmail.com. Please include Fling in the subject line.
- Volunteers are needed for potlucks. A sign-up sheet is in the Poker room.
- If any corrections to the phone directory are needed, please let the office know. A new directory will go out soon.
- Hooks in the showers will be installed soon.
- Will be meeting with the cleaning company. Any suggestions regarding cleanliness in the clubhouse let Connie know.
- Photos in the Directory – these will not be included in the next directory. Space will be used to explain the CC&R's.

Contracts - Sara Danville- Gelhaus: None at this time.

Social Committee Report- Cindy Bennett: If anyone has something they would like included on the calendar, contact Cindy. She reminded residents the Yard Sale is February 15. The Clubhouse is closed on February 21st for the White Elephant Sale which will be held on February 22. Cindy is looking for potluck hosts for Feb-May.

H.O.R.A.C- Ron Wiehl: He noted the following:

- Concert poolside recently was well attended with about 65 attendees.
- January 31 Hike, starts at 8:30am
- 60-day Walk Challenge from February 3-April 3. Details to be determined.
- HORAC meetings occur on the 2nd Thursday of each month at 9:00AM in the Resource room.
- 2nd Annual Olympics on Thursday, February 20, a sign-up sheet is available, limited to 18 people.
- Golf, Wednesday's through March at noon
- March 18 Concert with new entertainer Chance Romance, 2:00-4:00PM
- Archery at the RV lot, bring your own bow

OLD BUSINESS

- Rental Caps – Chuck Ardingo reported. He thanked everyone for attending the Information meeting recently. He reminded residents to vote on this on their ballot.
- Security Camera – Tony Bettens reported. He contacted a couple of companies for quotes. Looking to install inside the Clubhouse and by the pool and from the office area to the exit. Looking at three types of cameras
 - LPR (License Plate Reader)
 - Infrared

Sara clarified that Tony is not at a place to make a recommendation or motion as he is still gathering information

OPEN FORUM

A resident commented about the cost of purchasing a camera system and if it would be a capital improvement project. Information is still being gathered but this is something that the community has been wanting.

A resident inquired about who's responsible for landscaping at the Highlands entry. There are large bushes that interfere with line of sight. It's Desert Springs property.

Meeting adjourned at 11:18AM.

Reviewed by Secretary, Yvonne Kuhlman, Submitted by Diane Flores

Open Board Meeting Minutes pending until approved in next Open Meeting.

THE HIGHLANDS, INC.
OPEN ANNUALBOARD MEETING
February 7, 2025
Clubhouse – 1:00 PM

Call to Order (Please silence phones)

Roll Call: Present: Vice President, Rich Vertel, Secretary, Yvonne Kuhlman, Treasurer, Elizabeth Hinds, Communications Director, Connie Rose, President, Sara Danville Gelhaus, Compliance, Chuck Ardingo, Maintenance, Tony Bettens, Compliance, Matt Roth. Maintenance Director, Dave Armstrong, was absent.

Pledge of Allegiance/Moment of Silence

Reading of Protocols – Yvonne Kuhlman

Approve Minutes from January Open Board Meeting as Posted: Motion to approve the minutes by Chuck Ardingo, seconded by Rich, Connie noted a correction. Under Social Committee report by Cindy Bennett. Connie is looking for potluck hosts for Feb-May. Connie's name will be corrected to read Cindy. No further discussion, the minutes were approved unanimously.

Correspondence – Yvonne read a letter submitted by a group of residents regarding a misconception about CC&R Section 20(a), revision dated February 4, 2022 and a maximum \$35,000 spending cap. This will be discussed later at this meeting under New Business. Another letter was received and will be discussed later under Social Committee Report.

President's Report - Sara Danville Gelhaus: Sara mentioned that Yvonne's term is up as a Board member. All in attendance thanked Yvonne for her dedication. The results of the election will be relayed at the end of this meeting.

Vice President Report - Rich Vertel: Rich reported that the election went well but only about half of the community voted.

Treasurer's Report – Elizabeth Hinds: No report available as it was too early in the month to report. It should be available in about another week.

Secretary Report - Yvonne Kuhlman: Yvonne reminded everyone that the Thank You party for Donato is scheduled for Monday, February 17 at noon. There is a box in the office for anyone that would like to give him a card or one can be brought to the clubhouse on the day of the party.

Maintenance – David Armstrong: Tony Bettens reported as Dave was absent. Working on a broken washing machine. The key to remove the money is missing and a duplicate

key is being made. Tony is getting a quote on a new machine. There was a complaint regarding the dirty pool, and this is being addressed with the pool company. Part of the issue is that the covers require more than one person to remove it before the pool can be cleaned and there was only one person on the day the pool cleaner came.

Compliance - Chuck Ardingo: Chuck reported that four HIR's were received in January. He also noted the following:

- Wash Money – There is a new Admin person so this has been put on hold for now.
- We have 2 Delinquent Accounts. One has settled with the attorney and on a payment plan the other is going into foreclosure.
- Desert Springs – Overgrowth in easement area. Chuck and Tony are getting permission to clean up the area and also on Matterhorn.
- Chuck gave a shout out to Duane Stafford for repairing the lighting at the office.
- Chuck has ordered a nice plaque for Donato. He thanked Morris Coville for designing and making the plaque for us.
- Spending – Chuck had received information from some members and he has reached out to each of them. He will work to improve communications over the summer months. He thanked those that came forth. Matt added that weeds are coming up. He's spraying and thanked those that are taking care of their weeds.

Communications Report- Connie Rose: She mentioned that hooks need to be installed in the showers. Any further concerns around the community should be relayed to the office. Sara added that we will include a note in the next Fling newsletter reminding residents to vote at the next election.

Contracts - Sara Danville- Gelhaus: None at this time.

Social Committee Report- Cindy Bennett: She noted the following:

- A new amplifier was purchased and new speakers are needed as well.
- The month of February is busy with the Community Yard Sale on 2/15, White Elephant sale on 2/22, along with Quilters and Golfing.
- In March, there will be a Pancake Breakfast on 3/1, tickets are \$7, Craft Fair on 3/15, Western Band on 3/27, Food Trucks with a sign-up sheet in the Clubhouse. The Clubhouse is closed on 2/21 to set up for the White Elephant Sale. In order to get first crack at White Elephant Sale, residents should volunteer.

H.O.R.A.C- Brian Tomac reported for Ron Wiehl: He noted the following:

- 60-day Walk Challenge started this past Monday. Wanting 3 more teams to join.
- Still sponsoring hikes, sign up
- HORAC meeting on 2/13 at 9am
- A concert is March 18, from 2-4pm, music by Chance Romance

OLD BUSINESS

- A) Maintenance Company - Chuck Ardingo reported for Dave Armstrong. He mentioned that License and bonding is in process for the maintenance company Vega.
- B) Security Cameras – Tony Bettens stated a third estimate is in place. We are looking to purchase 3 cameras: one for the clubhouse, one for the pool and one at the office. The cost is about \$5,000. We have received a generous donation of \$2,000. We may look at doing an event to raise more money.
- Pool – The pool will be emptied in a couple of weeks and will be down for a couple days, date to be determined. We will communicate as best as possible, including on the sandwich board.
- Elizabeth added there may be someone in the community that can help with the security cameras.
- Sara added that the above two topics will be added to the March agenda for further updates.

NEW BUSINESS

Social Committee – Cindy Bennett: She read a letter that was sent to the Board regarding the Social Committee's request to establish a bank account under the THI Board (if the bank requires a member to sign). The reason is so that residents don't have to use their own money for Clubhouse expenses. They are asking the Board for their consideration of this request. Elizabeth mentioned this is treated differently because of AZ laws. Rich stated this was addressed about two years ago and is willing to consider now, noting that two check signers are needed. A motion was made by Chuck Ardingo to provide the Social Committee with their own account, obtain two signers pending approval by the THI attorney, seconded by Rich Vertel, with some discussion:

Q Who would the signers be?

A It was discussed to have the Board Treasurer and the Treasurer of the Social Committee as the designated signers. Elizabeth will check with the bank to see if one signer has to be from THI. We want to make sure we're doing things legally.

After further questions and much discussion, the motion was amended to allow the Social Committee to obtain their own bank account, with two of their members as signers, either of those two, subject to approval from the THI attorney. The motion was unanimously approved.

CC&R Issue – Sara Danville-Gelhaus, Rich Vertel, Chuck Ardingo: Sara stated the Board appreciates everyone's feedback. Past THI Boards have interpreted the language to be a majority of votes instead of majority of home sites. There is no malfeasance by anyone from the Board, everyone is operating status quo. Rich Vertel stated this Board has never passed an amendment to the CC&R's. For years, prior Boards and the community have not understood the CC&R's on how to pass an amendment. He suggested the language be changed to a majority of eligible homeowners that can vote.

Chuck Ardingo has had a preliminary discussion with the THI attorney and the best option is to go back to \$25,000 and renew in 2026 with an amended portion provided to homeowners. Rich Vertel will inform the attorney to draft an amendment and go back to

\$25,000. Sara asked if this goes back on the ballot for 2026 would there be an expense. Rich stated if it passes there is small legal expense. Sara asked if a motion needs to be put in place to get the process started. Rich motioned to have the amended CC&R revoked and have the original reinstated. Jason will take care of the recording. The motion was seconded by Chuck Ardingo. Some discussion regarding the number of votes to pass which is 140. A member also asked about looking at past records in the office. We can look into it. Sara mentioned that several factors can affect votes, such as eligible voters, how do you spell out the 12 months, is it eligible home sites. The Board will work to be clear on this. We can go to the attorney if anything is challenged. Hearing no further discussion, the motion was unanimously approved.

OPEN FORUM

- A member addressed the pool maintenance issue and feels draining the pool is not a good idea. He suggested the Board hire a part-time person to maintain pool. He also mentioned that the shower system is inadequate. Some residents don't shower and suntan oil builds up in the pool.
- A member asked if the pool is checked daily. Yes the pool is checked daily.
- A member mentioned that residents were previously allowed to use some THI tools. He asked the Board that members be allowed to use these again. Elizabeth Hinds mentioned there is a member of the community that has some tools that could be lent out and asked maintenance to talk to the person.
- A member inquired about draining of the pool. Sara stated it was drained about five years ago and was done in the summer, which should not have been done at that time but we will make sure we're good on our timeline.
- A member stated animals are still wandering through the community. We will include another note in the Fling newsletter reminding residents to be careful and not feed these wild animals. Connie Rose added that new construction is going on and disrupting wildlife.
- Will the security cameras record motion? They will record 24/7 and have a month of memory tape.
- A member said they have updated their mailing address several times with the office, and it is still incorrect. The office will be doing updates in the directory soon and will also be reaching out to residents for mailing address updates.

ELECTION RESULTS

Rich Vertel reported. The Rental Cap did not pass. It was short by about 18 votes. He mentioned Tony Bettens received the most votes, then Penny Wolff and Rich Vertel third.

Meeting adjourned at 2:45 PM.

Reviewed by Secretary, Yvonne Kuhlman, Submitted by Diane Flores

Open Board Meeting Minutes ~~pending until~~ approved in March Open Meeting.

THE HIGHLANDS, INC.
OPEN BOARD MEETING
March 19, 2025
Clubhouse - 10:00 a.m.

MINUTES OF MEETING

Call to Order: 10:00am

Roll Call

Present: Sara Danville-Gelhaus, Rich Vertel, Elizabeth Hinds, Penny Wolff, Chuck Ardingo, Connie Rose, Tony Bettens, Matt Roth

Absent: Dave Armstrong

Pledge of Allegiance/Moment of Silence

Reading of Protocols - Penny Wolff

Approval of Minutes of February 7, 2025, Annual Board Meeting: MOTION by Matt Roth to approve minutes, seconded by Chuck Ardingo. Sara identified the following corrections:

- Page 2, Social Committee report, reference to the purchase of microphones is incorrect and should be changed to 'An amplifier for the microphones was purchased . . .'
- Page 3, New Business; Social Committee; Q&A, second sentence that states 'Rich will check with the bank . . .'; reference to Rich should be changed to Elizabeth.
- Page 4, sentence that reads 'Some discussion regarding the number of votes to pass which is 140 plus one,' should read, 'Some discussion regarding the number of votes to pass, which is 140 or more affirmative votes.'

With no further discussion or changes, it was confirmed that the motion to approve the minutes and second includes the above mentioned changes. The amended minutes were unanimously approved.

Correspondence - Penny Wolff noted that two letters were received from members. The items raised by the members have been added as agenda items under New Business.

REPORTS:

- **President - Sara Danville-Gelhaus:** Sara identified the many successful activities that occurred since the last board meeting and thanked everyone for participating in Donato's retirement party. Sara gave her thanks to everyone for making the Highlands a great

place to live and stressed that when there is conflict with a fellow resident, remember to treat our neighbors as we want to be treated.

- **Vice President - Rich Vertel:** No report.
- **Treasurer - Elizabeth Hinds:** Elizabeth reported that there are several budget categories that need to be adjusted due to unanticipated expenses.

MOTION by Elizabeth Hinds to add \$10k to the Professional and Legal Fees budget line item and add \$10k to the Building Maintenance budget line item. The motion was seconded by Chuck Ardingo and unanimously approved

Elizabeth further noted that she is currently working on taxes.

- **Secretary - Penny Wolff:** Penny reported that she has been working with office staff to understand processes and procedures. She has updated the OS on the office computer and updated printer firmware. The office computer will need to be upgraded later this year. There is money in the reserve to cover that cost. Penny raised the current practice of not reading the name of the sender of correspondence to the Board during Open Board meetings. She noted that there is nothing in our governing documents that says letters to the Board are anonymous and the name of the sender cannot be read at open meetings. Going forward, Penny will read the name of the sender of correspondence at Open Board meetings.
- **Maintenance - Tony Bettens on behalf of Dave Armstrong:** No report.
- **Compliance - Chuck Ardingo:** Chuck reported that there was a concern raised at a previous meeting regarding the cactus on the grounds that has a support. Chuck has discussed the health of the cactus with the landscaping company, who has said that the cactus is stable and Chuck also talked to the cactus donors. The donors also contacted a company that specializes in cactus and they were provided with options which they are reviewing.

Regarding properties on Matterhorn that have overgrowth from Desert Springs plantings, Tony and Chuck met with the manager of Desert Springs and were told that if there is overgrowth, residents can trim to their property line. If owners have additional concerns, they should contact Desert Springs directly or write them a letter regarding those issues. Regarding the tree that is down in the entrance area, Desert Springs claims that is not their property. We are not sure that is correct, but Desert Springs has said we are welcome to take care of the downed tree. Tony and Dave will be cutting up and removing the tree and would appreciate additional volunteers to help.

The Clubhouse Committee is working on a concept/design which will be presented for discussion at an Open Forum meeting to be held March 27th.

We have received nine HIRs, one of which was denied. During the denial it was discovered that if homes on Matterhorn and a couple other streets are removed for whatever reason, the owner could not put in anything except a small trailer. There would not be room for carports, etc. because of setback rules. As a community, we need to consider this issue, determine how we want to move forward, and consider possible exceptions that may need to be made for those lots. We continue to stay apprised of Oro Valley codes.

An agenda item will be added for April and October for 'CC&R Setback Changes' in preparation for a possible CC&R change.

Matt discussed weed patrol. Fewer letters were sent out this year and noted that wildfire season is upon us, so please be aware of that.

- **Communications - Connie Rose:** Connie recommended that it would be helpful if members let the Compliance team know that you are aware and working on any weed issues. She also noted that it's time to put the Fling together again. If you have something you want to include in the Fling, please email Diane and put 'Fling' in the subject line. If you have photos that you want to include in the article, send those directly to Connie.
- **Contracts - Sara Danville-Gelhaus:** None

SOCIAL COMMITTEE: Cindy Bennett noted the success of THI activities, including the White Elephant sale with total sales of approximately \$2,100+ and the men's breakfast which served 169 breakfasts. Coming up March 23rd is Chicken and Karaoke, sign-up is full with 60-64 people; March 27th is Country Western night, which is also sold out. The April trip to Laughlin has been cancelled. April 12 will be 'Grill Your Own Meat' in place of the potluck; cost is \$5 a ticket which provides for sides and dessert.

HORAC: Ron Wiehl noted that the last outdoor concert was attended by 78 people. Next concert is April 15th. Next HORAC meeting is the 2nd Thursday of the month. Don't forget the Walk Challenge.

OLD BUSINESS

- **Maintenance Company License and Bonding** - Tony Bettens confirmed that Vega is officially licensed and bonded. Dave Armstrong is working on ongoing maintenance and long-term improvement plans and receiving bids. There will be additional information and updates provided at the April Board meeting.
- **Security Cameras** - Tony Bettens stated that he is continuing to work on the requirements for security cameras and has received three bids. Prices are expensive due to our need for an LPR camera on a pole. The Board is considering doing this project in two phases to split the cost over two budget cycles. There has been interest in

donations to cover the cost. Sara requested that Connie put information in the Fling asking for donations. Tony will provide an additional report at the April meeting.

- Pool Emptying - Tony Bettens confirmed that due to lack of performance, the pool maintenance person has been fired. Kent Hinds has been doing pool maintenance in the interim. Kent has confirmed that the pool needs to be drained and has proposed that it be done in November. It will be a two day process.
- Social Committee Bank Account Update - Elizabeth Hinds confirmed that the Social Committee checking account has been set up and that Jamie Horst and Cindy Bennett will have their own debit cards. Checks have been ordered.

NEW BUSINESS

- Community Open Forum, Thursday, March 27th - Nothing to add.
- Clubhouse Blinds - Tony Bettens on behalf of Dave Armstrong noted that we had a request from a member to address the blinds. We have received one quote for \$3,395. Due to budgetary issues, new blinds will have to be delayed until there are sufficient funds. It was also noted that Dave and Tony are working on creating a Maintenance form in time for distribution with the Fling which will assist the Maintenance team with documenting and prioritizing maintenance requests.
- Archery RV Lot - Discussion was held regarding the archery area located in the RV lot and possible liability issues. Rich Vertel will check with the THI Attorney regarding any liability issues and determine if signage is required. Penny noted that this was an issue raised by a Member. This item will be moved to Old Business in the April meeting for further discussion pending the liability response from our attorney.
- Policies & Procedures -

- ❖ Employees as a Resident of THI - MOTION by Chuck Ardingo to amend the current policy 'Employee as Resident of THI,' by deleting the last sentence of the last paragraph of the policy that reads:

'Nor may someone who is a resident of The Highlands be a contractor or vendor of The Highlands, Inc.'

The motion was seconded by Penny Wolff and unanimously approved.

- ❖ RV/Storage Area - MOTION by Chuck Ardingo to add an additional paragraph to the RV/Storage Area policy to read as follows:

'A maximum of two lots will be allowed to hold mobile storage containers, the container to be no more than 20 feet long, for a one year trial period beginning November 2025 through November 2026.'

The motion was seconded by Tony Bettens and approved by a vote of six for and Matt Roth voting against..

- ❖ Maintenance Equipment - MOTION by Chuck Ardingo to delete the current 'Maintenance Equipment' policy in full and replace it with the following policy:

Maintenance Shed / Tool Use Policy

The Maintenance Shed may be opened for tool use on a regular or intermittent schedule for use based upon volunteers available to manage tool use. Volunteers will meet with a Board Member prior to opening the Maintenance Shed to review this policy and what is required.

All tools and equipment are to remain at the Maintenance Shed in the RV lot.

To use tools members must sign a waiver of liability and provide their own safety equipment. No safety equipment or no waiver means no use of tools.

Tools are to be used for their intended purpose. Tools that are used by members and become damaged and/or broken will be repaired and/or replaced at the member's expense. If a tool has to be replaced it will be replaced with the exact item and make; no substitutions.

After use, the tools and Maintenance Shed will be cleaned and left in good order.

The motion was seconded by Connie Rose and unanimously approved.

Pool Maintenance - Tony Bettens noted that we have received two quotes for pool maintenance. One from Oasis Pool Service and one from Glimmering Pool & Spa Services.

MOTION by Tony Bettens to hire Glimmering Pool & Spa Services per the quote provided. The motion was seconded by Connie Rose and approved with a vote of six for and none against. Elizabeth Hinds abstained.

OPEN FORUM

A member asked if there was information on how the solar was paying off? Elizabeth will review the savings and give a comparison at the April meeting.

A member highlighted a recent mail scam. It was requested that a note be put in the Fling warning residents to beware of scams.

A resident volunteered to help cleanup the trees, etc. in the Desert Springs area at the entrance.

Sara Danville-Gelhaus announced that she will be doing a presentation on her and her dad's trip to Tunisia Friday, March 28th, 10am to Noon at the Clubhouse.

MOTION by Sara Danville-Gelhaus to adjourn. The motion was seconded by Elizabeth Hinds and unanimously approved.

Meeting adjourned at 12:06pm.

Reviewed by President, Sara Danville-Gelhaus and submitted by Penny Wolff.

Unanimously approved at the April 16, 2025, Board Meeting.

THE HIGHLANDS, INC.
OPEN BOARD MEETING
APRIL 16, 2025
CLUBHOUSE - 10:00 a.m.

MINUTES OF MEETING

Call to Order: 10:00am

Roll Call

Present: Sara Danville-Gelhaus, Rich Vertel, Elizabeth Hinds, Penny Wolff, Chuck Ardingo, Connie Rose, Tony Bettens, Dave Armstrong

Absent: Matt Roth

Pledge of Allegiance/Moment of Silence

Reading of Protocols

Approval of Minutes of March 19, 2025, Annual Board Meeting: Sara Danville-Gelhaus noted that there were minor punctuation and spelling errors that have been corrected, but no content changes. MOTION by Rich Vertel to approve minutes, seconded by Tony Bettens, and unanimously approved.

Correspondence - None

REPORTS:

- **President - Sara Danville-Gelhaus:** No report.
- **Vice President - Rich Vertel:** No report.
- **Treasurer - Elizabeth Hinds:** Elizabeth noted that the format of the Treasurer's Report has been changed to show the Actual to Budget difference in a dollar amount rather than showing the % of Budget consumed. Elizabeth provided the pool gas expenses from November 2023 - March 2024 and compared that to the bills for November 2024 - March 2025 after the solar was installed, to report a savings to date of \$5,243.14. Sara requested that the cost savings information be put in the Fling.

MOTION by Rich Vertel to approve the Treasurer's Report, seconded by Chuck Ardingo and unanimously approved.

- **Secretary - Penny Wolff:** No report.
- **Maintenance - Dave Armstrong:** Dave thanked members for all of their help with the solar project. He noted that there is a problem with the amount of heat that rises to the

ceiling of the clubhouse. To resolve this issue, a vent fan is being purchased that can be programmed to vent the heat out of the building. We will also be putting a vent in the office to help dissipate the heat. Both of these items will help with energy bills and comfort. Dave noted the following items for future consideration:

- Ongoing maintenance to ensure we are maintaining the property in good working order.
- Replacement of clubhouse windows due to safety concerns and meeting new standards.

Dave also highlighted that we still need to complete several maintenance items, including ensuring street lights are replaced and the clubhouse and office are well maintained. Dave proposed that we hire an individual rather than a company to come in one or two days a month to address the list of items that need to be done at an estimated 8 to 16 hours per month. This person would not be an employee of the Highlands. Dave asked membership to let us know if they know of anyone that might be interested.

- **Compliance - Chuck Ardingo:** Chuck noted that one HIR was received in March and one in April. One needs correction that they are working on. Weeds look pretty good, but there are some wildflowers in some areas that need to be addressed. There are some homes that have brush that are a fire concern. The Compliance Team will be looking at storage in carports as they are seeing some that could be a fire hazard. The Clubhouse Committee is still working on paint colors and other suggestions. They hope to have some decisions this fall. As noted at last month's meeting, Chuck and Tony have had conversations with Desert Springs regarding overgrowth cleanup and those meetings have gone well. Residents are encouraged to contact Desert Springs directly if they are having issues with overgrowth in the Desert Springs property behind their homes.
- **Communications - Connie Rose:** Connie noted the good attendance at Board Meetings this year and expressed her appreciation to members that are participating. Connie mentioned that a member had asked her to communicate to THI membership, please do NOT kill rattlesnakes as they serve an important purpose in our ecosystem. The fire department will come and remove them and we do have some THI residents that are also willing to remove them. If you have a rattlesnake on your property, you can cover it until someone arrives to remove it. Connie asked that you contact her via email if you would like the contact names of residents that will assist in removal of a rattlesnake. Connie will also put something in the Fling regarding rattlesnake removal. The Fling does get published during the summer months, but it will not be delivered to homes. Copies are provided in the clubhouse and office. If you want the Fling delivered by email, email Connie and put 'Fling' in the subject. Connie noted that all minutes are posted on our website and that a note at the bottom of the minutes identifies if minutes are pending approval or have been approved by the Board.
- **Contracts - Sara Danville-Gelhaus:** None.

SOCIAL COMMITTEE - Cindy Bennett: Cindy thanked the membership for their participation in events this season. She noted that the Social Committee has been holding 50/50 raffles to

raise funds for a new Clubhouse sound system. She invited members to an upcoming Social Committee meeting, Friday, April 18, 2025, at 9:00 am to plan for next season. The Social Committee encouraged residents to share new ideas by sending an email to anyone on the Social Committee. Connie will be putting something in the Fling about donating to the Social Committee for the new sound system.

HORAC - Ron Wiehl: Ron thanked everyone for supporting HORAC this season. He noted that the Walk Challenge concluded on April 3rd with approximately 2,300 miles walked. Ron commented that the Walk Challenge seemed to inspire people to walk more and that they plan to have the challenge again next year. Ron also noted that the outdoor concerts continue to be a success.

OLD BUSINESS:

- **Archery Area RV Lot** - Dave Armstrong received a question regarding the archery area and if it would reduce income we may get for that area of the RV lot. Dave met with Linc and that area will not affect revenue as it is not used for RV/storage rental. He also noted that there is no bike path, walking path, etc. in the area. Dave pointed out the rules that were provided to the membership at the meeting. In addition, we have checked with the insurance company and there would be no increase to our insurance premium. Dave reviewed some statistics for injuries from other sports highlighting that there are very few injuries attributed to archery.

MOTION by Dave Armstrong as follows:

'Designate a 5 yard wide by 30 yard long area of the RV Lot to be used for archery target shooting. Said area will no longer be considered part of the RV Lot, but solely for the purpose of archery. All equipment, including targets, will be provided by THI Members and their guests using the area. Signage with rules and regulations for use will be posted.'

The motion was seconded by Rich Vertel.

During discussion, it was noted by Penny Wolff that we just received additional information from the insurance company that because there would be no wall or barrier around the archery area there was a risk that our insurance company could cancel or not renew our policy. If that happened, we would have to find a new insurance company which could increase our cost.

After this latest feedback from the insurance company, Dave Armstrong withdrew his motion.

However, the Board asked that Penny query the insurance company further to ask if it is possible to exclude archery as a known risk and also ask if a signed release would eliminate the risk.

This item will remain in Old Business until we get further clarification from the insurance company.

- **Security Cameras** - Tony Bettens communicated that the clubhouse and pool cameras have been tabled until next year due to lack of budget. The LPR camera quotes were all within \$500 to \$600. Tony prefers the latest quote received as it includes the pole install where the others do not. The cost is approximately \$7,200. We have a donor who would like to contribute \$2,000, which leaves a balance of \$5,200. In addition, we would still need to have electricity run to the pole. We do not have an estimate for running electricity at this time. Because we do not have the needed \$5,200 in the budget to do the LPR camera this year, Tony would like to consider a special assessment of \$23.50 per household. Another solution would be to wait until next year and add the cameras to the maintenance budget. However, Tony cautioned that it could be more expensive if we wait and he can't ensure the donor will still be willing to donate the \$2,000.

MOTION by Tony Bettens requesting a one-time special assessment of \$23.50 per household to pay for the LPR camera pending consultation with the electric company.

The motion was seconded by Rich Vertel.

After discussion, the motion was withdrawn.

This item is tabled until January 2026. Tony will meet with companies to see if they would be willing to lock in a quote amount until next year and confirm if the donor will still donate the funds next year.

NEW BUSINESS:

- **Purchases Made by Residents / Board Pre-Approval** - Elizabeth Hinds noted that recently residents have been purchasing items that were not needed or that were not approved.

MOTION by Elizabeth Hinds to create a new THI policy as follows:

Member Purchase Reimbursement Policy

'All purchases by THI Members for supplies or other items to be used on behalf of or for the benefit of THI must have a pre approved Requisition Request Form signed by a current THI Board Member. A receipt for approved purchases must be attached to the approved Requisition Request Form and turned into the THI office for reimbursement. The receipt date must be AFTER the THI Board member pre-approval date on the Requisition Request Form. If no pre-approved Requisition Request Form and proper receipt are provided, the reimbursement request will be denied.'

The motion was seconded by Chuck Ardingo and unanimously approved.

- **Clubhouse Rental Policy** - Connie Rose received feedback at the Open Forum meeting held by Chuck Ardingo that the THI Clubhouse rental fee is very low and would not cover replacement value of tables and chairs. Connie will be considering this matter further, reviewing rates and the rental policy. She will provide more information at the October Board meeting. Connie asked that anyone with additional feedback/ideas, please contact her via email.
- **Guest Policy** - Sara Danville-Gelhaus received feedback during the Open Forum held by Chuck Ardingo regarding the THI guest policy. Sara noted that Arizona state law requires that if you rent your house, the renter has to pay a \$25 fee to THI and fill out a new registration form (found at the THI office). Sara also noted that there is not an official THI guest policy and that she is not requesting that one be created. However, Sara wanted to ensure that members are aware of the notification requirement to THI. A suggestion was made that the property owner should let the office know that someone will be using/renting the residence to avoid a possible call to police. Sara asked that an item be put in the Fling regarding this matter, including asking residents to let the office know if a different vehicle will be parked at their home while they are away.
- **Solar Cost Savings** - See Treasurer's Report.
- **CC&R Setback Changes** - Chuck Ardingo highlighted that Oro Valley has new requirements for homes in a flood zone. Chuck will be making a proposal for a CC&R change to increase the home height limitation from 15 feet to 15.4 feet to meet the Oro Valley flood zone ordinance. Chuck asked for volunteers to work with him to look at setbacks for smaller lots and do an evaluation over the next six to eight months.
- **Ongoing Maintenance / Long-term Improvement Plans** - See Maintenance Report.

OPEN FORUM:

A member requested that we put up a sign in the office regarding the guest policy discussed earlier. It was noted that there currently is a sign in the office window.

MOTION by Rich Vertel to adjourn. The motion was seconded by Penny Wolff and unanimously approved.

Meeting adjourned at 11:22am

Reviewed by President, Sara Danville-Gelhaus and submitted by Secretary, Penny Wolff.

Open Board Meeting Minutes pending until approved at next Open Meeting.