



**Approved Copy
559th Minutes of the
Hillcrest Improvement
Association
Board of Directors
November 11, 2025- 6 p.m.
(Pool Pavilion)**

Board Members Present:

President, Steve Larson; VP/Architecture Chairperson, Mike Yore; Treasurer, Cheri Gries; Secretary, Sandy Kaye; Membership Chairperson, Jeremy Grimm; Infrastructure Chairperson, Dave Hendrickson; Landscape Chairperson, Judith Levin; Hospitality, Sandy Matchette

Joining from the Community: Thomas Doely, Barbara Frandsen, Brenda Boyd, Micki Eckels, Vicki Greenfield, Stephen Hayes, Kenny Roynestad, Kathy and Mark Hellan, Kendra York, Molly York, Winkie Schwartz, Anne Compton, Ted and Catherine Gates, Tom Mirasola, Elizabeth d'Huart, Gordon Weagle, Jerry Gries, Randy Parker

Steve Larson called the meeting to order at 6:01 p.m.

President's Report

Steve asked if anyone was attending their first meeting. On a technicality, Tom Mirasola was welcomed again.

Steve announced guidelines for speaking.

Speak when recognized by the President and please respect the 3-minute limit.

State your name for the Secretary to note in meeting minutes.

Call to Public

Kenny Roynestad informed the group that he, Ed Jeter and Steve Hayes have been investigating lighting solutions for our islands since March. They would like to have a Town Hall Meeting with a prospective vendor who would set up the lights so we could actually view them instead of trying to visualize what they would look like. Kenny said we have choices: do nothing; go back to solar lighting; go back to traditional lighting; use off grid solar lights or low voltage lights that would require trenching. His committee would like a community vote on a solution after the Town Hall.

There is funding for this project in the Reserve Account.

(Secretary's note: this will be on the Agenda for December.)

Barbara Frandsen told us about a 10% discount for membership fees into the Moon Valley Neighborhood Association if paid for by December 15th.

President's Report, Part II

Steve reviewed the Mulcahy Podcast call where we can ask questions and receive free legal advice.

Summary of the questions from the podcast:

During the podcast, I submitted the following question on behalf of the HIA Board:

Our HOA runs on a fiscal year from January 1st through December 31st each year. The board will vote to approve our 2026 annual budget at the November 11th regular board meeting in order to meet CC&R provisions to provide invoices for membership fees to owners by December 1st.

Our Annual Meeting is Saturday, February 14th this year. Our CC&Rs and Bylaws do not specify that the membership must approve the annual budget. However, traditionally association membership has voted to approve the budget at the annual meeting, leaving the association six weeks without a membership approved budget. If the Board approves the budget prior to December 1st, do we need to maintain the tradition of having owners approve the budget at the annual meeting? Would there be any consequences if the budget was not approved by the owners at the annual meeting?

Beth Mulcahy's response was that since our governing documents do not specify that the owners must vote on the budget each year, approval of the budget by the board in November is appropriate and is sufficient to allow the board to start the new year with a new, board approved budget in place. She said it would also be appropriate and sufficient to announce during the annual meeting that the budget had been approved at the November meeting. Sandy Kaye (who was also on the podcast) and I talked after the meeting and determined that it would be appropriate to let owners know that we will be voting to approve the budget at this November meeting, and that there will not be a membership vote at the annual meeting next year to approve the same budget. This will be in alignment with our governing documents.

Another question was asked by another planned community about creating a reserve fund for asphalt maintenance and construction of streets.

Beth Mulcahy's answer was that all planned communities should have a reserve study completed by a reputable company, which results in a report of future costs that will need to be allocated and a plan for getting to that fiscal position when needed. She said all planned communities should have this in place. It was good to hear her reiterate how important this is and that we are in a good place again with this.

Steve also said this:

I want to address one more thing that came up as recently as yesterday. In my humble opinion, acting respectful and kind to each other should be a cornerstone of how we treat each other in this community, and I think it is something we can work on moving forward. This applies to conversations in person, whether during a board meeting or while out walking in the neighborhood, and online via emails and texts. To be honest, I am not privy to all of the in-person conversations that take place in the community, but based on some things that have been brought to the board's attention while I have been on the board the last two years, there is a communication network that sometimes is more detrimental than helpful. It is my sincere hope that moving forward, we will all think about things we are planning to say while it is still in our heads and before it ever leaves our mouths to how it might affect the people we intend it for.

Secretary's Report

Sandy Kaye made a motion to approve the minutes from the October Board of Directors' meeting. It was approved unanimously.

Treasurer's Report – Cheri Gries

October 2025 Treasurer's Report

11/11/2025 Meeting

We are getting quotes on hiring a bookkeeper to help the Treasurer. I'll have numbers from a couple of options in our December meeting. We have added the expense of \$400/month to our 2026 budget. Our insurance is due on 11/16/25. CAU gave us a quote of \$ 9,688. Last year we paid \$10,465. The board be voting on accepting the quote tonight.

We will be voting on the Proposed 2026 budget and what the 2026 assessments will be. The invoices will be going out this month. Assessments are due by January 1, 2026. Delinquent after January 31. October Financials: see report emailed on 11/09/2025.

Total Expenditures for October 2025: \$ 11,435.72

Thank you, Board, for reviewing the Financials.

Motion: I move that the Board approve the October 2025 Financials. It was approved unanimously.

Largest expenses:

- Water \$ 4,241 Last month - \$ 5,117
- Landscaping \$ 4,248 Last month - \$ 2,738 (\$ 2,317 for removing grass and adding compost to the west island of Piping Rock. Kurapia will to be planted to reduce water usage.)
- APS \$ 900 Last month - \$ 867
- Pool \$ 864 Last month - \$ 543

Operating Flourish interest earned on 10/02/25 - \$ 189.51

Reserve Flourish interest earned on 10/02/25 - \$ 912.37

Total Assets: \$ 344,275.96

Thank you,

Cheri Gries – Treasurer

Hillcrest Improvement Association

Steve mentioned Ed Trapp who advertises in the Moon Valley Tattler as a possibility for bookkeeping assistance. Steve also asked if anyone had someone they could recommend. He also gave a shout out to Dave Dix who did a nice promotion of Hillcrest on the back page of the Tattler.

Old Business

Approve the Association Insurance for 2026

Steve said that this year our renewal rate was less than last year but our coverage is extended beyond what we had last year. We saw an increase in the amount of property coverage and the Criminal Fidelity Bond coverage went from \$200k to \$350k which is appropriate since we have more funds now. How did it happen? Steve said rating companies consider us low risk.

Steve made a motion to pay CAU \$9688 for 2026 insurance. Dave seconded. It passed unanimously.

New Business

Steve announced that Judith Levin will leave the Board after the election in February.

This means we have one more seat to fill.

Discussion and Approval of the Budget for 2026

Cheri reviewed the Budget figures. She talked of income minus the assessment, expected expenses and the contribution to the Reserve Fund. Based upon these figures, due assessment would be \$1787. There was discussion from the Board first. Judith pointed out that just because it is in the budget does not mean it actually gets spent and that the Board has to approve the expenditures. Anything left can be used as a cushion for the upcoming year's expenses.

Discussion was opened to the members.

Gordon Weagle spoke first. He expressed appreciation for the current Board for using an unbiased basis for estimating costs in the ARS Long Term Asset Study. He praised the early start in the preparation of the budget and said in the past, he saw budgets being determined at the Annual Meeting.

Winkie Schwartz also expressed appreciation for reducing the dues and getting lower insurance rates.

Cheri made a motion to approve the 2026 Budget. Steve seconded. It was approved unanimously.

Discussion and Approval of the Assessment Fees for 2026

Mike Yore reviewed how the ARS study came to be and thanked the Long Term Asset Committee again, and in particular, Mike Farrell.

He reviewed the three options the Board was considering.

1. Keep the dues the same as last year, \$1956, adding the leftover \$20k to the Reserve Fund
2. Using the ARS Study, assess \$1787 to cover costs and the ARS Study's contribution to the Reserve Fund
3. Pick an assessment in between those 2 figures.

Mike said he was in favor of option 2.

The Board discussed this first.

Dave said budgets are best guesses not set in concrete but the Study provided hard numbers and he was in favor of \$1787. Cheri agreed. Sandy Matchette said she had budgeted \$1956 for her budget and would not mind keeping it the same. Jeremy reminded everyone that even though the dues would be reduced this year, they likely will increase in the coming years. Sandy Kaye was in favor of using what the Long Term Study recommended since it is a number without personal opinion or preference. Steve spoke last. He said the Study gave us factual data and that we paid for a professional study. We should listen to the experts. He was in favor of \$1797. Mike Yore said both ARS and Mulcahy Law Firm were shocked at how well we covered our Reserve Fund, being at 68% funded. Steve said Beth pointed out that keeping fees the same puts HOAs in a position to fall behind quickly.

The Long Term Asset Study will be reviewed and modified as appropriate. Every 3-5 years is recommended.

Discussion was turned over to the Members.

Ted Gates spoke first. He was concerned about the landscape improvements and the architectural quality as it changes and evolves in the neighborhood.

Tom Doehly said he was told he needed to live here because it was a beautiful place and we should thank those who have been on Boards before us whose efforts allow us to keep enjoying this beautiful place.

Molly York raised the point that the Long Term Study is well and good but how do we ensure that future Boards will adhere to the plan? Steve said it was the responsibility of everyone to hold the Board's feet to the fire to make sure they follow it.

Vicki Greenfield said she has spent 4 years on the Board and is aware of another community who had to replace their streets and drained their Reserve Fund.

Mike Yore reminded us that the ARS Study is responsible for giving us a less costly solution to street maintenance.

Cheri made a motion that the Dues Assessment for 2026 be \$1787. Judith seconded.

It passed unanimously.

Kenny Roynestad brought up the lag time between funding approval and emergency repairs/removals. He suggested a \$5,000 emergency expenditure without Board approval. Dave pointed out that \$200 can be spent without approval and \$300 in an emergency. This item will be on December's agenda

Annual Meeting Date

There was a motion to hold the Annual Meeting on February 14, 2026. It passed unanimously.

Approve Landscaping contract with Impact Systems for \$1950/month

Knowledge of the watering system was questioned. Communication is critical. We are awaiting replacement of 21 plants. Pruning is a concern but to have a separate pruning service would be more than what we pay for landscaping. Judith said that more expensive is not necessarily better and that if you want a different landscape company, you need to start now.

Communication on landscaping issues again was brought up, Cheri suggested using the HIA mailbox to drop concerns or point out problem areas.

Judith made a motion to approve the Impact Systems contract for 2026 for \$1950/month. Cheri seconded. It passed unanimously.

Anne Compton said she would be willing to plug the emitters until we get new plants. Kenny said he has all the plugs anyone would need

Committee Reports:

Architecture report: Mike Yore

ARCHITECTURAL REPORT

November 11, 2025

There was one request for architectural approval since the last board meeting.

- Troy Theall requested a new front door on his rehab on Piping Rock. It was approved.

It was brought up about a half gate in the neighborhood that is not fitting with the architecture of Hillcrest. It will be looked into.

Sandy Kaye forgot to read the email comments sent in when we were discussing the dues assessment. She read them now and they were in favor of keeping the dues at \$1956. It was after the fact and they would not have made a difference in the vote. She apologizes.

Membership report: Jeremy Grimm

Data Current, As Of: 11/11/2025

Last HOA meeting: 10/14/2025

Home Sales Closed Since Last Meeting: 2

- 136 East Boca Raton Road

- 6 East Piping Rock Road

Homes In Escrow: 2

- 43 East Boca Raton Road

- 113 East Boca Raton Road

Homes for Sale: 1

- 110 East Piping Rock Road

Rentals: 2

- 3 East Piping Rock Road

- 14029 North Medinan Drive

Vacant properties: 0

Properties with under age 55 occupants: 3 (17 allowed):

- 136 East Boca Raton Road

- 9 East Calavar Road

- 109 East Tam Oshanter Drive

Hospitality/Social report: Sandy Matchette

Sandy said 56 people attended Oktoberfest. She thanked the Grillers, Kenny Roynestad and Jim Kaye. She thanked the Set Up and Decorating Team: Hedy Martin, Rob Harman, Jane Shever, Mike Farrell, Barb Frandsen, Jack and Kathleen Yardley. She thanked the Food Prep Team: Tish Law, Hedy Martin, Jane Shever and herself. Wendy Sticht did the nametags. And thanks to all who helped clean up and put things away.

- Arts and Crafts Fair is 11/15, checking weather reports
- La Posada is 12/6
- Cookie Exchange is 12/12

We did not have 3 homes for La Posada this year so we will gather at the Pool Pavilion for appetizers and dessert to celebrate the holidays.

Pool Pavilion is reserved for 12/14 and 3/21

Infrastructure: Dave Hendrickson

HILLCREST IMPROVEMENT ASSOCIATION INFRASTRUCTURE REPORT NOVEMBER 11, 2025

Pool:

Our pool continues to receive quality care from our vendor and from our pool testers, Barbara, Vicki, and Clay.

We have a developing issue when back-flushing the pool. Water coming out of the back-flush pipe is eroding a large hole along the west side of the pump room/bar and starting to undermine the building. If left unabated, I am concerned that the corner of the building could be damaged. For that reason, I make the following motion:

I make a motion to have a handyman fill the hole with suitable, clean fill material; compact the material to the level of the original ground; and construct an approximate 4' x 4' x 4" concrete cap over the compacted dirt. Estimated cost for this work is less than \$500, and funding is provided in the 2025 budget for "Pavilion, Buildings R&M."

Pavilion propane tanks:

Thanks go to Kenny Roynestad for helping me assemble the new pavilion patio heater. We have propane tanks for 4 heaters and one BBQ. Unfortunately, all 5 propane tanks are beyond their manufacturer's expiration dates. For safety reasons, once the tanks are emptied they will be replaced

with new tanks. I will monitor the tanks and replace as needed. As a reminder, when lighting a heater, the ONLY valve to be turned is the valve on TOP of the propane tank – not the black valve attached to the gas line feeder hose that goes to the burner. Lighting instructions are printed on each heater.

Block walls:

Some members may have noticed that an area of paint has fallen off the west side of the block wall surrounding the pool. This is becoming an issue at other block wall areas as well. Repainting of block walls should be a priority for 2026 maintenance, and funding is included in our new Reserve Fund study.

Sign:

The lettering on the green sign posted on the south side of the main entrance is curling and will be falling off soon. At the very least, the sign should be removed. The Board needs to decide whether or not to replace the sign.

The 4 propane tanks at the pool have expired dates, Dave pointed out, and that we need 5 new ones. In the discussion following, it was discovered that the tanks had been replaced for a private party, by Mark and Colleen Donimari.

Tom Mirasola said the tanks could be taken to Walmart and replaced even with expired dates without buying new ones.

Paint is chipping off the walls. The Reserve Study has us repainting in 2028 but we might need to do this sooner. Dave will get estimates.

The big green sign at the entrance that lists the addresses in Hillcrest will be removed. Mark Hellan, a former firefighter, assured us the sign has no value.

Ted Gates pointed out that the Winged Foot statues are rusting at the base. Kate Gates offered to help with the project of repairing.

Landscaping – Judith Levin

Landscape Report October 2025 and Minutes from meeting 10-27-25

Grass was removed from the island on Piping Rock Rd and began to grow back. Kate covered with weed cloth to prevent Bermuda grass from growing.

Composted dirt will be delivered October 29th and Impact will level and plant Kurapia before Thanksgiving. We were under budget until we ran into a problem in which the grass began to come back and Impact claims this will not be enough dirt which will require us to buy several bags of dirt. I would like to ask the board to approve another \$300 to cover these expenses.

List for Maintenance and replacement plants completed by Molly and Kendra were given to Zach at Impact. Molly suggested we use an internal spread sheet to keep track of maintenance requested which has been completed.

Kate will be pruning and staking volunteer Mesquite tree at the entrance in the Island.

It was recommended to move volunteer Mesquite on Boca Raton to the north side of the Entrance where a small tree was removed. We decided the size was too big to transplant. Landscape committee was considering to invite the Landscape Architect School at ASU to participate in a competition to create a Design Plan for our front Entrance and if the Board approves, a \$500 for the winner. This plan was not budgeted for, thus may be considered for next year's budget.

Judith made a motion to spend an additional \$300 for dirt for the Piping Rock Kurapia project. It passed unanimously.

Next Meeting: December, 2025 Likely a Zoom meeting

Motion to Adjourn: Judith made a motion to adjourn at 7:39 p.m. It passed unanimously.