



**Approved Copy
560th Minutes of the
Hillcrest Improvement
Association
Board of Directors
December 9, 2025- 6 p.m.
(Zoom)**

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: Ellen Kirschbaum, Brent Laizure, Jon Fountain, Brenda Boyd, Micki Eckels, Vicki Greenfield, Stephen Hayes, Kenny Roynestad, Kendra York, Molly York, Anne Compton, Ted and Catherine Gates, Elizabeth d'Huart, Gordon Weagle, Dick and Nancy Krause, Wendy Sticht, Leslie Cadby

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

President's Report

Steve asked if anyone was attending their first meeting. We welcomed Leslie Cadby.

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

There was nothing discussed.

Secretary's Report

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

Sandy Kaye made a motion to approve the corrected minutes from the December 2nd Town Hall Lighting meeting. It was approved unanimously.

Sandy Kaye added 2 items to the Agenda: diagonal driving around corners and Block Watch

Treasurer's Report – Cheri Gries

November 2025 Treasurer's Report

12/09/2025 Meeting

I met with a CPA, Chad Brass, to discuss how we can hire out/simplify the duties of the Treasurer. We are meeting again next week to try to finalize a plan. I feel there are more efficient programs to

use for our bookkeeping and monthly reports. We are exploring options. We have added the expense of \$400/month to our 2026 budget. I'll have more information in our next meeting.

Our insurance is now paid through 11/15/26. The total was \$ 9,687. We paid \$ 778 less than we did last year. Thank you, Steve Larson, for reviewing our policies and working with our carrier.

I've been collecting the 2026 Assessments from our mailbox. As of today, I have 30 or so checks. I won't be depositing the checks until after the first of the year. Thank you for your timely payment. The assessments will be delinquent after January 31.

November Financials: see report emailed on 12/08/2025.

Total Expenditures for November 2025: \$ 18,227.84

Largest expenses:

Insurance \$ 9,687

All policies paid through 11/15/26

Water \$ 3,119

Last month - \$ 4,241

Landscaping \$ 2,325

Last month - \$ 4,248

Mulcahy \$ 1,256

Review CCRs

APS \$ 933

Last month - \$ 900

Pool \$ 449

Last month - \$ 864

Operating Flourish interest earned on 11/04/25 - \$ 153.96

Reserve Flourish interest earned on 11/04/25 - \$ 908.09

Total Assets as of November 30, 2025: \$ 327,510.17

Thank you, Board, for reviewing the Financials.

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

Thank you,

Cheri Gries – Treasurer

Hillcrest Improvement Association

Old and New Business

Summary of Mulcahy Response, President Steve Larson:

The first scenario addressed the addition an Auxiliary Dwelling Unit (ADU) to an existing lot. Beth Mulcahy's analysis is that while a relatively new City of Phoenix ordinance does allow for ADUs to be added to single residence lots, it does not override the governing documents (CC&Rs) of a homeowner association if those documents restrict or prevent their additions. If the governing documents prohibit ADUs, the governing board may deny those requests. However, if the governing documents do not prohibit ADUs, the board must act reasonable and can only reject them if there is something about the request that otherwise violates the governing documents (for example in our governing documents, the failure to receive consent from an adjacent owner regarding the movement, extension, or modification of a party wall). Any other reason for the rejection of a request may be subject to a legal challenge.

Our CC&Rs do not address the addition of ADUs. If the association/board wants to address this for future submissions that may occur, the CC&Rs would need to be amended, requiring legal counsel support. Beth suggested that should a request be submitted in the future regarding ADUs, the board may wish to work with the owner submitting the request to try to come up with a solution that is satisfactory with the owner, board, and any adjacent neighbors.

Scenario number 2 was related to the addition of a pickleball court to an existing lot. Beth's analysis is that, again, because the CC&Rs do not prohibit pickleball courts, the governing board may not deny a pickleball request unless it violates another section of the CC&Rs (can be seen from the street, a neighboring lot, etc.).

Under this interpretation, if an owner installs a pickleball court, the board does have the authority to enforce any nuisances created by the court, including those related to noise. She advised that the board should notify any owner that the board may have knowledge regarding a possible pickleball court of noise nuisance restriction in the CC&Rs before construction begins.

The last question asked was in reference to the newly created Architectural Guidelines Document and its use by the Architectural Change Committee for reference. Beth's analysis is that the current verbiage in the CC&Rs only provides the board the authority to enforce the process for the preparation, submission, and determination of submissions from owners. It does not allow the board to address substantive architectural issues, unless they are specifically addressed in the elsewhere in the CC&Rs. Examples of this would be if an architectural change is visible by a neighboring lot, painting the exterior of a home something other than white, etc.

In order for the Architectural Guidelines Document to be utilized for determining architectural change requests from owners, the association may attempt to amend the current CC&Rs to add the guidelines in the Architectural Guidelines Document. One method would be to attain unanimous approval for the owners of lots in the community, which is rarely possible. Another option would be to have the current CC&Rs evaluated to determine if a restrictive covenant exists and that the covenant can be amended to refine it, correct it, fill in a gap, or change it in a particular way. Legal counsel would need to determine this for the association.

Based on all of this, legal counsel would need to review and suggest amended verbiage for the CC&Rs that addresses each of the three situations I listed. This is a large undertaking, and one that will need future discussion to determine if the association wants to pursue this.

Update on Architectural Guidelines

Steve said initially it was hoped the Architectural Guidelines would be used for the 2026 Board to review for future decisions and that a motion to adopt would be brought forth. That will be postponed. Costs for changing the CC&R's will need to be investigated.

Ted Gates, main creator of the document, said that it shouldn't contain any surprises. The Guidelines were designed to respect the community aesthetics and the architectural flavor of the community.

Dave said it was a well written document but there were a few "iffy" areas. He will go back and check his notes. Jeremy agreed it is an excellent document. Wendy asked if we needed a legal opinion at all and just incorporate it into the By Laws, that being as effective as the CC&R's.

We have language in our governing documents like "suitability" and "aesthetically pleasing" that are subjective. Ted said that is a good thing instead of specifics, that it fills the prescription for creating beauty rather than doing what the formula says. It was decided to share the document with the community. Brent suggested watermarking the document.

Update from Nominating Committee

Ellen Kirschbaum, Chair of the Nominating Committee and her team, Barbara Frandsen, Brenda Boyd and Anne Compton, report they have 3 candidate applications. Ellen said the deadline for candidates is December 20th. She thanked Jeremy and Sandy Kaye for working on an anonymous ballot solution. Ballots will out mid-January with the Annual Meeting notice. The Annual Meeting will be February 14th.

Ted asked if we run for the Board or for the position? Since this was a topic already on the Agenda under New Business, we decided to jump around the Agenda to answer it now. (Secretary's note: we then covered what was on the Agenda but not necessarily in the order of the Agenda that was sent out). Steve said that our procedure does not necessarily align with other political offices, where you run for a particular position. Here in Hillcrest you run for a seat on the Board of Directors. At the Annual Meeting, the vote is announced and the Board is elected. They then meet immediately afterward to elect the 4 officers, President, Vice President, Treasurer and Secretary. Next the committee chairs are nominated and voted for. Sandy Kaye said she would like to know ahead of time what position she will be performing going into the process to best utilize her interests, time and experience. Ellen said perhaps we could include that on the ballot. We will investigate that. Brent said that is how they do things in the HOA with which he is involved, that is, you run for a seat not a position.

Lighting Town Hall Review and Discussion

Steve acknowledged the enormous contribution of info this project has generated. He thanked the lighting committee, Kenny Roynestad, Ed Jeter and Steve Hayes for their months long work and thanks to Ted Gates and Mike Farrell for their research. Ted provided a matrix of options for type of lighting and one for low voltage bollard lighting. Mike Farrell used AI to find the best solution between the options. There is a lot of information to consider.

Jeremy brought up narrowing the "14,000 variables" here to something manageable. Sandy Matchette was out of town for the Town Hall and fully expected us to be voting and accepting the recommendation of the committee. Cheri thinks we need to streamline the options and have another Town Hall perhaps. Mike complimented the job the committee did and said we should do a little more checking. Judith said she heard good feedback from the Town Hall.

Gordon Weagle had two concerns: what exactly is the purpose of the lighting and the cost and life of the solar replacement batteries. Sandy Kaye read a comment from Mike Farrell since he was not able to attend the meeting. From his research, Mike was leaning toward a wired system that was the most cost effective over a 30 year period.

Cheri suggested that each island be considered individually. Lighting Southwest planned to do that.

It was also suggested that security lighting is not an issue with the individual resident's yard lights and walkers at night usually carry their own light.

Steve Hayes said it was a privilege to investigate lighting for the community. He said our (Kenny, Ed and Steve) mission was to research options that would address aesthetically pleasing, safety, longevity, and maintenance of islands lighting. Our research has been communicated and presented to the community as to what we believe are the best options. Our team has finalized our research with the recommendation to go solar contracting with TAP Southwest lighting.

Our task is now finished. Steve also said that exposed ground lighting is highly vulnerable to landscapers' "weapons of mass destruction. Been there - done that."

President Steve Larson said this conversation will continue. We will consider the 3 options: solar; low voltage or line voltage lighting.

Jeremy made a motion that we have a Town Hall to further refine the bollard options available to us. It passed unanimously.

Luminaria Report

Molly York and Kendra York said they needed extra help with distributing luminaria materials. They had several volunteers from the attendees. They said they met with Moon Valley Association (MVA) volunteers at 7 in the cold morning to help with the assembly line counting of candles, bags, flyers, etc. (Secretary's note: Hillcrest gets 1088 bags and candles each) There will be a delay in the distribution while they wait for one flyer. We should see supplies around 12/18. Kenny Royenstad and Marc Hellan will get the sand that goes in the bottom of the bags and place it in the parks around the same time. They said the president of the MVA would like to attend our Annual Meeting. We will check to see if there is any provision against that.

Thanks to Catherine Gates for relocating the mesquite tree. She graciously said that it was an honor to do it. It has been hand watered but a drip system was put in place today, according to Kenny.

Diagonal Corner Cutting

Dave said he has had 3 near bumper-to-bumper incidents with people cutting across corners rather than staying in the right lane of the road. He said it is an ongoing problem and difficult to solve. Please watch your driving and be careful around corners.

Block Watch

Sandy Kaye read a memo from Nancy Kroening, our Block Watch Captain, and made the following motion:

I move to have the Hillcrest Improvement Association Board of Directors approve having Nancy Kroening, Block Watch Captain, submit the paperwork from our meetings to the City with the intent of becoming a formal Block Watch group. It passed unanimously.

Rollover Funds

Cheri said any leftover funds would roll back into the Operating Funds to provide a 2 month cushion for next year. Mike Yore said it is good to have a buffer for unexpected expenses.

Committee Reports:

Architecture report: Mike Yore

ARCHITECTURAL REPORT

December 9, 2025

There were four requests for architectural approval since the last board meeting.

Thomas D. Mirasola and Jason Gooch had several requests.

- They asked to put black 4 x 4 tile in the insert around the top of the home and front patio.
- They asked to replace existing windows with white dual-pane glass.
- They requested to replace the front existing window with a sliding patio door that will fit the existing opening.

This was a tough one, so I consulted with Ted Gates.

The both of us agreed that it should be approved.

Mike and Karen Yore asked to replace their mailbox with a security mailbox, which would be painted the appropriate white. That was approved.

Troy Theall asked to put black-framed windows on his house that is being renovated. That was approved.

Brent Laizure had several requests.

- He asked to extend the western wall along the driveway, relocate the pedestrian gate, extend the southern wall closer to Boca Raton, and extend the eastern wall along the property line.
- He asked to put up an addition of an overhang and a new wrought-iron gate to the front entrance.
- He asked to replace his mailbox with an updated version consistent with the community.
- He asked to paint the entire home and walls with the appropriate white paint.

After discussion with several board members, all requests were approved.

Membership report: Jeremy Grimm

Data Current, As Of: 12/07/2025

Last HOA meeting: 11/11/2025

Home Sales Closed Since Last Meeting: 1

- 113 East Boca Raton Road

Homes In Escrow: 2

- 43 East Boca Raton Road

- 110 East Piping Rock Road

Homes for Sale: 0

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

Homes Sales in 2025: 15

Jeremy said we have 25 Age Compliance forms that have been returned

Hospitality/Social report: Sandy Matchette

Sandy M. thanked the people who helped with neighborhood holiday decorating and the set up and decorating of the Pool Pavilion: Tom Doehly, Hedy Martin, Kenny Royenstad, Jane Shever, Jeff Price, Barb Frandsen, Jack and Kathleen Yardley, Ellen Kirschbaum, Colleen and Mark Donimari, Clay Cline, Christie Dix, Brenda Boyd and Wendy Sticht for helping with nametags.

Sandy M. said the Cookie Exchange is Friday. Bring 2 dozen cookies. She said she froze the leftover tri-tip and brisket and will be serving BBQ beef sandwiches at the Happy Hour to use it up.

The Pavilion is reserved for 12/15, 1/17, 2/7 (for the Art Fair), 2/14 (for the Annual Meeting) and 3/28.

The Art Fair is rescheduled for February 7th. They are still accepting artists and crafters to display at the event. Contact Sandy M if interested.

Infrastructure: Dave Hendrickson

At last month's Board meeting, a motion was passed to repair the erosion being caused by the pools' backflush piping along the outside of the west wall of the bar/pump room . At that time, Dave estimated a cost of \$500 to fill the eroded hole and construct a 4'x4' concrete cap over the area. Dave met with a handyman on December 9th and both agreed that the concrete pad should be enlarged to 4' x 5.5' to completely protect the area. The handyman gave Dave a cost of \$550 to complete the work. Due to the larger concrete cap required, Dave accepted that cost and the work will be done on Friday, December 12th.

On Sunday, December 7th, a faulty coffee pot in the bar caused damages to an electrical outlet. Fortunately, the damaged outlet was a GFCI and it immediately tripped the breaker in the pump room, thereby preventing further damages or even a fire. The damaged outlet must be replaced, and the handyman will do so after repairing the erosion issue.

Pool:

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

At last month's Board meeting, a motion was passed to repair an area where the pool backflush outlet pipe is causing erosion against the west side of the bar/pump room building. I am scheduled to meet with a handyman just hours prior to this meeting to discuss the repairs and obtain an estimate for the work. I hope to present an update at tonight's meeting. If not, I will include an update at the next Board meeting.

Block walls:

As reported last month, some areas of the common area block walls need repairs and most walls need painting (with the possible exception of walls in the North Park). After the annual meeting, when a new Board is installed, I will ask for community volunteers to help me assess the areas needing repairs and painting. After that, I will seek bids for the work.

Sign:

The green sign posted on the south side of the main entrance has been removed. The lettering on the sign was curled and unreadable. At this time, there is no plan to replace the sign.

Landscaping – Judith Levin

Landscape report November 2025

Kurapia planted and additional dirt was not required.

Impact also planted ½ of the plants promised and agreed to plant the remainder the following week.

Water was reduced by the Orchid tree where water noticed. Thank you everyone who brought that to our attention

Thank you, Kate, for arranging the transplanting of the Mesquite at our entrance on Boca Raton north side

Broken Limb will give us a bit Dec 9 th to remove the Jacaranda at our entrance on Boca Raton and to remove dead branches on the Ash tree in the pool area.

A bid from Savatree to address the Chinese Elm, Pistachios and Olive trees in the North park that are 5 years old but don't appear to be growing will be requested.

Next Meeting: January 13, 2026 Zoom

Motion to Adjourn: Mike Yore made a motion to adjourn at 7:36 p.m. Judith Levin seconded. It passed unanimously.