



**Approved Copy
551st Minutes of the
Hillcrest Improvement
Association
Board of Directors
March 11, 2025- 6 pm
(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 Chairperson, Sandy Matchette

Joining from the Community: Jim Kaye, Ann Compton, John Bosch, Molly York, Kendra York, Pat Clegg, Vicki Greenfield and Wendy Sticht

Steve Larson called the meeting to order at 6:02 p.m.

Public Forum: Nothing to report

President's Report

President's Report – March 11, 2025

I called a Special Meeting for Wednesday, February 26, 2025 to discuss business regarding a request for an age restriction variance by a prospective buyer of a property within the community. Later in this meeting, Jeremy will provide a summary of that meeting, why it required a special meeting, and the follow up that resulted from it.

We received a request to hold an estate sale this Saturday, March 15th from the daughter of members Tom and Donna Whitson, who have moved out of the community,. That request was approved, so expect some traffic in the neighborhood on Saturday. The address is 115 E. Piping Rock Road.

We also received a request from future owners Stephen and Julie Lundquist who will be living at 20 East Tam Oshanter. They plan on moving in on 3/26 - 3/27. This will include a moving truck in the neighborhood on 3/26, and there will potentially be a U-Haul in the driveway on 3/26 - 3/27. We welcome them to the community.

I have been attending the Mulcahy free sessions and Q&A sessions each month and they have been very informative. Not just the topic of the sessions, but the questions from the attendees. One thing I have come away with is culture that has been built with this board that doesn't exist with a lot of other associations. I have heard many horror stories during the Q&A sessions. Thank you to the board for supporting this kind of supportive culture here.

Secretary's Report:

Motion: Sandy Kaye made a motion to approve the February 2025 Monthly Meeting Minutes. The February minutes were approved unanimously.

Treasurer's Report:

1. February Financials: see reports emailed on 3/10/2025.

Thank you, Board, for reviewing the Financials.

Motion: I move that the Board approve the February 2025 Financials. The motion was approved unanimously.

2. Since the previous Board meeting on February 11, 2025:

Total Expenditures: \$ 5,337

Biggest Expenses:

Landscaping \$ 1,921

APS \$ 930 Last month was \$ 854

Butler Hansen \$ 795 2023 Compilation

Water \$ 773 Last month was \$ 1,582

2025 (YTD) interest from Flourish - \$ 1,917.69 (our interest was 5% in 2024, it's now 4%)

February interest paid - \$1,140.18

All annual dues have been paid. Only one late fee of \$19.56 collected.

Total Assets: \$ 441,695

Thank you.

Cheri Gries

Treasurer

Hillcrest Improvement Association

Old Business:

- Speed humps
 - Frank Lynott gave Steve Larson, Dave Hendrickson and Sandy Kaye some historical information on the previous attempt at speed humps. It apparently did not go well and they were removed. Some comments from tonight's discussion: it is a waste of money; how do you get around it if you are on a bike or wheelchair; good idea but not in front of my house; just send a letter to the offending residents. The matter is tabled indefinitely.

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- CTA Corporate Transparency Act

Steve reported that the CTA requirements are being suspended and not enforced by the Federal Treasury Department. We are following the rules, whatever they may be. At this time, our newest Director, Mike Yore, does not have to register.

New Business:

- Special Meeting
 - First, under this category, is the Organizational Meeting held on 2/22/25 after the Annual Meeting. Sandy Kaye apologized for initially calling it an "Executive" Meeting which it was not. It met none of the requirements. She then read the minutes from that meeting. **Sandy Kaye made a motion to approve these minutes.** It passed unanimously. Please see them as an addendum below.
 - Second, there was a Special Meeting called on 2/26/25 to address a request from a potential buyer to approve a variance to lower the age limit for residence here at Hillcrest. Sandy Kaye read the minutes from this meeting. Please see them as an addendum below as well. The variance was not approved.

Jeremy gave background information as to why the meeting was called.

- Age issue of residents in Hillcrest

Steve said that he posed the age restriction question to Beth Mulcahy of Mulcahy Law Firm in her open forum. She agreed on the surface with what the Board understands our age limits to be: that is, 18-39 year olds are within the rules to have permanent residence in Hillcrest as long as the age requirements for purchasing a home in Hillcrest are met.

There was discussion as to whether we need to change our CC&R's. Some of the comments were that we have had no issue so far, our neighborhood is marketed as 55+ community, and we can deal with any issue on a case by case matter. There was general consensus to leave the CC&R's as is.

- Roads next steps; study of assessment; possible survey of what size assessment residents are willing to pay for new roads
 - See Infrastructure Report for details. Dave said he believes that maintenance like crack sealing can extend the life of the streets beyond the replace date of 2031. No crack sealing is done in the summer. There was general discussion on paying for this project. We will review the dues increase schedule and the maintenance schedule. Past residents have paid for our streets today, how do we pay it forward for future residents?
 - There was brief discussion of becoming part of the City of Phoenix road system. That requires sidewalks to be laid and could be very costly with landscape/mailbox removal and replacement, and loss of property. Also, it would mean the North gate would be open.
 - The Secretary will email the 2 schedules again for those who have forgotten or may be new to the community and ask a survey question, what payment/assessment would you be willing to pay for road replacement?
 - Dave pointed out that all repairs and maintenance cost more each year.
 - This project will continue to be discussed and evaluated.
- Painting streets
 - Yellow markings on Calavar
 - See Infrastructure Report
- Even numbered Board vote policy. Tie breaker, does President vote?
 - Robert's Rules of Order state that a tie vote means the motion does not pass. The Board will abide by this rule. The President will vote as a member of the Board.
- Blockwatch
 - There was limited knowledge on what Blockwatch is or does. We need to engage a volunteer resident to take this on. It was mentioned that it helps strengthen our relationship with the Police. It was pointed out that we do have Moon Valley Security come through our neighborhood on a regular basis.

Committee Reports:

Architecture report: Mike Yore

There were five requests for architectural approvals since the last board meeting.

- Bob and Ellen Kirshbaum requested paver and ground cover work on the front of their home. That request was approved as submitted. This is part of a master plan for their home and continues with the low-water usage of the current design. Colors chosen are suitable to the community.
- Michael Farrell requested to remove four dead plants in the front of his house and

replace them with four new suitable plants. That request was approved.

- Steve and Kay Larson requested to repaint their home in our community's appropriate color. That request was approved.
- Steve and Kay Larson requested to attach a power awning on their existing patio in their backyard. That request was approved.
- A current request was made by phone from Steve and Julie Lundquist asking if they could put garden flags on their property. I stated that it would be okay in their backyard, if they are not higher than the walls. I received pictures and sizes of the flags that they wanted to put in the front of their house. They noted that they would place only one flag at a time, and the flags are not of a political nature. Approval will come after the written request is received.

All requests are within the CCRs.

Membership report: Jeremy Grimm

Data Current As Of: 3/11/2025

Last HOA meeting: 2/11/2025

Home Sales Closed Since Last Meeting: 1

- 19 East Boca Raton Road

Homes In Escrow: 2

- 20 East Tam Oshanter Drive

- 26 East Boca Raton Road

Homes for Sale: 2

- 145 East Boca Raton Road

- 120 East Calavar Road

Rentals: 2

- 3 East Piping Rock Road

- 14029 North Medinan Drive

Vacant properties: 0

Properties with under age 55 occupants: 2 (17 allowed):

- 9 E Calavar Road

- 109 E Tam Oshanter Drive

Hospitality/Social report: Sandy Matchette

Sandy Matachette thanked the large crew who helped setup the Annual Meeting and helped prepare a luncheon that followed. The signup sheets were successful in getting 20 volunteers to help setup and clean up future events.

The following dates are reserved for the Pool Pavilion: 3/15; 3/22; 4/20; 4/24; 5/31.

Infrastructure: Dave Hendrickson

Our pool continues to receive quality care from our vendor and from our pool testers, Barbara, Vicki, and Clay. I reported last month that we had bubbles coming from one of the inlets to the pool. The problem was traced to a faulty automatic fill valve. Our vendor replaced the valve and the bubbles have disappeared.

Last month I also reported a leaking hose bib at the backflow preventer on the island at the west end of Calavar. The hose bib has been replaced. Thanks go to Donna Cornell for bringing this issue to my attention.

On February 26th, a member contacted me about the yellow markings in the street along Calavar. The markings are from recent work performed by Southwest Gas (SWG). On February 28 th I contacted SWG to see if they plan to remove the markings now that the work is complete.

I needed to contact them again on March 10 th because apparently, I made an incorrect entry on their "Contact Us" website link. I'm now told that SWG will reply to my inquiry in 7 to 10 days.

On March 6th, I scheduled Ky-Ko Roofing to perform our annual roof inspections at the pool.

All four roofs were re-coated last year and all are currently in good condition.

In April of 2023, our streets were crack sealed and seal coated. At that time, our consultant for the work, Frank Civil Consulting, provided the Board a 10-year street maintenance plan.

The plan shows that our streets should be crack sealed every two years, meaning that we are now due for another round of crack sealing.

Frank Civil gave the Board a cost estimate to do the work for each of the two-year intervals projected out to the year 2029. For 2025, they estimated \$15,154 for crack sealing. However, that

estimate includes some costs that I believe may not be necessary; such as \$1,500 for survey monuments, utility adjustments, and pavement markers. Survey monuments are brass caps installed in the street for surveying purposes. Those monuments will not be disturbed by crack sealing operations. I do not believe that any utility adjustments will be necessary. Pavement markers refer to the blue reflectors installed in the middle of the streets to mark locations of fire hydrants. Those markers get displaced by vehicles running over them, as is evidenced by the markers that were newly installed then found in the gutters after we last seal coated the streets. Crack sealing should not disturb whatever markers remain in place. The estimate also shows \$1,400 for traffic control. I do not believe this cost is justified because traffic control guards will not be used for this work. The workers applying the crack sealing material generally provide traffic control. I would revise Frank Civil's quote of \$15,154 downward to \$12,254, plus whatever taxes are applied to materials.

The Board needs to keep in mind that Frank Civil made this estimate two years ago and even though they most likely included inflation for 2025, the estimate could still be low for today's actual costs.

It is my opinion that we should perform crack sealing every two years as suggested by our consultant.

Crack sealing helps prevent water from reaching the aggregate base below the layer of asphalt.

If water enters the aggregate base material and ultimately the earth material below the base, erosion begins which can then lead to potholes and even sinkholes forming in the street. I believe that crack sealing (along with seal coating) is beneficial in helping to extend the life of our streets.

Ed Jeter, Steve Hayes, and Kenny Roynestad continue to investigate types of lighting that will work well on our islands, and they are narrowing the choices to a select few.

Thanks go out to Kenny Roynestad for being our gatekeeper during the recent rainstorms. Thanks Kenny, your help is much appreciated!

Continued thanks go out to our lamplighters, Steve Hayes and Kenny Roynestad, for keeping our parks and entrances lit up. Thanks guys!

Landscape: Judith Levin

Judith announced that as of March 15th, Impact Systems is officially our new landscape vendor. She also said they would begin planting where the flags are on the islands and parks. **Judith proposed a motion that the Association authorize \$3295 for plants and labor for this endeavor.** It passed unanimously. She noted that this was \$1,000 less than TMC was going to charge.

She said that two islands will be used as test areas for new ground cover that uses less water than grass requires.

Judith said Kate Gates has worked on a Vision Statement and Landscape packet to be published on our website. The packet describes the architecture and the vegetation here in Hillcrest. It will also be sent out in a special email.

Mission and Vision Statements for the Landscape Committee of Hillcrest HIA

Mission Statement

The Landscape Committee for Hillcrest HIA is committed to enhancing the beauty and sustainability of our community by integrating landscaping that complements and highlights the unique architectural styles of our homes. Inspired by Modernist, Southwestern Contemporary, Mid-Century Modern, and Pueblo Revival aesthetics, we focus on creating outdoor spaces that reflect the distinctive blend of these influences. We aim to foster a harmonious relationship between the natural environment and the built surroundings using drought-tolerant plants, clean lines, and natural materials, while promoting a sense of community and respect for the land.

Vision Statement

Our vision is to create landscapes that are visually striking, environmentally responsible, and reflective of the legacy of Hillcrest's architecture. Through collaborative planning and attention to detail, we seek to evolve landscapes that enhance the character of our community while honoring its architectural heritage and supporting a sustainable future.

Next Meeting: April 8, 2025, 6:00 p.m. Zoom

Motion to Adjourn: Jeremy made a motion to adjourn at 7:28 p.m. All were in favor of adjournment.

Addendum

**Approved Copy
Organizational Meeting Minutes of the
Hillcrest Improvement Association
Board of Directors
February 22, 2025**

Board Members Present:

The meeting was called to order at 11:42 a.m.

Members present were Judith Levin, Steve Larson, Jeremy Grimm, Dave Hendrickson, Sandy Kaye and Mike Yore.

Members absent were Sandy Matchette and Cheri Gries

A motion was made to make Steve Larson President of the HIA. It passed unanimously.

It was proposed the Mike Yore take over the VP/Architecture position to replace Steve.

It was proposed that the existing Board members maintain their positions.

These two proposals had universal approval.

The new Board is:

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

We briefly discussed putting Block Watch on the Agenda for next month's meeting as well as sealing the cracks in the street.

Our next Board meeting will be March 11, 2025, Zoom call at 6:00 p.m.

We adjourned at 11:51 a.m.

Submitted by, Sandy Kaye, HIA Secretary

**Hillcrest Improvement Association
Board of Directors Special Meeting
Draft Minutes
(February 26, 2025) 6 pm (Sandy Matchette's house)**

Attendees:

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

President Steve Larson called the meeting to order at 5:59 p.m.

New Business

Discuss Age Requirements for Residence at Hillcrest

A potential owner was requesting a variance from the HIA's age requirements that a permanent resident be a minimum of eighteen years of age. It was a time sensitive request so the Special Meeting was called.

A summary was presented by Jeremy. Discussion ensued.

There were two issues that surfaced:

1. Would we issue a variance for someone under 18?
2. Do our CC&R's specifically allow residents between the ages of 19 and 39?

There was consensus that the CC&R's allow residents between 19 and 39 but the language is not explicit. There will be follow up on this issue.

Sandy Kaye made the following motion:

I move that we uphold the CC&R's and not allow a variance for a sixteen year old to become a permanent resident of Hillcrest, a designated adult community.

President Steve Larson called the vote.

It passed unanimously.

Jeremy will notify the gentleman who had requested the variance of our decision.

Adjournment

The meeting was adjourned at 6:38 p.m.

Next Meeting March 11, 2025, Zoom, 6:00 p.m.