

# Tubac Valley Property Owners Association

## Board of Directors Meeting

April 21, 2026, 4:30 PM

### Draft Meeting Minutes:

1. Call to Order –President, Torry Hinder-Johnson, called the meeting to order at 4:30pm. Quorum established with all Directors present and included Torry Hinder-Johnson, Paul Plett, Karen Sykes, George Rentz, Steven Morris, Jack Hunn and Debbie Rottschafer.
2. President’s Remarks – Torry welcomed the members present and thanked Swanston’s and O’Rourke’s for recent successful social events. Torry noted that O’Rourke’s have stepped down as social committee chairs. New chairperson needed and currently there are no volunteers.
3. Approval of February 13, 2026, Minutes – Minutes included in the board meeting packet reviewed. Motion made, seconded, and carried to accept the minutes as presented. (Hunn/Johnson)
4. Financial Report – Management briefly reviewed the financial report with the board and the members present. Report included in board meeting packet and as handouts to the members in attendance at the meeting. Balance sheet equity item stating Profit for All Prior Years was agreed to be rolled into retained earnings. Language noted on balance sheet came from records provided to management. Several homeowners have yet to pay their 2026 assessments. Stellar Property Management will start calling these owners rather than assessing late fees.
5. Roads Committee Report – Paul Plett discussed this year’s street maintenance work noting that the full amount budgeted for road work in 2026 will not be spent. It will be less than anticipated as portions of the project will be put off to next year. \$42,000 paid to Sunland currently for completed work and another \$122,000 will be paid in the Fall after work planned for June, July and August have been completed.
  - a) Radar Sign Update-George Rentz reviewed the radar sign with the board noting that the equipment will record the speed and number of cars traveling the roads. 8-foot pole purchased so that the device can be placed in various areas of the community. The device is solar powered. The board hopes to gain insights into what roads are used the most to determine future maintenance needs. It was also noted that the device will be able to gauge the amount of traffic coming from neighboring communities which will be helpful to determine if a gate is needed between the HOA and The Vistas. Any gate installed would be coordinated through the fire department as they would maintain a key for access to the gate. Torry suggested that at least one more face-to-face meeting with the neighboring HOA would be beneficial before decisions are made.

6. Architectural Committee Report – Steve Morris reviewed his written report attached to the minutes.
  - a) Revised AC Fee Schedule-Discussion held concerning the fee schedule, attached as part of the minutes, and the need for the fee schedule. Document provided to Jason Smith with Smith and Wamsley. Edits suggested by Jason considered. Motion made, seconded, and carried to accept the fee schedule, send out to members for 30-day comment period and then finalized by Jason Smith with his suggested edits minus the language about a Trust account. (Plett/Hunn)
7. Old Business-None
8. New Business-None
9. Adjournment-There being no further regular business to discuss, meeting adjourned at 5:39pm and moved to Executive Session.

**Tubac Valley Property Owners Association**  
**Board of Directors Meeting-Executive Session**  
**April 21, 2026, 5:39pm PM**

1. President, Torry Hinder-Johnson, called the meeting to order at 5:39pm. Quorum established with all Directors present and included Torry Hinder-Johnson, Paul Plett, Karen Sykes, George Rentz, Steven Morris, Jack Hunn and Debbie Rottschafer.
  - a) Approval of February 27, 2026, Minutes – Minutes reviewed. Motion made, seconded, and carried to accept the minutes as presented.
  - b) Change in Legal Representation-Torry noted that HOA's insurance carrier, Auto-Owners, uses Carpenter, Hazelwood law firm out of Phoenix to represent its clients in legal matters. After talking with Jason Smith who currently represents the HOA, Jason suggested moving to the insurance carriers preferred legal firm would be more cost effective for the HOA. Motion made, seconded, and carried to work with the insurance carriers' legal firm to represent the HOA in current legal issues. (Johnson/Plett)
2. Adjourn-There being no further business, meeting adjourned at 5:41pm.