TOWNHOUSE IV REGULAR BOARD MEETING MINUTES
661 LOS RUBIES CIR
APRIL 1, 2026, at 9:00 am AZ

Board Members in Attendance: Mary Kay Allen, Jim Ayers, Janet Carter, Vincent Marcellino, Renee Nank, Jean Otto, Jackie Smith, Verne St. Clair

Absent: Martin Klotz

Committee Chairs in Attendance: Glenn Miller

Committee Chair Absent: Donna Anderson, Craig Zimmerman

Other HOA members in Attendance: None

1. Call to Order & Welcome – 9:05

2. Approval of Agenda –Agenda was approved.

Pr**esident's Remarks –** None

4. Meeting Minutes: Renee Nank – Minutes taken at the regular Board meeting on March 4, 2026, were distributed in advance via email prior to meeting and were approved with corrections.

5. Treasurer's Report: Vincent Marcellino – Treasurer's Report will be emailed, waiting on some outstanding statements. Dues and Road Assessments are still coming in.

6. Standing Committee Chairs were approved by board. Roster is not online for security reasons but can be requested by all TH4 property owners. Board member and committee chair names were sent to AZ Corporate Commission as required by law.

a) Finance: Jackie Smith. No report.
b) Architecture: Jean Otto. Have received two requests.
c) Landscape: Glenn Miller. Some rain gardens are in planning proposal phase, will need some grass control.
d) Member Services: Janet Carter. First Friday this Friday at 4 Host: Pat Large. No more activities planned through spring and summer.
e) Maintenance: Jean Otto. The guardrail and railing have been painted by volunteers with donated paint.
f) Documents: Renee Nank. Revised file guide presented. A list of documents that need to be kept, and for how long, was provided to members from Donna Anderson. These are required by state law.
g) Nominating Committee: Jim Ayers. Reviewing Election Buddy for how to improve its use for next elections and avoid issues.

7. Other Reports

a) Green Valley Council Liaison: Verne St. Clair. Heat and air pollution have been high in the area. Increased possible risk of Hantavirus and Valley fever. Sahuarita will be holding session about water usage.

b) Webmaster: Jackie Smith. May need to upgrade to pro domain website hosting.

8. Old Business:

a) Motion to accept new standing committee members - Motion passes.

b) Motion to reapprove HA5 coating road coating project increase – Motion passes.

c) Report from *ad hoc* Form II Review Committee was received.

1 Motion that The Board of Directors acknowledges the benefits of the commendable proposed planting of "well known desert habitat plants" in the targeted area of Common Land II west of Camino dl Monte, that will benefit animals, provide visual cover to the homes in the Portillo Ridge HOA and make that area more visually attractive - Motion passes.

2 Motion that "The Board of Directors tasks the Landscape Committee with the planting of plants (provided by the proposers) that can still be planted at his time of year(i.e., the cactus) before the end of April 2026 and proceed with the planting of plants (provided by the proposers) that will need regular watering during the first year AFTER the Committee's soil improvement & water retention project in the area has been implemented" - Motion passes.

d) Fiber optic installation, The Board will wait and see how installation goes in other neighborhoods and if there is critical mass who wants it in THIV

e) Motion that the CC & E enforcement letter be sent - Motion passes.

9. New Business

a) Motion for the appointment of an *ad hoc* Strategic Committee - Motion passes.

b) Motion from *ad hoc* Form II Review Committee see old business c.

c) Motion to announce board meeting with agenda, and the Invitation to ask for the Zoom link, will be emailed 96 hours prior to the meeting - Motion passes.

d) Motion: "All Common Land II Requests that have been accepted for review by the Board will be announced via email to all homeowners for comment" - tabled.

Next Regular Board Meeting May 6, 2026, 9:00 am via ZOOM.
Adjourned 10:48am

Corrected minutes were approved via email vote on May 10, 2026, by all Board members who attended the regular Board Meeting on May 6, 2026, and decided to defer approval until after the corrected minutes were provided.