

**Linwood Heights Annual Meeting**  
**Saturday, July 15, 2023**  
**In person meeting @ Jesse Gregg Park Playground**

**Attendees**

**Board:** Randy Schaal (President), Lillian Ostrach (Secretary), Members at large: Bryan Randall, Gabe Epstein, Scott Dale, Martos Hoffman

**Property Owners:** Phyllis Lucas, William (Bill) Kluwin, Greg Hartman, Camille Bibles, David Actor, Samantha and Jason Field, Carol Hagen, Geri and Thane Kranzler, Mark Hilgeman, Faun Nichols, Austin and Tanya Rae

**Call to Order – Randy**

Meeting called to order at 9:12am MST.

**Approval of minutes from 2022 Annual Meeting** Lillian Ostrach

The Board briefly reviewed the minutes from the 2022 Annual Meeting. Lillian made a motion to approve the 2022 Annual Meeting minutes, Martos seconded. All Board Members present voted in favor; motion carried.

**Board accomplishments for FY2022-2023** Lillian Ostrach

Lillian Ostrach summarized the major accomplishments of the Board for the last year.

- Assessments collected from all property owners for last fiscal year
  - Still some hiccups with HOAMCO, trying to work them out
- Odie's ongoing stewardship and leadership of the Jesse Gregg Park
  - Jesse Gregg Park repairs and enhancements
  - Proactive decisions responding to fire danger
- Maintained Firewise accreditation
  - Judy Lukas as Firewise Leader, new volunteers on the committee
  - Firewise community event in June was successful
  - Many property owners continuing to take an aggressive stance toward minimizing fire hazard
- Continued effort to protect our community regarding the proposed Observatory Mesa trail system public access plans
  - Martos Hoffmann's efforts representing HOA with City planners
- On-going communications to property owners
- Continued invasive species management in Jesse Gregg Park and portions of neighborhood, thanks to volunteers
- Continued adaptation to virtual meetings, completion of Board business electronically

## **Maintenance Report**

Randy for Odie Christensen

Deep Roots Landscaping. As in past years, Linwood Heights has contracted with Deep Roots Landscaping for limited maintenance of community property and for servicing the 4 dog waste stations in the community. This summer, the Dogipot disposal stations are serviced weekly. Deep Roots continues to provide reliable service.

Jesse Gregg Park Road. The road in Jesse Gregg Park experienced significant gully erosion during monsoon rain events in 2021. At that time, the Association contacted two construction contractors to submit estimates to repair the damage and restore the road travel surface. The estimates were high, and the work was not approved. Community members repaired the road damage and established drainage channels with hand tools to limit further erosion damage. The issue was again addressed in 2022, with no action approved.

In 2023, the culverts, outlet channels, and road-edge ditches have been cleaned. Drainage channels across the road will be reestablished and maintained as we enter monsoon season.

Weeds. Controlling weeds in Jesse Gregg Park and at both community entrances is a continuing activity. While the battle is never won, we are doing well. Weeds have been treated with manual pulling and trimming.

Firewise Activities. In 2022, Linwood Heights was in contact with the Flagstaff Fire Department regarding conducting a prescribed burn in Jesse Gregg Park. Although this was on the FFD action list, other projects were a higher priority, and our burn did not happen. With a new city Firewise representative beginning in July, we will ensure that Jesse Gregg Park is on the list for prescriptive fire treatment.

Porcupine. For the past several winters, a resident porcupine in Jesse Gregg Park chewed on the walls of the park toilets. Last summer, we installed corrugated metal cladding to the lower walls, and there was no damage this winter. The porcupines have bark-girdled and killed a few ponderosa pines in the park. Biologists tell us that porcupines, while seemingly a pest, are an important part of the ponderosa ecosystem.

Fences. Fencing around Jesse Gregg Park was broken in several places by the heavy winter snows and the spring flooding in Matson Wash. The fences have been repaired. All fence repair and replacement is being made with smooth, not barbed, wire.

Austrian Pines Over the past years of drought, we lost two of the Austrian Pines along the fence at the south community entrance. Arborists recommended placing mulch around the trees, which has been done. With this treatment, and a wet winter, the trees are currently looking healthy.

Community Reminder – Invasive Plants. The wet winter and spring of 2023 blessed us with beautiful wildflowers and cursed us with an abundance of weeds. There are a few private properties in Linwood Heights that are heavily infested with invasive plants. *“Invasive plants have been described as ‘a raging biological wildfire – out of control and spreading rapidly.’ Invasive plants pose a threat to our lands that is equal to, if not worse than, wildfire. It’s up to us, the residents of northern Arizona, to protect our home from the scourge of invasive plants.”*

(<https://nazinvasiveplants.org>). Weed seeds from properties with neglected yards infest the surrounding area, undermining the best efforts of homeowners, the community, and the county. We ask homeowners to be considerate of their neighbors, and warmly thank everyone who helps control weeds on their property and the community roadways.

Martos made a motion to approve the Maintenance Report as presented by Randy on behalf of Odie, Scott seconded. All Board Members voted in favor, and the motion carried.

### **Firewise Update**

Mark Hilgeman for Judy Lukas

Linwood Heights has been a recognized *Firewise USA*® community since 2017. *Firewise USA*® is a national program to encourage people to build and maintain homes and properties that will survive destructive wildfire. The Firewise program in Flagstaff is coordinated by the Flagstaff Fire Department.

The Linwood Heights Firewise committee consists of:

1. Judy Lukas
2. Odie Christensen
3. Janean Quigley
4. Mark Hilgeman

This is a volunteer committee, and we welcome anyone with an interest in Firewise to become a member; for additional information or to volunteer, contact Judy Lukas.

The committee held a Zoom meeting on March 22, 2023 to discuss Firewise planning.

### **FIREWISE COMMUNICATION TO HOMEOWNERS**

The committee prepared a Firewise communication message that was sent to homeowners by Linwood Heights secretary Lillian Ostrach on April 27.

### **FIREWISE COMMUNITY EVENT**

The Firewise community event took place on June 10 in Jesse Gregg Park with presentations from Station 5 of the Flagstaff Fire Department and the Coconino County Sheriff's department. There were 24 people in attendance.

### **FIREWISE REASSESSMENT**

Mark Adams has recently joined the Flagstaff Fire Department as Firewise liaison and will perform the reassessment of Linwood Heights required for our recertification this year. I anticipate the inspection will take place in July or August and will inform the board and Firewise Committee when it will take place.

### **HOMEOWNER SURVEY**

Firewise requires each community to invest the equivalent of one volunteer hour per dwelling in wildfire risk reduction annually, and to report this to Firewise with the annual renewal. We will send the annual survey to homeowners in mid-September requesting an estimate of time and hours invested in making our homes and properties more fire resistant.

## FIREWISE TAB ON LINWOOD HEIGHTS WEBSITE

An important element of the Linwood Heights Firewise Plan is to provide Firewise information to current and new residents and owners. We remind everyone that there is a wealth of Firewise information available on the Linwood Heights website: <https://www.linwoodheightsaz.org>.

Lillian made a motion to approve the Firewise Report as presented by Mark on behalf of Judy, Randy seconded. All Board Members voted in favor, and the motion carried.

### **Financial Report**

Lillian for Jim Gibson

Our Linwood Heights HOA finances are in good order. As of April 30, we have about \$114,000 in cash assets, with few expenses outstanding. Our fiscal year ends June 30, and there should not be any big changes before then. We ended up being very close to finishing within our budget, with a few small exceptions. We had allocated \$50,000 for road repair and re-grading, which we didn't end up using. Kudos to Odin, and other homeowners, who came up with suitable temporizing measures.

All of our assessments have been collected for the year. The assessment amount for next year should be the same, \$240. Bills from HOAMCO should arrive around the first week in July. Assessments are past-due on September 1. I would encourage everyone to pay their assessments immediately upon receiving the bill! NOTE: WE HAVE ADOPTED AN ASSESSMENT COLLECTION POLICY. ACCOUNTS THAT ARE OVER 30 DAYS PAST-DUE WILL INCUR PENALTIES AND INTEREST. Please pay assessments directly to HOAMCO, and NOT via the PO Box.

Martos made a motion to approve the Financial Report as presented by Lillian on behalf of Jim; Scott seconded. All Board Members present voted in favor; the motion carried.

### **Result of election: Board**

Randy

- Big thank you to retiring Board Members Adam Graff and Jim Gibson
- Big thank you to Lillian Ostrach for serving as Secretary for the past several years
- Thanks to Camille Bibles, Jesse Gesten, and Bill Kluwin for volunteering to serve on the Board for the first time, and to Gabe Epstein, Lillian Ostrach, and Bryan Randall for volunteering to continue to serve

As of Friday evening July 14, 2023, we received a total of 40 ballots for the six open positions on the Board of Directors.

Camille received 38 votes.

Gabe received 39 votes.

Jesse received 37 votes.

Bill received 36 votes.

Lillian received 39 votes.

Bryan received 37 votes.

Therefore, every person on the ballot was voted in. Congratulations!

**Big Thanks**

Lillian Ostrach

- Odie for supervising maintenance
- Judy for stepping in to the Firewise Lead role
- Firewise Committee
- Web master, Phyllis Lucas
- Gisela and Sara for continuing to provide recommendations for community management of invasive weeds
- Scott for purchasing and bringing the refreshments
- Association membership for promptly responding to email queries and correspondence

**New Business**

Board Officers need to be selected following the selection. Open positions are Vice President, Treasurer, and Secretary, and the Secretary position comes with a small salary. Martos Hoffman volunteered to serve as Vice President and Camille Bibles volunteered to serve as Secretary. The role of Treasurer will be determined later.

Lillian made a motion to accept the new Board Member assignments, Gabe seconded. All Board Members present voted in favor; the motion carried.

**Adjournment & Next Quarterly Meeting**

Lillian Ostrach

The next quarterly meeting will be held in October, with date, time, and location to be determined.

Lillian made a motion to adjourn the meeting, Martos seconded. All Board members present voted in favor. The meeting adjourned at 9:50am MST.

Minutes taken and prepared by Lillian Ostrach, Secretary.