

Linwood Heights Board of Directors Meeting
Thursday, April 22, 2021
Virtual Meeting via Zoom

Attendees

Board members present: Adam Graff, president; Randy Schall, vice-president, Lillian Ostrach, secretary; Jim Gibson, treasurer; Members at large: Janean Quigley, Bryan Randall

Property owners present: Odie Christensen, Greg Hartman, Gisela Kluwin, Adam and Faye Weiss

Call to Order – Adam

Meeting called to order at 6:31pm MST.

Property Owner Concerns (if any)

None presented.

Approval of minutes from 14 January 2021 – All

Motion to approve 14 January 2021 meeting minutes by Lillian, Janean seconded. All Board Members present voted in favor; motion carries.

Electronic Action Report – Lillian

Brief summary of actions taken electronically since the last quarterly Board meeting:

- Adam and Lillian sent several electronic notifications of alleged violations, all corrected by property owners fairly quickly
- Lillian had multiple communications with several property owners regarding building plans for detached garages and CC&R provisions for such structures (no provisions)
- Lillian had communications with prospective buyers, realtors, and title companies regarding another property sale; Jim and Lillian corresponded with property owners regarding proof of assessment and assessment ledgers for refinances
- Board discussion via email: ARS 33-1803 and wording in the revised CC&Rs regarding information required when notifying alleged offenders. Motion by Adam to not change the language on 10 February 2021, Randy seconded on 10 February 2021. Lillian, Bryan, Randy, and Adam voted in favor; motion carries on 15 February 2021.
- Board discussion via email: Consider having signs prohibiting public snowplay made after Gisela and other property owners notified the Board of non-residential use of Jesse Gregg Park. The Board discussed wording options and whether the signs should be seasonal. Lillian made a motion to have signs made prohibiting public snowplay in Jesse Gregg Park to be put up on a seasonal basis on 6 February 2021, Randy seconded on 7

February 2021, and all Board members voted in favor via email between 7 to 9 February 2021. Thank you Gisela for bringing the matter to the Board's attention and providing some sample wording and Odie for swift action in getting the signs made!

- Javelina sighting in late February 2021, trapping effort sponsored by a property owner after their dog was injured by the javelina. Emails sent to the membership to advise the HOA of the presence of a lone javelina that showed aggression toward animals. Other property owners reported sightings of the javelina through February and March. Many thanks to the property owners who allowed access to the trapping company for surveillance and trapping efforts. Javelina was captured and removed from Linwood Heights for relocation as of 22 April 2021.

Financial Report – Jim

Quiet quarter with few expenditures and a little bit of income. Financial status is basically the same as Quarter 1 and the reserves remain healthy.

Jim has thought about contracting an HOA management company for accounting services because the role of Treasurer has taken a lot more effort and time than he believed it would. Prices vary according to what services are contracted and what company is contracted. One of the companies, HOAMCO, has an accounting package for a reasonable price that would include accounting services for annual member dues including late notices, monthly financial reports, payment of bills for the HOA, maintenance of a member directory. In addition, the management company could handle disclosure packages for property sales and requests for dues notices for refinances. Multiple types of electronic payment options for assessments would be available. HOAMCO in particular has an option to pay for a la carte services, including mailings, legal help, and a variety of other services. If contracted for the accounting package, the HOA would no longer need a PO Box because all bills and assessment checks submitted by mail would be sent directly to their offices. For other mailings received, they would contact the Board to arrange for pickup of those mailed items (e.g., annual election ballots). Jim will send the Board proposals for review. If the Board approves hiring HOAMCO or another management company, engaging the management company prior to the Annual Meeting would be ideal so that annual assessment collections could be overseen by the company.

The Board discussed concerns about renewal pricing and pricing increases over time and how that could affect HOA assessments. Jim will contact the companies for additional information about typical price increases. The decision to hire a management company for accounting services is appealing because of the time and effort the Treasurer role requires and the Board discussed that currently the Treasurer is the only person who knows how to do the finances and he would gladly give up the Treasurer's stipend for this service. Adam will look into the CC&Rs to see if there are any restrictions or requirements, although we do not believe there are any.

Once the proposals are emailed to the Board, give about a week to review and then make a decision over email discussion. Lillian will send Jim a question about inclusion of and pricing for the annual mailing with respect to a la carte services.

Maintenance Report – Odie

Jesse Gregg Park

Jesse Gregg Park was reopened for vehicle access on April 4. The seasonal opening was delayed a few days to allow the roads to dry out and firm up. The park continues to be well-used by walkers, cyclists, and dogs.

The walking path from the east park entrance to the playground area was still a bit muddy during the spring melt. We will add a bit more gravel to address that problem.

As instructed by the Board, we posted new metal signs at both park entrances reinforcing the message that Jesse Gregg Park is not a public snowplay area. The signs are in seasonal storage and will go up again on November 1.

Park Toilets

The two toilets in JGP are in reasonably good condition. Some wooden siding again has been chewed by porcupine. This damage will be repaired, and I will investigate options for discouraging this chewing next winter.

Dog Waste Stations

The five dog waste receptacles along Fremont Boulevard are serviced twice monthly by Deep Roots Landscaping. I replace plastic bags in six dispensers as needed. Our contract with Deep Roots was renewed with the same scope of work and cost as last year.

Firewise Report – [vacant; given by Odie]

We are already in fire season. The wildfire threat in spring can be high, with vegetation not yet green and windy weather. All of us are safer if each of us make our home and property more fire-resistant. The LHHOA website has a good selection of Firewise reference guides.

Old Business

Follow-up: revised CC&Rs – Bryan and Randy

As of the end of February, final draft of revised CC&Rs was ready. Randy looked into registering and recording. There is a \$30 fee to file with the County Recorder and we need to choose who will sign the document, signatures need to be notarized on an original copy for recording. In the past, four people were signatories (President, VP, Treasurer, and Secretary) although recent amendments included two people only (President and Secretary). Adam

recommended that two signatories would be appropriate (President and Secretary) due to ongoing pandemic concerns and difficulty in arranging a meeting for more than a couple of people. Adam and Lillian will arrange a time to meet and go to Bank of America to get the original document notarized, and then Randy will take the notarized CC&Rs to the County Recorder.

Firewise Chief Needed – Adam

We are still searching for a Firewise Chief.

New Business

Ramada Reservations – Lillian

With respect to large group requests, should we consider more limitations for requests to reserve the ramadas? We received a request for a large group reservation at the end of May/beginning of June. Lillian brought up concerns about traffic on the gravel road and lack of parking. The Board discussed the importance of minimizing fire hazard and lack of designated parking areas and requiring vehicles to remain on the graveled areas, as well as instituting a maximum vehicle limit for reservations, such as 10 vehicles.

Motion by Randy to limit to 10 cars maximum for any group reservation in the Jesse Gregg Park, Lillian seconded. All Board members present voted in favor; motion carries.

Weed season email from Sara Gibson – Lillian

Sara Gibson sent an email requesting a neighborhood notice regarding the invasive weeds, particularly cheat grass. Lillian will wait for input from Gisela, also CC'd on that email, before sending a notice to the property owners. Sara emphasized the importance of clearing the boulevards adjacent to properties. Jim raised the question of whether it may be worth it to pay Deep Roots to deal with cheat grass in the neighborhood, and the Board discussed how Odie thought the neighborhood had done a reasonable job getting ahead of the cheat grass last year but it may be something to consider if property owners do not do it themselves.

Annual meeting preparation

The Linwood Heights HOA annual meeting will be held 17 July 2021 per the CC&Rs. The Board discussed continuing with a virtual Zoom meeting given the uncertainty of the ongoing pandemic and decided in favor of a Zoom meeting scheduled from 9-10:30am MST.

Elections

Jim, Adam, Bryan, and Lillian - terms are up this year; Lillian, Bryan, Jim will run again, Adam will run for an at large position and pass the torch for President position. Board members wanting to return need to submit a one sentence bio to Lillian. Lillian will send out a notice soon

to the property owners with a request for nominations to the Board and also include a blurb about needing a Firewise Chief.

Meeting Adjournment

Adam made a motion to adjourn the meeting, Lillian seconded; all Board members present voted in favor. The meeting adjourned at 7:35pm MST.

Minutes prepared by Lillian Ostrach, Secretary.