

**Linwood Heights Board of Directors Meeting
Monday, April 24, 2023
Virtual Meeting via Zoom**

Attendees

Board Members present: Randy Schaal (President), Lillian Ostrach (Secretary), Jim Gibson (Treasurer), Members at large: Scott Dale, Gabe Epstein, Martos Hoffman, Judy Lukas, Bryan Randall

Property owners present: Odie Christensen, Greg Hartman, Gisela Kluwin

Call to Order – Randy

Meeting called to order at 6:03pm MST.

Property Owner Concerns

None directly from Linwood Heights residents.

Approval of minutes from 24 January 2023 – All

Scott made a motion to approve the 24 January 2023 meeting minutes, Gabe seconded. All Board Members present voted in favor; motion carried.

Electronic Action Report – Lillian

Summary of actions taken electronically since the last quarterly Board meeting

- Odie sent the new Deep Roots contract for Board review and approval, which was granted 03/28/2023
- Board review and discussion of the proposed Delinquency Policy, revised by HOAMCO to agree with LH HOA CC&Rs
- Notification of overdue NFP insurance premium, which was immediately paid such that there was no lapse in coverage

Financial Report – Jim

The HOA finances are robust and in order, all bills are paid and up to date. Last two assessments outstanding finally paid.

Raising assessments? Expenses continue to increase, and ready cash remains the same (no real difference than previous years). There are a few things that could be wild cards/unanticipated expenses looking forward: 1) Jesse Gregg Park Road – if a full repair of the road is required, that repair could take significant amount of cash in our account based on the estimates obtained last year; 2) Landscaping and associated expenses in general, due to the overall rising costs; 3) Legal fees – although we haven't had legal fees for the last few years, when legal actions are needed and fees incurred, the cost of those fees are large. Jim's view is to consider increasing

assessments. The Board held a detailed discussion about the potential need for an assessment increase. The most recent assessment increase was three years ago (2020) by the amount of \$40 per lot owner (20% of \$200 as allowed by the ARS, also voted on by the membership due to a needed revision in the CC&Rs). Discussion included points raised about whether the entire road needs to be repaired at present for the estimated cost of \$50k. General agreement was that no, the entire road does not need to be repaired on the basis of evaluations done last year by Odie, Jim Drago, and Guillermo Cortes. The discussion focused on the fact that we do have a healthy reserve now, so we can wait to increase in the future. We want to stay ahead of financial losses and should consider increasing assessments once we see how contract changes (e.g., Deep Roots renewal in March) affects finances in the longer term.

Delinquency Policy: Although we anticipated a formal vote to adopt the Delinquency Policy, Board discussion focused on some additional clarification needed for the corresponding dates of the policy (e.g., dates when notifications will be sent in accordance with the policy). Jim will speak with HOAMCO and return to the Board with this information.

Lillian made a motion to approve the financials as discussed by Jim; Randy seconded. All Board Members present voted in favor; the motion carried.

Maintenance Report – Odie

Deep Roots Landscaping. The Linwood Heights Board approved a new one-year contract with Deep Roots Landscaping for limited landscape maintenance and dog waste station servicing. For the winter months of November through April, Deep Roots will empty the dog waste receptacles twice per month. For the summer months May through October, they will service the park trash receptacles and complete general cleanup of Association properties monthly and service all dogipots weekly. Previously they serviced the dogipots twice per month all year. Sometimes in the summer the pots were overflowing and quite foul smelling. The cost of the contract increased 48% from 2022, due to doubling the number of visits during the summer months and to an inflation adjustment. The total cost is \$466/month.

Jesse Gregg Park. Jesse Gregg Park weathered the winter reasonably well. Normally the road is open to vehicle traffic on April 1, but this year there were still snow drifts across the road. The Association lock has now been returned and the road is open to vehicle traffic. The road needs a bit of seasonal attention. There is debris in the ditches and a few places where drainage washed some gravel, but considering water damage elsewhere in Flagstaff, the park road did well. There were a few trees blown over or with tops snapped off, but none are problematic. There are some breaks in the perimeter fence, but none are significant, and these will be repaired soon. There was flooding in Matson Wash, probably about 4 feet deep where it crosses the SE corner of the park. Some of the fencing there is loose and jammed full of debris. I will get it cleaned up.

Weeds. I am watching weeds. I have already pulled some common mullein and have more work planned. With the wet winter, I expect cheat grass to thrive, but it is not up yet.

Porcupine. In the past few winters, we had a problem with visiting porcupines chewed on the walls of the park toilets. The corrugated metal sheeting installed last summer seems to have worked; there was no damage this winter.

Austrian Pines. Last year, we were concerned with the health of the Austrian pines at the south entrance to the community. You will have noted that these trees look very healthy; all they needed was water.

Fence around Water Retention Pond at south entrance. The winter was unkind to the wooden fence surrounding the water retention pond at the south entrance to Linwood Heights. Several of the wooden slats are broken, and the fence is leaning from the weight of snow pushed upon it by the plows this winter. I will get this repaired soon. For the Board, I call your attention that this is a plus-20-year-old fence and will need more serious repair or replacement in a few years. In the next months, you may want to look at the fence and think about how you wish to proceed. Do you want to replace the wooden fence with a similar fence, or with something else? Also, I have no idea who owns the fence between the Linwood Heights parcel B and the private property owners. When several panels blew over last summer on the east side, I simply worked with the homeowner to repair it. The association will need clarification of rights and responsibilities before proceeding with any replacement or significant repair.

DISCUSSION

Board member Gabe Epstein pointed out that one of the picnic tables in the playground area is in poor repair. The board declined to replace the three tables at this time. Gabe volunteered to repair the problem table.

Board member Scott Dale recommended discontinuing maintenance of the established gravel-surfaced loop footpath around the playground area. The Board discussion was in general agreement, as pertaining to a trail described by Scott to be closer to his property line and in the vicinity of the former tennis courts.

Gabe made a motion to approve the Maintenance Report, Martos seconded. All Board Members voted in favor, and the motion carried.

Firewise Report – Judy

Judy sent an email for distribution to the Board in advance of the meeting regarding the Firewise annual event and encouraging property owners to continue reducing fire hazards on their properties. Lillian will send this message to the membership.

The Linwood Heights HOA annual Firewise community event will be on June 10 probably at 3pm in the Jesse Gregg Park at the playground area. Neil Chapman remains the current contact for Firewise with the Flagstaff Fire Department but someone else as yet unnamed will be taking over in the future. Additional notification to the membership will be made with the definitive time. Judy requested a small allowance to purchase refreshments, which was approved by the Board in the past. Randy made a motion to approve a reasonable allowance for snacks in

accordance with past years, Lillian seconded; all Board Members present voted in favor and the motion carried.

One question the Firewise Committee discussed at a recent meeting was whether to hold a community action day. Judy and Odie reported that the committee couldn't think of anything meaningful to recommend at this time. Thus, a community action day will be considered depending on what the Firewise review of the neighborhood shows.

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

Old Business

None noted.

New Business

Gabe brought up the Observatory Mesa trail expansion planning report Lillian sent earlier in the day. Lillian forwarded an email the City emailed the HOA regarding the newest update to the Observatory Mesa Trail expansion planning, and the HOA was asked to comment on the newest version. The City asked for comments to be sent by 05/05/2023 and also indicated they would be willing to meet with the HOA or a representative. Gabe noted that the trails in Jesse Gregg Park were removed from planning but the revised maps show several trails ending at our property line. Judy mentioned a road shown leading to our property. Gabe asked if we need to consider having specific signage made indicating Linwood Heights property as opposed to general private property signs to try to avoid trespassing issues. Bryan thinks it probably won't be a problem, but it's a very complex plan. The Board briefly discussed whether another Board response was needed. Martos mentioned an adaptive trail is proposed that would be along our property line. He posed the question, "Is an alignment needed to add distance between our property and where the trail is?" Martos is willing to draft up something and/or talk with the planners. Lillian will send the plan to the membership.

Annual Meeting

The next quarterly meeting will be the annual meeting held on July 15, 2023. The Board discussed holding the annual meeting in person in the Jesse Gregg Park like old (pre-pandemic) times. Timing will be determined soon; previously in person annual meetings were held around 9am or 10am.

Five Board members have expiring terms (Gabe, Jim, Adam, Lillian, and Bryan) and we do have an additional one Board position open (currently nine Board Members of the ten allowed by the CC&Rs). Due to the meeting running long, the Board did not discuss whether those individuals planned to run in the upcoming election. Lillian asked that they think about it and she would plan to send a solicitation for nomination soon. Lillian will also prepare an email to send to the membership asking for nominations.

Meeting Adjournment

Bryan made a motion to adjourn the meeting, Scott seconded; all Board members present voted in favor. The meeting adjourned at 7:20pm MST.

Minutes prepared by Lillian Ostrach, Secretary.