

Linwood Heights Board of Directors Meeting
Monday, October 3, 2022
Virtual Meeting via Zoom

Attendees

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

Property owners present: Odie Christensen, Greg Hartman, Ann Actor, Faye Weiss

Call to Order – Randy

Meeting called to order at 6:02pm MST.

Property Owner Concerns

None noted.

Approval of minutes from 26 January 2022 – All

Bryan made a motion to approve the 26 January 2022 meeting minutes, Lillian 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

- Appointment of Martos Hoffman to the Board as Member at Large
- Approval of Firewise Action Plan for Firewise Renewal
- Annual Firewise survey sent to property owners
- Several CC&R violation notices emailed to property owners and owners responded appropriately
- Lillian had communications with several prospective buyers, realtors, and title companies regarding a few properties for sale; correspondence with property owners regarding contacting HOAMCO for various needs

Financial Report – Jim

Billing for annual assessments was sent to property owners late due to a HOAMCO error. To prevent this issue in the future, Jim will schedule a reminder to check with HOAMCO mid-

summer to make sure invoices are sent. Otherwise, income has been coming in from the assessments and the HOA finances are in good order.

Lillian brought up the difficulty tracking the Disclosure Package Fee income, which is due to the HOA from the new property owner of a sale. Lillian initially contacted Summer at HOAMCO who said we needed to contact the Escrow Department. Jim will follow up with Summer and the Escrow Department, if needed, to figure out a way to better track this income and make sure we receive it. Lillian mentioned she can notify Jim of property sales as she receives updated owner information from HOAMCO, so he is aware and can follow up as needed.

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

Maintenance Report – Odie

Deep Roots: Deep Roots continues to provide good service with the dog waste receptacles throughout Linwood Heights and Jesse Gregg Park. The current contract has them empty these twice monthly. We are experiencing much greater pedestrian/dog traffic and more dogs in the community, and sometimes the receptacles are overflowing and smelly after two weeks. We will consider increasing the frequency of service during the summer months when the Deep Roots contract is renewed next spring.

Weeds: Weeds are a continuing maintenance issue. They grow and we pull. There are no problem areas.

Jesse Gregg Park toilets: Over the past two years, porcupines have been repeatedly chewing the wooden siding on the toilet structures in the park. Last month, we replaced the damaged panels, painted the new panels, and installed corrugated steel cladding around the lower 24 inches on the structures. Hopefully this will foil the rodents.

Jesse Gregg Park road: As reported at the July meeting, we were not able find more than one contractor even interested in completing maintenance on the park road – contractors are simply all too busy. Fortunately, the 2022 monsoon rains on the park were not extreme, and the drainage channels we cut to divert water off the travel surface performed well. The road condition remains unchanged: in need of maintenance but satisfactory for the light use it receives.

Park closure: We will remove the Linwood Heights lock from the vehicle gate into Jesse Gregg Park from November 1 through April 1. When snow arrives, we will post the “No public

snowplay” signs. Flagstaff emergency services will, of course, continue to have vehicle access to the park.

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

Firewise Report – Judy

Renewal paperwork for the HOA participation in Firewise is nearly complete. The Board approved the Firewise Action Plan proposed for the next Firewise term. 46 individual responses were submitted to the annual Firewise participant survey, which is outstanding. Based on the self-reported information, the HOA greatly exceeds the required average cost of maintenance in the program, which is excellent. Our neighborhood clearly demonstrates a commitment to reducing fire risk.

Judy also mentioned developing a welcome packet and neighborly gesture to new property owners as a means of being friendly and introducing a Board Member to the new owner. Not strictly Firewise related, but the Board Member could have some informational materials prepared to hand out.

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

Scott brought up bulk trash pickup and mentioned that some property owners do not seem to pay attention to the scheduled dates, which means that bulk trash of household items may sometimes be at the shoulder of the street for weeks on end. Yard waste is an exception. Bryan mentioned that the City of Flagstaff suggests that people put bulk trash out no more than a week in advance of the scheduled pick up. Lillian mentioned she could send out an email to remind people about bulk trash schedule (also listed on the Linwood Heights HOA website) and ask for consideration in not putting out household items for pick up until shortly before the scheduled date. Also perhaps include the dimensions of the allowed bulk trash volume, although Bryan mentioned that the individuals completing the removal don't appear to care about the volume so much anymore.

Randy wanted to make sure that the HOA has a D&O insurance policy to protect Board Members from legal matters. Jim mentioned that we do hold that coverage and that it's in our liability insurance policy, along with umbrella insurance. Jim reviewed the coverages last year to see if anything needed to be updated, and the coverages are adequate and quotes elsewhere are similarly priced.

Quarterly Meeting – Tentative Dates

The next quarterly meeting will be held in January 2023. Not sure if virtual, in person, or hybrid. Lillian will send out a Doodle poll to the Board of Directors to select the date that works best. Once the date is selected, the webpage will be updated with this information and early notice emailed to the membership. If virtual, Zoom connection information will be emailed to Board Members and the property owners as the meeting date approaches.

Meeting Adjournment

Scott made a motion to adjourn the meeting, Judy seconded; all Board members present voted in favor. The meeting adjourned at 6:34pm MST.

Minutes prepared by Lillian Ostrach, Secretary.