

**DRAFT Linwood Heights April Quarterly Meeting**  
**Monday, April 22, 2024**  
**Zoom meeting**

**Attendees**

**Board:** Randy Schaal (President), Martos Hoffman (Vice President), Camille Bibles (Secretary),  
Members at large: Lillian Ostrach, Scott Dale, Jesse Gesten, Judith Lukas

**Property Owners:** Odie Christensen, Jim Drago, Tara Salce

**Call to Order:** Randy Schaal

Meeting called to order at 6:03 pm MST.

**Approval of minutes from 2024 January Meeting:** Camille Bibles

The Board briefly reviewed the minutes from the 2024 January Meeting. Martos made a motion to approve the 2024 January Meeting minutes, Scott seconded. All Board Members voted in favor and the motion carried.

**Financial Report:** Randy Schaal (Temporary Treasurer)

HOA finances are in good shape. The checking account balance at the end of December was \$63,594 and the reserve account balance was \$57,614, for a total of \$121,208. There are still two homeowners who have not paid the yearly dues. And HOAMCO is taking the necessary steps to address this issue with them. As a reminder, anyone on the Board or homeowners in the HOA who would like to receive a copy of the detailed financials should contact Randy. Scott made a motion to approve the financial report, Martos seconded. All Board Members voted in favor and the motion carried.

**Maintenance Report :** Odie Christensen

Jesse Gregg Park. The road to Jesse Gregg Park is open to vehicle traffic and will remain so until November 1 unless closure for fire is required. Over the winter, a few trees blew down across the perimeter fence and walking trails. The trees have been removed and fences repaired.

The road remains in need of deferred maintenance whenever the Association would like to proceed with this. It is currently quite useable. I still need to remove a bit of debris from the ditches. I will refresh the small water diversion channels before the rains return.

Fence at South Entrance. Two sections of the wooden fence surrounding the floodwater impoundment basin at the south entrance to Linwood Heights were destroyed by an out-of-control vehicle in January. The debris has been cleaned up. This issue was reviewed at the Board meeting in January. A repair or replace decision was deferred to the April LHHOA Board meeting and there was further discussion as to whether the fence needs to be present at all. Randy will follow up with the City to determine if a fence is required and then a decision will be made regarding replacing the sections.

Deep Roots. The contract with Deep Roots to service the dog waste stations and for some community maintenance was extended on the same terms as last year. Dog waste stations will be serviced weekly beginning May 1.

Jesse Gregg Playground picnic tables. Odie recommends that the Association purchase new picnic tables for the playground area in Jesse Gregg Park. There are currently three 6-foot-long plastic tables that are very weathered, falling apart and need to be taken away. They have been repaired several times, but the plastic has become so weathered that it will not hold threads and they are no longer safe for the community. The best options for replacement with coated metal tables purchased via Amazon. Odie further recommends three 6-foot long tables. Judith made a motion to purchase three 6-foot long coated metal tables as recommended by Odie, Lillian seconded. All Board Members voted in favor and the motion carried.

Randy noted the community appreciate to Odie for the work he does on behalf of the HOA. Martos made a motion to approve the Maintenance Report, Scott seconded. All Board Members voted in favor and the motion carried.

**Firewise Update:** Judith Lukas

#### COMMUNITY FIREWISE EVENT

The Firewise Committee selected Saturday, June 22 from 3:00-4:00 for our annual, required Firewise Community Event in Jesse Gregg Park. Mark Adams of the Flagstaff Fire Department and a fire crew with fire truck will attend. Judy will write a Save the Date message for Camille to send to homeowners.

#### PRESCRIBED BURNS

The Flagstaff Fire Department has historically conducted low-intensity prescribed burning in Jesse Gregg Park to reduce fuel loading and the potential for uncontrolled wildfire. The last burn was in 2014. Some documentation of that action is detailed in the notice attached. Odie has also pointed out some areas that may need attention near Matson Gulch to Mark Adams. He also requested that the fire fighters demonstrate the use of fire extinguishers to the attendees of our June Community event.

Flagstaff Fire Department specialists feel that the Park is ready for burning again (historically, wildfire swept through Ponderosa forests about every ten years). Mark Adams has asked us to open a general discussion about prescribed burns with the HOA board to educate the community about the importance of this prescribed fire as it will continue to protect our homes from wildfires. We will send a letter to the Fire Department expressing our support for a prescribed burn and will assist with community support for this and other fire protection measures. There will be determination as to whether there is a nominal fee associated with the prescribed burn as some board members recalled such a fee in 2014. It was discussed that this fee may have been due to the fact that there was also a tree thinning process along with the previous prescribed burn.

#### SPRING CLEANUP ANNUAL MESSAGE

Judy will write the annual message to homeowners, encouraging them to keep properties free of fire-fuels and to track activities and expenses for the survey we will send later in the year. Martos made a motion to approve the Firewise Report, Jesse seconded. All Board Members voted in favor and the motion carried.

## **Old Business**

Discussion focused on older and newer CC&R violations relating to working on vehicles and parking vehicles off the pavement and leaving inactive vehicles parked outside garages. Randy confirmed that the lawyer retained by the HOA drafted and sent a letter regarding the short term rental. There was discussion about all of these issues and the damage done to all homeowners and property valuations with the violations.

New observations relating to a property with many previously noted violations were discussed as well as the fact that a new letter will be sent with an assessment of fines as numerous efforts have been made to address the situation regarding openly working on vehicles and parking vehicles off the driveway. A notice of violation letter will be sent to another property relating to a longstanding parking violation.

## **New Business**

### **Elections**

Board elections are coming up so there was a discussion to assess which board member terms were expiring and how the elections would proceed. An email will go out in the next two weeks with nomination information and letters need to be to the printer the first part of May and will be sent to property owners the end of May. Lillian and Camille will discuss the election details to make sure that the election process is a smooth one.

### **Next Meetings**

The Annual Meeting is July 20, 2024, at the playground in Jesse Gregg Park. Camille discussed setting meetings a year or more in advance on designated days and weeks of the meeting months (October, January and April). There was discussion about this issue and she will query the Board about the best week and day to hold the meetings during those months.

### **Title Piracy**

Camille discussed the concerns raised by a property owner regarding a fraudulent attempt to offer his property for sale and made a recommendation. In essence, anytime the Board secretary is contacted relating to the possibility of sale of the property that the secretary reaches out the known property owner to confirm that the property is, in fact, being offered for sale and that the realtor contacting the Board is the appropriate agent for the property. Camille advised that she is implementing this process. Lillian also strongly recommended that with any prospective buyer representatives that it is also important to make it clear that no part of any LH property may be rented in a short-term rental manner and that the Board takes this violation extremely seriously.

## **Adjournment**

Martos made a motion to adjourn the meeting, Scott seconded. All Board members present voted in favor. The meeting adjourned at 6:59pm MST.

Minutes taken and prepared by Camille Bibles, Secretary.