

**Linwood Heights Annual Meeting**  
**Saturday, July 16, 2022**  
**Virtual Meeting via Zoom**

**Attendees signed into Zoom**

**Board:** Randy Schaal (President), Adam Graff (Vice President), Jim Gibson (Treasurer), Lillian Ostrach (Secretary), Bryan Randall

**Property Owners:** Odie Christensen, Ann Actor, Dave Chapman & Camille Bibles, Cindy Weick, Gisela Kluwin, Greg Hartman, Janice Woodburne, Julia Wright (Jim and Judy Lukas' daughter), Martos Hoffman, Tanya Rae, Dennis Streiter, Scott Dale, Faun Nichols, Linda Seitz

**Call to Order**

Lillian Ostrach

Lillian Ostrach called to Order at 9:03am MST. Lillian acknowledged the Board members present and thanked all attendees for participating in the virtual meeting.

**Approval of minutes from 2021 Annual Meeting**

Lillian Ostrach

The Board briefly reviewed the minutes from the 2021 Annual Meeting. Bryan Randall made a motion to approve; Randy Schaal seconded the motion; all present voted in favor and the motion carried.

**Board accomplishments for FY2021-2022**

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
  - Hiccups with HOAMCO worked out
- Autumn 2021 and Spring 2022 saw a record number of property sales
  - Special thanks to Lillian for managing that so adeptly, along with many other responsibilities
- Ongoing efforts in CC&R enforcement
- Odie's ongoing tremendous stewardship and leadership of the Jesse Gregg Park
  - Jesse Gregg Park repairs and enhancements, including evaluation of road damage and plans for improvement – Jim Drago, Guillermo Cortes
  - Proactive decisions responding to fire danger
  - Clean-up of common area Tracts B, C, D, and tree thinning performed as recommended by Flagstaff Fire Department
- Maintained Firewise accreditation
  - Judy Lukas volunteering to become Firewise Leader
  - First in-person Firewise community event since 2019 was a success
  - Many property owners taking an aggressive stance toward minimizing fire hazard
- Letter on the official stance of the HOA submitted to the City regarding the proposed Observatory Mesa trail system public access plans, which we do not support, and the

overwhelming community concerns with the City plans evidenced by independent comments submitted

- Board response sent to City, the City has removed the proposed public access points and marked trails from publicly disseminated information and maps
- It became clear in communication by property owners with the City that the City did not do appropriate research regarding the plans and did not realize that Jesse Gregg Park is private property
- 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**

Odie Christensen

Jesse Gregg Park Road. The road in Jesse Gregg Park experienced significant gully erosion during several monsoon rain events in 2021. At that time, we contacted two construction contractors to review the damage and submit estimates for repairing the damage and restoring the road. Following yet another later flood event in Flagstaff, only one company was able to submit a bid, which was in excess of \$60,000 and was not approved by the Board. We repaired the worst of the damage with hand tools and cut shallow drainage channels to limit further erosion damage.

This summer, we again visited the issue with a Linwood Heights HOA group including two civil engineers. Together we recommended a more limited road repair and maintenance program including placement of timber waterbars, road grading, and limited addition of road base aggregate. I contacted six Flagstaff area contractors. Five of these declined to consider the work either because it fell outside of their preferred work or because they are fully committed for 2022. One contractor walked the road with us but has not submitted a bid. We will continue to try to find a contractor.

This summer, we cleaned the culverts and their outlet channels, reestablished the small drainage channels on the road, and will do what is reasonable with hand labor to reduce continuing erosion during monsoon rains this summer.

Weeds. Controlling weeds in Jesse Gregg Park is a continuing activity. While the battle is never won, we are doing well. In addition to hand-pulling weeds throughout the park, this spring we sprayed several patches of cheat grass with an organic, biodegradable, animal-friendly, non-specific ammonium soap herbicide.

Odie also reported that Jesse Gregg Park is on the list for an upcoming prescribed burn by the Fire Department for some time in the Fall (more information below in the Firewise Report section). There will be advance notice of this activity sent to the membership once Odie receives information. Dennis asked if there are any recommendations for the residents to take for days when the prescribed burn is happening and any precautions that should be taken? Those are great questions and Odie will obtain guidance from the Fire Department and encourages all owners to continue efforts to remove the pine needles from properties, make sure gutters are cleaned, and make sure the trees are thinned.

Deep Roots. The Association has a contract with Deep Roots to service the dog waste receptacles along Fremont Blvd year-round and the trash receptacles in Jesse Gregg Park in the summer months. Deep Roots continues to provide good service.

Porcupine. We have a resident or visiting porcupine in Jesse Gregg Park. Last summer the rodent chewed on the walls of the park toilets. I have corrugated metal sheeting to repair the damage and protect the structures from future damage; the project will be done this summer. The porcupines have 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.

Austrian Pines. Late last year, one of the Austrian Pines along the fence at the south entrance died from drought and pine beetle attack. We removed the dead tree, and at the recommendation of a forester, placed mulch around the remaining trees in that line. So far, the remaining trees appear to be doing as well as to be expected in the continuing drought.

There was a question asking whether dead trees will be removed from the park? Odie has no plans to remove dead Ponderosa Pines or other trees because they're an important part of the ecosystem, the HOA hasn't made an effort to do so in the past, and there are lots of them in the park. Martos also said that we don't have a high density of dead trees that could lead to significantly increased fire risk and dead Ponderosa are not prone to spontaneous combustion.

### **Firewise Update**

Lillian Ostrach for Judy Lukas

The Firewise committee consists of:

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

### *Linwood Heights Annual Firewise Event*

The Firewise event was held on Saturday, May 21, from 3:00 to around 4:30 in the playground area of Jesse Gregg Park. Captain Chavez, Engineer Romero and Firefighter Ortiz from Station 5, C-shift, gave an excellent presentation. Jon Paxton from the Sheriff's office explained the "Ready, Set, Go!" program. Assorted handouts from the Flagstaff Fire Department were distributed. There was a fire truck for the children and refreshments for homeowners.

We estimated attendance at about 35. Participation was very good with many questions asked and answered.

Contact information for tree removal, property inspection and grant availability were sent to homeowners. Jerolyn Byrne, our previous Firewise liaison, has left her position and a replacement is being sought. In the interim, her supervisor, Neil Chapman, is filling the role.

### *Maintenance Activities organized by Odie*

There were several maintenance activities on Association parcels that also make our community more Firewise.

Tract A, Jesse Gregg Park. We trimmed and sprayed numerous patches of cheat grass within the park. Spraying was directed spot-spraying with an organic non-specific herbicide. This was mainly a weed-control activity, but cheat grass is a highly flammable fire fuel.

Tract B, the south entrance to Linwood Heights at 2387 N Fremont Blvd. We contracted Deep Roots to remove the buildup of pine needles along the wooden fence on this 0.26-acre parcel.

Tract C, the north entrance to Linwood Heights at 2990 N Boldt Drive. I trim the grass and forbs 2-3 times annually to reduce the fire fuel. At the recommendation of Flagstaff Fire Department, the Association contracted AM Forestry to thin about 65 trees on this 0.88-acre parcel. I limbed up the remaining trees.

Tract D, at 2160 N Fremont Blvd. We contracted Deep Roots to remove a heavy accumulation of pine needles from this 1-acre parcel.

We have been in contact with Flagstaff Fire Department regarding conducting a prescribed burn in Jesse Gregg Park this fall. We are on their list, all dependent upon weather and crew availability. Let everyone know that there will be ample notification to all residents and property owners prior to such an activity.

### *Future Action*

We have determined that our Action Plan requires updating for our Firewise renewal, which is due in November. The team will address the action plan and report on our progress.

### **Financial Report**

Jim Gibson

Jim wants to acknowledge the efforts of the Board and especially Lillian and Odie for their efforts, which are often thankless and take many person-hours.

Overall, the HOA finances in good order and a near year-end statement was sent to owners with notice of the annual meeting. Year-end financials are available and next year's budget was proposed to the Board, both of which need to be approved. Jim asked for the Board members who haven't voted yet to do so soon. HOAMCO is overall working well, and problems are being addressed, reiterating that hiring HOAMCO to manage the HOA accounting was a really good idea that has improved matters.

A reminder that annual assessments will be paid through HOAMCO. All property owners will receive an assessment notice soon, and please do not send payment to the HOA PO Box. Last year we forwarded those payments to HOAMCO but we will not do that this year. Make sure to update your mailing and contact information with both HOAMCO and Lillian to make sure you will receive all the information you should!

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

Lillian Ostrach

- Big thank you to retiring Board Member Janean Quigley
- Thanks to Randy Schaal for volunteering to serve another term as President
- Thanks to Judy Lukas and Scott Dale for volunteering to serve on the Board

As of Friday evening July 15, 2022, we received a total of 37 ballots. Scott Dale received 37 votes, and Randy Schaal and Judy Lukas both received 35 votes. Therefore, every person on the ballot was voted in.

Lillian made a motion to approve the election results as presented, Bryan seconded the motion, all Board members present voted in favor and the motion carried.

### **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 weed
- Association membership for promptly responding to email queries and correspondence

Jim added that he wanted to recognize Lillian's efforts as Board Secretary, which go above and beyond. Everyone is very appreciative.

### **New Business**

Lillian brought up the need to select Board officers. At this time, the President position is open, and she asked Randy if he would be willing to accept the President position. He acknowledged he would be happy to serve as President for this new term.

Additionally, there are several Board positions remaining open as we do not have a full Board consisting of 10 members. If you are now interested in serving and were not able to nominate yourself or have since decided you would like to volunteer some time to help the community, please let Lillian know and the Board can make a special appointment to fill these open positions.

Lillian also mentioned that she has observed multiple violations of the CC&Rs in the neighborhood recently. She politely reminded everyone about the CC&R restrictions governing parking and storage of vehicles, trailers, and other equipment, and prohibitions regarding signs. With an election coming up, signs related to candidates and issues brought to vote are permitted, but general topics are not. Jim and Bryan both agreed and discussed some of the past Board discussion about the topic. Lillian will send a friendly reminder to the membership before the Board takes action contacting the properties in violation.

**Adjournment & Next Quarterly Meeting**

Lillian Ostrach

The next quarterly meeting will be held in October, with date, time, and location to be determined. As in the past year, Lillian will send a scheduling poll to the Board members to determine the date and time that works best and notify the membership via the listserv in advance. Meeting date and time will also be posted on the website.

Bryan made a motion to adjourn the annual meeting, Randy seconded the motion, all Board members present voted in favor and the motion passed. The meeting adjourned at 9:55am MST.

Minutes taken and prepared by Lillian Ostrach, Secretary.