

Linwood Heights Board of Directors Meeting
October 1, 2018

Meeting commenced at 6:32 p.m.

Board Attendees: Adam Graff, Bryan Randall, Cecelia Lodico, Mac Rominger, Andy Rusk, Janean Quigley, Wayne Stoltz, Larry Richardson, Odin Christensen
Property owner: Greg Hartman, maintenance supervisor

Choosing officers—

Board members volunteer for officer positions and remain in those positions for one year. Adam Graff, president; Andy Rusk, vice-president; Mac Rominger, treasurer; Cecelia Lodico, secretary. Others are Members at Large. Greg Hartman has generously agreed to continue to supervise maintenance, although he is not a Board member.

How the Board does its work—Cecelia

The Board holds four meetings per year—normally January, April, the annual July meeting and October.

Each Board member sends email to the entire group, so the entire Board is aware of any business which needs to take place between scheduled meeting times.

The positions of treasurer and the supervisor of maintenance are each paid \$595 annually to compensate them for the work they do, gasoline they use to do their jobs, etc. This payment amount avoids tax implications, Form 1099 etc.

The maintenance supervisor's spending limit is \$500 per transaction; anything above that requires Board approval.

The Board guards homeowners' personal data and maintains strict confidentiality, especially in this time of security breaches. Only 2 Board members have this data.

Contacting our attorney—president of the Board is to be notified if attorney needs to be contacted. Normally only the treasurer or secretary contacts the attorney.

Reimbursements of expenses incurred by Board members—only the treasurer and the secretary have banking signature authority. Board members never reimburse or pay themselves.

Maintenance report—Greg

Deep Roots Company is doing a good job with clearing weeds and ridding Doggie Pots of waste. Two Firewise signs were put up at the entrances. The basketball court coating, which was flaked, has been scraped and will be sealed prior to winter. Greg repairs the fence around Jesse Gregg Park; most damage is done by elk. Linwood Heights is still on the list for a controlled burn on the southeast corner of

Jesse Gregg Park. We receive only a 2-3 day notification from the Flagstaff Fire Department. As soon as Greg is notified, an email will go out to all property owners.

There are Siberian Elms at the south entrance; they're an invasive species and not native and they will choke out native plants. Cecelia will obtain permission from the property owner(s) for the removal of these trees at the (minor) expense of the HOA.

Financial report—Mac

91 out of 96 property owners have paid their annual assessments as of the date of this meeting. Mac paid the insurance policy, which is one of our larger expenses, about \$5,000. Three properties have sold recently. Per Arizona statute, several legal documents must be sent to the prospective owners, and the HOA is allowed to collect a transfer fee. LH collects \$200 for each sale.

Old Business

Firewise update—Odin, Cecelia

Jerolyn Byrne, the Flagstaff Fire Department Firewise specialist, says the city received its funding for possible reimbursement to property owners who thin trees and get their property "firewise." The HOA recently sent out Firewise information to each property owner suggesting what they could do to be more "firewise." Several people have contacted Jerolyn and have had their trees marked for removal and/or had trees cleared or pine needles cleaned up.

New Business

Cost/benefit of basketball court, road maintenance—Andy

There was a discussion about the usage of the basketball court, play ground and the road up to the ramadas. Road maintenance is the largest expense for the HOA, costing thousand of dollars when this is done. Greg Hartman looked into having the basketball court removed in the past, but couldn't get a response from any vendor. Greg maintains the playground equipment yearly. there was a question if our premium would be reduced by not having the equipment in the park. Andy will talk to a property owner about their Sports Court to see if that is an option to replace the current basketball court. Andy will gather more information about other options. The Board needs to decide to keep the basketball court or demolish it.

There was discussion as to whether the significant cost of maintaining the road in Jesse Gregg Park is worth the cost, and there was a question as to whether the HOA is required to maintain the road for emergency access. Board members feel there needs to be regular minor maintenance of the road and that the Board could negotiate costs with any construction company performing repairs. Cecelia will contact Jerolyn Byrne from the Flagstaff Fire Department and someone from the Flagstaff Police Department about what, if any, are requirements for road conditions in case of emergencies. The Board needs to consider park road maintenance as part of the positive re-sale value of homes.

There was discussion that we have many new property owners here who may not realize the HOA has two ramadas in the park which may be reserved by property owners for events, such as graduation ceremonies, weddings, birthday parties, etc. The Board will “advertise” this benefit to property owners.

Complaint about CC&R violation

The Board received a written complaint of a violation of the CC&Rs and agreed this complaint has merit. The Board is obligated per the CC&Rs to inform the person in writing that they are in violation and to allow them time to come into compliance. A letter will also be sent to the person who filed the complaint, informing them of the action the Board took. Mac will draft the letters and Adam will sign as the Board President.

Meeting adjourned at 7:40 p.m.