**PRESCOTT SUMMIT PROPERTY OWNERS ASSOCIATION**

**BOARD MEETING October 4, 2023**

**Prescott Public Library**

The meeting was called to order at 4:00 pm by President Jos Nikula. Present were V.P. Ken Dole, Treasurer Linda Wirtanen and Secretary Judy Rae Haley. Director Ron Norfleet was excused for illness. Also present were owners Tom Watkins and John McMahon.

In the interest of timing, Ken made a motion to move agenda committee reports to the end of the agenda, seconded by Linda. Motion carried.

Ken made a motion, seconded by Linda, to approve the minutes after requested changes to the September 6, 2023 meeting by Tom Watkins as follows: “Tom advised he had informally been assigned tasks related to Landscaping issues and has had minimal help except from Jos Nikula and Linda Wirtanen.  Currently he feels over loaded with Landscape Maintenance, Firewise, Canyon Mitigation, Title III request for Funding, Common area irrigation issues and wants to reduce the load in the coming year.” The corrected minutes to be posted on the website by Ron.

To start, Mr. McMahon was given time for comments and for any additional agenda items he wished to be covered. He wanted to discuss opinions of our attorney, given in the past, but he did not have any factual sites to refer us to.

Jos advised that owner Tom Scott wanted to cut a tree that was on his property and he has been advised that if it was on his property, brushing against his roof, that he could make the decision without approvals..

-We had entertained using a certain CPA in Prescott, but that office was not taking any new clients, so we will have to research further.

Treasurer: Linda presented the September 23 Profit and Loss Statement and the September 30 Balance Sheet. She advised we received a payment of $2,500 for a new building plan review by the Architecture Committee which was not yet on the income statements. As far as outstanding yearly dues we still have an issue of a $36 default.

Architecture: Ken advised that an ongoing problem with prior Board’s failures to obtain and retain necessary architecture review reports from Douglas Stroh over several years, is an ongoing issue as Mr. Stroh says he doesn’t have, or wasn’t legally required to retain, any reports. Ken advised that the list of new construction sites would have called for 64 documents, of which we have none. Mr. Stroh says that documents were forwarded directly to our Director Norfleet who says he doesn’t have them. Ken disputes the whole scenario and after many emails back and forth, Mr. Stroh agreed to research his files (by an assistant) at $100 per hour. Ken thought we could go up to $500, but his motion was seconded by Jos with a $300 limit. **MOTION PASSED.** This issue will be discussed further at the next meeting.

Mr. McMahon was concerned by lot #57 having unpainted parts of the house, but the owner insists his painting/new construction was signed off as completed, but there are no architecture reports substantiating that claim.

There are lots now going through the process toward building with one posing questions, one is approved (#89) but not yet starting to build, and one still working on plans (#3) and #68 has paid his review fee.

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Management company:

Jos asked for comments related to the hiring oif a management company and Tom advised he had talked with owners in passing and some had inquired if there was going to be a special meeting about the hiring. Jos advised that our CC&Rs allows the elected Board to hire whatever help they need and there is no question that our HOA has needed help from almost the very beginning.

Mr. McMahon posed the question of how we could afford to hire a management company when we have a lack of funds. The answer is that the budget has been balanced with this in mind along with upcoming Firewise costs. We will need to raise the annual dues by 20% and this would need to be done because of inflation.

Some of the reasons we need the management company are:

They will demand and keep all necessary documents

They know the laws and AZ statues and can apply them with neutrality

There have been issues in the past with properties changing hands without proper

documents and they will follow-up on these types of issues so that our records are

complete

They will handle the upcoming AZ law deadline on HOA street parking

They will have a dedicated website that owners can easily access and accomplish

more than we’ve been able to with our dysfunctional website.

They will handle owner compliance and fine issues for things like lot landscaping

Mr. McMahon questioned us changing the annual meeting from May 2024 until August 2024 and our CC&Rs allow a Board up to 90 days additional to solve meeting date issues and our major reason to move it closer to the end of summer is to allow the current Board to handle all the Firewise and landscaping issues during the year of administration rather than trying to play catch-up by a new Board after a May election. It’s been a problem for many years. We have gotten a legal opinion on this.

Jos made a motion, seconded by Ken, that we retain the management company with a local office

and a local reputation called TriCity Property Management Services, Inc and that we retain them ASAP. **MOTION PASSED.** We will want a 90-day period in which to cancel without penalty, within a 3-year contract.

Mr. McMahon asked for a copy of the management contract and he wishes to receive other documents by a forthcoming written demand.

Linda made a motion, seconded by Ken, to set the annual meeting on Saturday 8/3/24 at 10:00 am at the Prescott Library and Tom volunteered to secure the date. It’s unfortunate that we will have to pay the management company extra to have a weekend meeting, but since this might be the an only chance for working owners to meet with company representatives, it might be best to do it on a weekend. **MOTION PASSED**.

Director Norfleet had inquired about putting lot number signs on properties to help identify for landscapers/firewise procedures, but since these are properties not owned by the HOA, we cannot

trespass with signs.

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Firewise Committee: Tom Watkins presented us with brochures from Firewise USA called “Reducing Wildfire Risks in the Home Ignition Zone”. He had obtained these at a seminar he attended and he advised he had put in for a “grant” of money being given to communities out of the Pandemic government payout money. The “Title III Forest Fee Program” listed preliminary awards for 2023-24 and we are listed to receive $3,340.

He said that Conrad Jackson, Risk Manager for the City can come out and do inspections for us for wildfire mitigation. Jos is planning to attend another seminar on 12/6. He advised us that Prescott now has a chipper/shredder to grind up the plants, trees and foliage after lot clearings. The Fire Department told those at the seminar that they will not respond to community fires if they aren’t firewised. Arrow Fire, that previously cleared our common area “canyon”, still has to burn the piles of brush and it will cost us $8,000.

Next meeting: Wednesday, November 1, 2023 at the Prescott Library at 4:00 pm and Linda will inform all owners by postcard, including a note to the owners about the City offering free chipping of lot clearance debris.

The meeting adjourned at 5:30 pm.

Respectfully submitted,

Judy Rae Haley, Secretary.