

NOT APPROVED

PRESCOTT SUMMIT PROPERTY OWNER'S ASSOCIATION BOARD MEETING March 12, 2024 Prescott Public Library

The meeting was called to order at 3:30 pm by President Jos Nikula. Present were Board members VP Ken Dole, Treasurer Linda Wirtanen and Secretary Judy Rae Haley. Absent: Director Ron Norfleet. Also present was Community Manager Elizabeth Martinez of Tri-City Property Management.

Owners present: Tom Watkins, Mike Wirtanen and John McMahon.

Consent Calendar: Approval of the January 31, 2024 Board Minutes. Ken made a motion, seconded by Jos, that we approve the consent calendar. **MOTION PASSED.**

Jos advised that she wasn't seeing invoices uploaded from Tri-City and she made a request to Elizabeth to have us be able to see the bank statements as financials come in and go out.

Management Report: Elizabeth said she has received several biographies for the upcoming annual meeting and election, after they mailed out the Request for Nomination postcard. She will be sending out the election materials to owners after the candidate deadline of 3/26. She will check to be sure that all candidates are owners in good standing (all assessments, payments up-to-date).

It's confirmed that the 10-day grace period after the 5/18 annual meeting, in case there is no quorum of votes, is set for 5/28 at the Prescott Library. Ken requested that the back-up date be posted on the owner's portal as an "open meeting".

Tri-City has been posting financials and approved meeting minutes on the Owner's Portal. They received contact from a new owner who wishes to build. Mike advised that the ARC will want to have a meeting with any owner to go over their plans and also, if possible, a meeting with the building contractor. Owners will be presented with the Design Guidelines.

Landscape Maintenance: She advises that she is lining up names to send inquiries to landscapers for estimates. Tom Watkins provided her with the RFP for landscaping. She will request bids for this upcoming 2024 season and cost analysis/difference for renewals in 2025. She doesn't have any bids yet. John McMahon suggested we try for a bid from Arizona Landscaping as they are very reasonable. All bidders must be licensed, insured and bonded.

Sidewalks: A discussion arose regarding the repairs of sidewalks in the community, like in front of the common area, and the issue of who's responsible. It is the HOA or the City? Linda will contact the City for clarification and arrange for repairs if the city is responsible.

Grants for Firewise: There are several issues involved with this subject. Tom explained that some grants are a “one time grant” to an individual owner and they can only get the money once. Other grants give lump sums with a follow-up from an owner who does the work and requests reimbursement after they have a vendor’s paid billing for the work done. He states that ongoing insurance company losses are possibly going to impact developments if they don’t make sure that firewising is done on every lot. The current grant he is waiting on hasn’t given perimeters as yet.

Owner’s comments: Tom advised that the PSPOA had previously contracted with a local architect to approve building plans as individual owner’s built on empty lots. In late June, 2020 he asked that architect, Doug Stroh, for his past owner building completion forms he issued and Tom was told to ask Director Norfleet for them, as Stroh was not required to retain the documents.

Per Ken, Ron provided what documents he had but they lacked all but one final approval. It was decided at a previous meeting that it would be a waste of HOA money to sue Stroh for not keeping copies of his work.

Mike advised that since properties have changed hands, who would be entitled to any money? The final comment was that Stroh had a contract that required him to provide final occupancy documentation. Consequently, we are not liable to previous homeowners/builders since the HOA relied on Stroh to provide final approval letters.

As time was running out, the meeting was adjourned at 4:40 pm.

Executive meeting was called to order immediately thereafter.

Respectively submitted,

Judy Rae Haley, Secretary