

Diamond Peaks at Leisure Woods I and II HOA Inc

PO Box 26241, Prescott Valley, AZ 86312

diamondpeakshoa.org

July 18, 2023

Attendees:

Board members:

- Mark
- Stephan
- Frank
- Kim
- Greg

Others:

- Dennis Erickson
- Andrew Audova

Previous meeting minutes approval:

- Stephan, Mark, and Kim approved.

Treasurer's report

Income:

Roads/Annual Maintenance: $63 \times 1075 = 67,725$

Water: $46 \times 250 = 11,500$

Total: \$79,225

Average Annual Expense: 51,300

Average Annual Reserve Account accrual: 28,000

Budget for 2023/2024

Same as 2021/2022 as shown below.

Diamond Peaks at LW I - II HOA Profit & Loss January through December 2022			
	Jan - Dec 22	Jan - Dec 21	\$ Change
Ordinary Income/Expense			
Income			
HOA Transfer Fees	375.00	375.00	0.00
Interest Income	19.68	19.30	0.38
Interest/Late Fees Revenue	29.64	229.82	-200.18
Mail Box Unit Fee	250.00	750.00	-500.00
Road Assessments	67,725.00	63,000.00	4,725.00
Water Hookup Fees	0.00	2,000.00	-2,000.00
Water Service Assessments	11,500.00	11,145.84	354.16
x.Discounts on Dues	-1,835.25	-1,702.50	-132.75
Total Income	78,064.07	75,817.46	2,246.61
Gross Profit	78,064.07	75,817.46	2,246.61
Expense			
Accounting	5,230.07	4,522.60	707.47
Dues - Oregon Assoc Water Util	180.34	0.00	180.34
Electricity - Reservoir	928.82	960.37	-31.55
Insurance Expense	944.00	944.00	0.00
Licenses and Permits	150.00	0.00	150.00
Mail Box Unit	0.00	2,077.80	-2,077.80
Maintenance and Repair Roads	175.00	0.00	175.00
Maintenance Signs	300.00	0.00	300.00
Office Supplies	183.63	146.00	37.63
Postage	22.50	0.00	22.50
Rent PO Box	197.00	90.00	107.00
Rent Safe Deposit Box	0.00	150.00	-150.00
Sec of State Annual Registratn	0.00	50.00	-50.00
Snow Removal Contract	31,500.00	30,000.00	1,500.00
Software & Apps	149.90	0.00	149.90
Telephone Expense	1,635.68	1,447.06	188.62
Water Right Expense	2,000.00	0.00	2,000.00
Water Sys. Bk Flow/Quality Test	1,665.97	1,665.99	-0.02
Water System Maintenance	7,920.19	5,999.57	1,920.62
Website Maintenance	16.17	663.81	-647.64
Total Expense	53,199.27	48,717.20	4,482.07
Net Ordinary Income	24,864.80	27,100.26	-2,235.46
Net Income	24,864.80	27,100.26	-2,235.46

Show me the money

- All money in for year save one resident (working on paying by end of week).
 - o Checking balance: \$63,166

- Savings just over 200k
- Expenses:
 - Bookkeeper 4,500 a year (9%) paid monthly @ \$375
 - Snow removal 34,500 a year. 67% of total expenses.
- \$28,000 over a year going into reserve fund.
- Insurance: \$944. Unchanged for years.
- Electricity for reservoir: \$928.
- Snow removal: \$31,500. Some carry-over from prior year.
- Delta: if we go to a different monitoring system (e.g. Summit's) we could make telephone expense go from 1,600 down to about 300 if Delta does it with their remote monitoring apparatus.
- Water system maintenance: \$7,920
- 63 people paying HOA dues:
 - \$79,225 income
- Avg expense per year
 - \$51,300
 - Water expense ranges from 16% - 27% of budget
 - 25% of waterflow budget is backflow testing.
 - \$1,666 for Mike to do backflow testing.
 - Delta charges \$145 an hour for field labor. Roughly about the same amount that Mike is currently charging.
 - Website maintenance – Jan 1 will need someone new.

Water system

- Delta Operations
 - Waiting to see what we're looking at as far as costs and potentially raising rates.
 - Started our relationship in 2021. 2 yr contract we just re-upped in 2023. They also take care of Summit HOA so they understand nuances of our water systems.
- **Motion passed to increase the annual water fee to \$360**
 - Motion started by Mark. Seconded by Kim. Thirded by Frank.

Mark to get some comparable rates from other communities to include in newsletter.

- Rates from \$1075 (excluding water) up from \$775.
 - Longterm annual dues at 775 increased over 4 years 2017-2021, now at 1075/year. Something to consider for some on a fixed income.
 - Greg and Wendy (new approval).
 - 17 more new hookups.
- 2023/2024 Budget
 - Refer to above P&L worksheet for 2021/2022 budgets.

Old business

- Roads/snow
 - o Hoping Steve Probst will continue plowing contract for DP HOA. Need to be prepared in the event he does not.
 - **Kim to find out by October 10.**
 - o Dennis: Received 7 bids. Highest quality bid is Mike Shirley from Oakridge. His job was McKenzie pass. Retired from Army.
- Water jacket needs to be repaired on the corner of Red Cone and Clear springs intersection.
 - o Kenny did the one in lower community and knows how to do it.
 - o **Stephan will talk to Kenny**

Water:

- See tips "DPHOA Water Page" with codes for access to wellheads (DP and Summit) and other key info.
- Reservoir was overflowing in 2nd week of June. Pump stopped working a few days later (mid-June). First pump lasted 20 years and this one switched out Aug-2020 so is under a warranty.
- Borrowed water using "black hose" (avoid contamination) from Summit HOA to ensure we didn't run out until loaner pump from Delta Operations was installed 3rd week of July. Replacement pump to be installed as soon as it arrives.
 - o Per guidance from Delta Ops we added ¼ cup of chlorine additive solution per 5,000 gallon of water, added when reservoir was > 80% full. (Delta Operations formula)
 - o Dennis tested levels to ensure water quality remained safe.
- Stephan met with Delta regarding a new remote monitor and notifications system. Antix system. Price is pending. Stephan will send on bid.
- Existing concrete pad has been disassembled and rebuilt thanks to volunteers Stephan and Dennis, and paid help by Kenny. New pad with rebar will be larger and higher ground level with drainage around perimeter to reduce water flow under slab.
 - o Dave Crider personal cell phone was still on sign. HOA Google phone number has been added.
- Longer term we need to consider an upgrade our pumphouse cover structure similar to what Summit has.

Brush Removal

- Stephan worked on the cutting and Walker Range worked on chipping. Date is September 10, (Sun).
- Residents put brush on side of street to have it chipped. Walker Rim will blow chips back on property but not in culverts due to drainage concerns.
- For next year, consider fundraising to clear area and we pay/sponsor them. Local sports team, e.g. La Pine football or wrestling team.

New Business

- Our current Webmaster has terminal illness and won't be able to continue maintaining website after Jan 1, 2023.
- **Stephan to contact existing web master (Michael) regarding references for new Webmaster and Web Host contract.**
- New construction approval needed for Greg and Wendy Yamada. 1300 sq ft.
 - o Project has been approved per plans submitted.
- US Bank – Research the high yield accounts to make 4+%. On 250k it could be a revenue generator (upwards of 10k)
 - o **Mark to follow-up on options and research the legality of HOA investing (OK so long as it goes back into HOA/community).**

Good and Welfare

- Andy from Fire Department attended.
 - o They now have 7 or 8 volunteers!
 - o Recommends fire hydrant maintenance (blowing) twice a year. Preferably in late spring ahead of fire season.
 - o Fire education tips for community – Firewise ([NFPA - Firewise USA®](#))
- Mark to investigate HOA becoming a Firewise community advocate/member.
- Ambulance operates out of Crescent. Response time is typically 3 mins out the door.
- Due to increased demand from Willamette Pass during ski season, they are considering Ambulance at Crescent Lake station.
- Helicopter response for medical emergencies.
 - o Airlink is the main company. Others include Reach and Lifeflight.
 - o All have insurance policies.

Adjournment