

Diamond Peaks at Leisure Woods I and II HOA Inc
PO Box 26241, Prescott Valley, AZ 86312
diamondpeakshoa.org

Board Meeting Minutes: July 1, 2025

Call to Order

Stephan and Donna's cabin, Diamond Peaks

Called to order @ 16:20 (delayed slightly due to power outage)

Attendees

Board Members: Greg Hall, Richard Locke, Stephan Schepergerdes, Andrew Waler, Steve Winegar

Community Members: Dennis Erickson

Updates (Stephan):

- 1- Annual Meeting Review: 19 votes for new board, 15 owners/1 proxy for quorum
- 2- State of Oregon Business Registration updated
- 3- Google phone monitoring: Stephan via Google Voice App
- 4- Google email monitoring: Stephan/Steve
- 5- Need to Know Binder is now on Google Drive, board has "viewer" privileges.
Link was sent to Board members.
- 6- Archive website documents to Gmail folders (Bylaws, CCR, Building Approval, Owner-Contractor Responsibilities, Water Service Application, Snow Contract)
- 7- Use Gmail to archive board work going forward, folders = "labels" have been set up
- 8- Change POC of all vendors to Gmail/Google phone, Stephan will give list to Steve
- 9- Website Privacy. Looking into Public vs Private partition. Code 3 will give cost estimate once they know what we want private: Minutes, Financials?

Board Action

The Board discussed which documents would be accessible on the Google Drive, and which documents should be available to whom.

The Board established the following document access levels:

- Private (HOA members)
Minutes, Financials, Water Tests
- Public (available to anyone)
Bylaws, CCR, Building Approval, Contractor Responsibilities

- Board Members (released on Board approval)
Vendors, HOA Master Owners List

Motion: Steve

Second: Richard

Vote: Unanimous

Treasurer's Report: no change in account signers

Balances:	Checking	\$73,025
	Reserve Fund	\$246,199

CD maturities – split so the CD's mature on alternate months

Delinquent dues

Water Report:

Average water use per day:

March	2738 gal/day
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April	2686
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May	3728
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June	No measurement available at time of meeting
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Well Head Shed construction: Dennis/Andrew/Stephan design, Andrew/Stephan stage materials, Andrew framing crew availability, volunteers finish construction

Board Action

Stephan and Andrew, with assistance from Dennis Erickson, will finalize design, and create materials list. They will also come up with list of donated materials. Once this is complete, we will set a date to start construction and notify potential volunteers.

Motion: Greg

Second: Richard

Vote: Unanimous

Remote monitoring: Catron System – Delta Operations bid December 2023:

\$13,420. Delta uses it to monitor Summit HOA and multiple others. Real time, on line, can set alarms, etc. Cost: approx. \$50/month ongoing.

Board Action

Stephan to request an updated bid, and Board to make decision on this item at October meeting.

Road Report: (155,000 sq ft)

Snow Removal: request bid for 2025/2026 season to be sent to Steve and Shayne Propst.

Historical cost:

2020	30,000
2021	30,000
2022	34,500
2023	37,000
2024	37,000

Board recognized that we have limited options for snow removal, and we are fortunate to have a vendor who has equipment and personnel on the mountain.

The Board also discussed a safety issue with homeowners pushing snow from their property into the roadways. It will freeze and when snow removal equipment hits the frozen berms it can damage the equipment and poses a safety issue with potential for operators losing control of equipment.

Road Crack Sealing and Coating: Greg has been so instrumental in getting bids:

Sierra Santa Fe (\$123,339)

Mobilization and Materials freight	12,200
Crack seal	21,600
Mastic Fill	16,500
Onyx coating: 2 layers	73,000

Contact info:

360-887-2222

Info@sierrasantafe.com

Located in Ridgefield, Washington

Colyer Asphalt (\$123,339)

Crack Seal	11,250
A-100 coating (1 layer)	<u>28,500</u>
	\$39,750

Crack Seal + 2 layers coating \$70,250

*Sealing may be needed every 3-5 years, possible 10-15K/yr average ongoing road expense

Per Mitch Colyer: crack seal essential for road integrity, road coating is “purely COSMETIC”, better surface layer would be chip seal (\$ /sf)

Additional Bid for adding asphalt to 5 radiuses, especially at mailboxes: Greg and Stephan measured on June 19: **830 SF**

\$5,500 if already here with equipment
\$7,500 if mobilizing just for us

Contact Information:
Mitch Colyer 541-203-4770

Central Oregon Asphalt – Greg getting updated quote

Contact Information
Micah Williams
541-420-8608
Cell: 541-413-0420
centraloregonasphalt@gmail.com

Blacktop Northwest

Contact Information
Frank
503-893-8758
Cell: 503-679-6119

Board Action

The Board discussed the best options for maintaining the roads at this time. The Board agreed that the maintenance issue that needs to be addressed this season is crack sealing the existing asphalt, as it is the most cost effective course of action at this time.

Greg will get updated prices and comparisons for services from Colyer and Central Oregon Asphalt, as those two companies provided best information and we closest.

The Board decided to wait until next year to pursue asphaltting the additional radius on corners, as the closest active asphalt plant this year is in Redmond, meaning costs are higher. If we wait until next year the company may have other jobs lined up in the area, which would reduce our costs.

Once the Board gets updated costs for the same services, we will move forward with crack sealing this year, as we have funds available for this work.

The HOA will continue to place monies in the road reserve fund, as we will likely have to add an additional lift of asphalt to our roads within 3-5 years.

Motion: Stephan

Second: Steve

Vote: Unanimous

New Business:

Neighborhood collaboration: Stephan to get 4 Board Presidents on the mountain to have combined meeting

Summit HOA

President: Tammy Gustin

503-816-0133

tammygustin@gmail.com

web: www.diamondsummit.org

Diamond Peaks HOA

President: Mark Allen

541-525-0468

diamondpeakshoa@gmail.com

web: www.diamondpeakshoa.org

Emerald Meadows – 1355 HOA

President: Chuck Baker

541-640-2419

cbak19269@gmail.com

web: www.emeraldmeadows.org

Diamond Meadows – 1384 HOA

President: Tami Minnick

541-936-4571

M4full@comcast.net

web: www.dm1384.com

HOA Documents

The Board discussed getting all of our documents into a Google Drive. This would allow the HOA to provide access to the appropriate people, and keep all of our documents up to date. It will take some time and expertise to convert, load, and establish access to the documents, and provide a link for our website.

The Board discussed options, and decided the best course of action is to contract with a qualified person/organization to make the conversion. The Board did identify a

potential resource for this effort – Datum Impact LLC. After discussion the Board moved to authorize up to \$1500 for this conversion an upload.

Motion: Greg

Second: Andrew

Vote: Unanimous

HOA Website

The Board discussed taking the hosting of the DPHOA website in house rather than through a contract. The advantages include we have board control of all content, we have protection of our information by compartmentalizing the website along with each document having access restricted to only the emails attached to who can view it, etc. This would allow us to terminate our contract with people maintaining our web presence:

- a- Code 3, webmaster: \$663/year

- b- A2 Webhosting: \$168/year

The Board did not take any action at this meeting, but will be looking into this option. It will be a topic at the October Board meeting.

Meeting Adjourned: 17:55

Next Quarterly Meetings: October 2025 – exact date to be determined