

**A&A COMMITTEE**  
**Road Maintenance Meeting**  
**Minutes**  
**Mission Hills Condos & Mission Hills Estates**

April 29, 2024

Prescott Public Library – Bump Room

Meeting was called to order at 3:10 p.m.

In Attendance:

Bruce Klein – Mission Hills Secretary

Steve Borge – Mission Hills Interim President

Kimberly Stiller – Mission Hills Estates Secretary/Treasurer

John Shirley – Mission Hills Estates President

Ethan Wolfinger – Mission Hills Vice President

- 1) The shared or the common road area used from the Mission Hills Estates Mailboxes to the beginning of Pulliam Road road is 998 feet. The condos did pull the original plat and then verified the distance with a surveyor tape.
- 2) The company the Condo Association contracted for work done in 2023 is Seal West. Discussion of the Invoice for \$19,000.00 was broken down as follows:
  - a) Crack Seal      \$12,500
  - b) Concrete      \$ 3,000 --NOT MHPOA
  - c) DG/Shoulder \$ 3,500 --NOT MHPOA
- 3) Both parties outlined the ratios again presented in the 1989 Access & Arbitration Agreement and have agreed to keep the ratios the same.
  - a) Mission Hills Condos are 36 units, Mission Hills Estates are 27 properties. Mission Hills Condos Ratio to be:  $36/63 = 57\%$  of the cost, when work is done on Mission Way.
  - b) Mission Hills Estates Ratio to be:  $27/63 = 43\%$  of cost on Mission Way (ingress and egress) and to include shoulder work done on common roads.
  - c) All Mission Hills Condo Roads measure 1,809 feet. The shared road of 998 feet is 55% of the total Mission Hills Condo Roads.
  - d) Taking the \$12,000 by 55% equals \$6,875 which is the total cost of the crack seal on the shared road.
  - e) Mission Hills Property Owners owe \$2,956.00 which is .43 of the \$6,875 for their portion of the expense of the shared road. We agreed to cut them a check in that new amount. They urged us to wait until they added the additional snow plowing amount.

- 4) Both parties agreed to get quotes and potentially rehire Turco for future road work after the two (2) year warranty expires with Seal West.
- 5) The Mission Hills Condo Board Members also stated that there was an additional balance owed for snow plowing on the shared or common road. They would provide the total per the ratio. As previously discussed, snow removal costs were discussed amongst the members present and it was decided that Mission Hills Estates would split the costs for snow removal on the common road only (Mission Way).
  - a) We all agreed that Cutting Edge would bill each subdivision separately for their share of the plowing.
  - b) Both parties agreed that the plow could be called each time the area received 3" of snow or more with a clear understanding by Cutting Edge that if the plow was delayed and the snow had melted, Cutting Edge would not plow.
  - c) Approval from Mission Hills Estates is not required before sending the plow if there is more than 3 inches of snow.

#### **ACTION ITEM:**

All parties present agree that a(n) codicil/ addendum should be written to the Arbitration Agreement to define more clearly how road expenses will be split.

- The Mission Hills Condo Board Members along with the Bear Creek Representatives agree and a codicil/addendum will be written by Mission Hills Estates.
- This codicil/addendum will be presented to Mission Hills Condos for approval and/or modification.
- Once the codicil/addendum is approved, both parties will sign and the codicil/addendum will be recorded with the Yavapai Counties Office of the Recorder.
- An additional ratio will be established to determine how much Mission Way constitutes the percentage of all Mission Hills Condo roads.

The meeting was adjourned at 4:10 p.m.

NOTE: Upon receiving the ration of snow plow expenses, a check for the amount was issued by the Mission Hills Property Owners Association for \$3,619.00 to Mission Hills Condo Association and the matter was settled.