

**Cliff Rose HOA Board of Directors Meeting Minutes
April 16, 2020
Meeting held via Zoom conference call**

Board Members Present: Catherine Craig, Robert Sledge, Marty Zwilling, Libby Zwilling
Board Member Absent: Olivia Lee
HOAMCO Manager: Ashley Beumer
Invited Guest: Peggy Walker – the newest member of the Cliff Rose Board

Catherine called the meeting to order at 2:05 p.m.

Vote on New Board Member: Peggy Walker volunteered to be on the Cliff Rose Board of Directors. The Board voted unanimously to accept Peggy as our new Board member. Peggy will assume the duties of Communications Director. Welcome to the Board, Peggy.

March 19, 2020 Minutes: Robert made a motion to approve the March minutes and Marty seconded. The minutes were approved.

Management Report: Ashley reported that it was a fairly quiet month for Cliff Rose. She handled a few phone calls from residents.

A potential buyer called about roofing materials he could use. Ashley provided him with the Cliff Rose guidelines.

A resident called Ashley to advise of a potential COVID 19 issue for her. As a nurse, she could be called into service. Her husband has health issues and her mother also lives with them. If she is called into service, she does not want her family to be subjected to the virus should she be infected. She asked if she would be allowed to park her RV on the street in front of her home if the situation warranted it. She was advised that Cliff Rose would agree to this but that the City has their own code and she must check with them.

Several residents on Putnam Place that back up to Bloominghills Drive had complained about the split rail fence on that road being broken in several places. These homeowners were told that this fence belongs to the Prescott Lakes HOA; Cliff Rose has no say in what they do with it, no authority to touch the fence, therefore, would not be fixing the fence. The homeowners were directed to contact Prescott Lakes HOA personally. The result was that Prescott Lakes HOA has fixed the fence this time but would not commit to any future repairs.

Treasurer's Report: Marty started his report with the observation that the last month was a slow one financially, which is good. Income is still trickling in from annual dues, RV Lot contracts, and penalties, totaling \$1,589.44 for the month. Expenses of \$1,835.18 slightly exceeded income, due to State and Federal income tax payments and tax filing fees of \$480.00.

The reserve fund now totals \$54,705.54, when combined with the Operating Account balance of \$29,109.99, gives us a healthy cash position of \$83,820.53.

Robert motioned to approve the Treasurer's report and Catherine seconded.

ARC Report: Olivia mailed in her report. The ARC received six requests; five were approved – fence repairs; roof repairs; solar installation; fence construction and a new retaining wall and landscaping. One request for patio removal and stand-alone decking is still pending.

Social Report: Libby advised that she delivered three welcome baskets to new Cliff Rose residents. She has also taken on the task of getting the Cliff Rose resident list as current as possible. She has been working with Ashley from HOAMCO to compare lists. Libby has made a dozen or more calls thus far to residents to try and obtain their current information. Libby noted that there are 10 rentals on Ashley's list of rental properties, but there are no renter names attached as required by our Rules & Regs. Libby asked if Ashley could call the homeowners' of these properties and get the needed information.

Maintenance Report: Robert discussed the lighting issue at the RV Lot. There are four motion sensor lights in the lot. None were working. Marty looked into this issue; he had to remove one of the lights and take it apart to see what the problem was.

The problem was a dead battery. He purchased a new battery; replaced it and, after it charged, the light went on when he went to within 15 or so feet of it. The batteries have a life span of less than three years. Marty said that the other three lights were also dead but he believes it would serve no purpose to replace the batteries.

These lights are on high posts and would not provide the necessary lighting to help people park their RV's at night. Discussion ensued about having lights in the lot at all because lights going on and off could disturb nearby residents. It was decided that the batteries for the other three lights would not be replaced.

Ruts were created in the dirt access road by Arrow Fire Mitigation while working on CR140. Arrow did return to correct the problem. They advised that, because that area is so wet, they fixed what they could. The Board will check into this.

The City is going to be fixing a water main on Marvin Gardens and Oriental Drive. They told Catherine they would send updates to her every week. The work will begin immediately and is expected to continue through September. Updates will be posted on the website.

Robert advised that there is a home on Boardwalk near the drainage culvert. The residents had a pipe that had broken and water from that was draining into the culvert causing some erosion. The Compliance officer for HOAMCO notified the residents who fixed their pipe immediately. The issue now is that the existing erosion still remains. Robert will talk to the residents and get this matter resolved.

Lighting Issues: Robert and Marty are working together on lighting compliance. Up to now, there hasn't been a good way to measure the lights that are too bright. The HOA has recently purchased a light meter to measure the brightness of the lights. We discussed whether or not to change the Rules and Regulations on the lighting issue since the Rules & Regs specify Lumens, but light meters only report Lux or Foot-Candles. A mathematical calculation is necessary to convert to Lumens.

We would like to have residents use no more than a 25-watt bulb max for their outside lights or have a frosted lighting fixture. If a resident has an issue with their neighbor's outside lights being too bright, we will use the meter to measure the lights for compliance with the current 300 lumen R&R guideline. If the lights do not comply, the homeowner will be sent a courtesy notice. To date, three notices have been sent out.

Compliance Report: There are currently 12 open violations. They are a mixture of issues. Of the 12, seven are first violations notices; five are second notices; one is still being monitored because the resident is out of town.

Communications: Before taking over the communications role, Peggy asked what exactly is involved in communications. After the conversation, she is confident in taking over this role.

Website: Marty continues to update the site; everything is working just fine. Marty has heard from some residents about what they might like to see on the site. The RV lot contract is now available for review and download online.

Quail Trail: Articles were sent in to Charlotte Anthony for the next Quail Trail, with a plan to publish around the first of May.

RV Lot: There are 15 spaces vacant and 25 spaces occupied. Pest control for the RV lot was discussed.

At a recent meeting a resident brought up the issue of why the HOA is paying for the Pest Control service at the lot to help keep the rats away. Because the RV lot is Common Area, the expense is permissible for the HOA; but is the expense necessary or justifiable?

The cost of the pest control is \$85 a month.

Catherine reached out to the RV lot owners and asked their opinion on the pest control. Only a few people responded. One owner said he is against poison being used. Another owner said that, in 2019 he captured 19 pack rats and 16 mice, one year into our pest control initiative – leading us to believe that the pest control does not work. We looked at other RV storage providers and found that two out of five provide some sort of pest control.

After lengthy discussion, the Board voted to end the pest control service, and recommend individual use of flashing electronic devices like Predator-Guard, Rid-a-Rat, and other similar but safer deterrents.

Old Business: Firewise:

Linda Jones put together a committee to work on this important issue. However, due to COVID 19, the committee has suspended further meetings. They will resume in the future when it is determined to be safe to do so.

The next Cliff Rose Board meeting will be held on May 18, 2020 at 2:00 p.m. Because of the Coronavirus, the location is to be determined (teleconference or HOAMCO). Please check our website (cliffrosehoa.org) for information on this next meeting as the time gets closer.

There being no further business, the meeting was adjourned at 3:04 p.m.

Submitted by Libby Zwilling, Secretary