

**Cliff Rose HOA Board of Directors Meeting Minutes  
August 20, 2020  
Meeting held via Zoom conference call**

**Board Members Present:**

**Catherine Craig, Robert Sledge, Marty Zwilling, Peggy Walker, Olivia Lee, Libby Zwilling**

**HOAMCO Manager Present:**

**Ashley Beumer**

**Residents Present:**

**William Colwell**

**Call to Order:** The meeting was called to order at 2:01 p.m. by President, Catherine Craig.

**Guest Speaker: Mr. William Colwell**

Mr. Colwell said he was interested in becoming a board member and wanted to share his vision with the Board. Bill has resided in Cliff Rose since 2011. Several Board members asked Bill questions and Bill responded and has also provided the Board with his bio. Peggy also has a neighbor that may be interested in serving on the board. She will follow up with him.

**July 16, 2020 Minutes:** Peggy made a motion to approve the July 16, 2020 minutes and Marty seconded. The minutes were approved.

**HOAMCO Management Report:** Ashley submitted her report on the previous month's activities. She had received four RV lot calls with questions and met one resident at the lot; four realtors called with various questions (rentals, fees, etc.) She received multiple questions from homeowners with questions on violation letters they received and questions about having work done on their home (Ashley referred those residents to the website which will tell them how to fill out their request(s) on line.) Several residents called to notify Ashley of violations (weeds, garbage cans, dog owners not picking up their dogs 'gifts'), flagpole installation, etc.

Ashley received a call from a resident on Boardwalk. The owner has a wash on his property that had eroded. The owner has cleaned up most of this area by bring in rocks to shore it up. However, there is still more to be done on the vertical portion of this eroded area. Ashley will be back in touch with the homeowner.

Catherine reported on a property on Marvin Gardens that has been dug up for about a year. In March, the owner advised Ashley that he is in a lawsuit with the City and his attorneys told him to leave his property "as is" for evidence." At issue is the fact that the next court date is March 2021 – which does not guarantee a resolution. We would like to have the property returned to a "maintained" state for the good of the neighborhood but are sympathetic to the owner's situation. We think we should have a conversation with the owners to discuss a timeline (if possible given the situation) or solutions for all.

The RV lot has 14 lots available and 26 lots filled.

Ashley has also been looking into a situation at the RV lot. Someone has had their trailer parked there for a long time yet we can find no contract with the HOA. After having the lawyer trace the license plate, we got a name and address. We instructed our attorney to send a letter to this individual demanding his trailer be removed. We are not sure how this individual got the gate code to access the lot. According to our lawyer we cannot put a boot on the trailer. Some members expressed frustration with the lack of legal options, lack of a contract and continued use of our RV lot. We discussed "abandonment", "trespassing" and "storage fees" laws. the person storing this trailer.

**Treasurer's Report:** Marty gave his report. Income from annual dues, RV Lot contracts and penalties totaled \$1573.80 for the month. Expenses for the month were \$4853.39. Individual expenses of note included \$754.45 for legal fees, and monthly HOAMCO charges of \$720.00. The reserve fund is holding at \$54,756.40. When combined with the Operating Account balance of \$16,533.71, this gives us a current cash position of \$72,269.86.

Marty noted that we are still spending a lot of money on attorneys. He has suggested that, before we consult, all Board members should give approval since each call is at least \$200. Peggy advised that we could do a lot of our own research before getting advice from a private attorney. After discussion on this, Catherine agreed to discuss the pending issue with two other Board members of her choice, but, in the end, she said she will not be bound by the other board member's decisions.

Catherine asked Marty about the Cliff Rose Post Office box. Marty said that, we have effectively changed all references to the old PO Box and since we receive very few letters at that box now, we will close it out and use the HOAMCO Post Office box. The address for residents to mail the Board anything is now

**Cliff Rose HOA, P.O. Box 10000, Prescott, AZ 86304.**

Robert motioned to approve the Treasurer's report and Libby seconded. The Treasurer's report was approved.

**Architectural Review Committee Report:** Olivia reported on the past month's requests. Five requests were approved, including turf installation in a back yard, installation of a flagstone patio and retaining wall, erecting a flagpole, repainting a home and backyard pavers. One request is still in process.

Miscellaneous items included a home on Boardwalk which will not be completed within a year of breaking ground (per our R&Rs), roof tile repairs on one home is still in progress and a resident installed an antenna without prior approval. They will be sent a letter asking that they go through ARC for approval.

Regarding the new home on State Street, the ARC has received no information to approve exterior choices by the owner.

**Social Report:** Libby reported that she delivered a welcome basket to new Cliff Rose residents. Welcome to our new neighbors, Sandra Hasson and her family. In the 2-1/2 years since Libby began delivering the welcome baskets, she has delivered 75 baskets to new residents.

Libby sent about 35 requests to homeowners who are renting their homes asking them to forward their renter's information. Most of the homeowners responded but some are refusing to provide the information. According to our Rules & Regulations an owner must provide this information or can be fined as a violation of our Rules.

Since this year, we are planning on sending out our Annual Meeting notice by email to everyone who has an email, Libby made about 200 phone calls to residents in order to obtain their emails. She had great success. Those residents who do not have an email and those that we cannot reach, will still get their notice through the Post Office. If you received a call but did not return it, please call Libby at 480-789-9877 to give her your email.

**Garage Sale:** Libby placed an article in the last Quail Trail with information on the garage sale; she has also put a notice on the Next-Door Site. She will be putting flyers in the boxes next to our post boxes to remind residents. The dates for the sale are Friday and Saturday, September 11 and 12.

Catherine said that she will be setting up a "test" webinar with Marty to be sure the annual meeting goes smoothly.

**Maintenance Report:** Robert advised that Rodney is still on track with his schedule. With regard to CR407 (between the homes on St. Charles and Blooming Hills) Robert would like to wait until next month to clean up that area. The Marvin Gardens street project is progressing and is almost done. The area between the intersection of Marvin Gardens & Boardwalk and Rosser is currently being worked on.

Catherine put up three "no trespassing" signs up in the neighborhood (at the entrance to the RV Lot, the asphalt road on Rycosa and the pocket park on Ventnor Circle.

**Compliance Report:** Robert reported that almost all lighting violations have been closed out. There are eight open violations ( garbage cans and weeds). Robert questioned Ashley about two violations that he thought were closed in error. One was a home on Reading that has many weeds and overgrown bushes The other was a home on Rosser which we think represents a fire hazard to that house and their neighbors (wooden fence). The owner had agreed in February to clear his yard.

The owner of a driveway in need of repair asked for additional time due to other issues. We agreed that they should be granted more time and we would wait until January to re-contact the owner regarding the driveway issue.

**Communications Report:** Peggy continues to post Cliff Rose minutes and Board HOA meeting notices on the Nextdoor Site.

**Web Site Report:** Marty continues to keep the web site updated.

**Quail Trail:** The deadline for submitting article to Charlotte Anthony for the next Quail Trail is October 15.

**Firewise Update:** No update.

The next Cliff Rose Board meeting will be held on September 17, 2020 at 2:00 p.m. The meeting will be held via ZOOM conference call.

There being no further business, the meeting was adjourned at 3:12 p.m.

Submitted by Libby Zwilling, Secretary