

Cliff Rose HOA Board of Directors Meeting Minutes

September 16, 2021

The meeting was held at HOAMCO

Board Members Present: Peggy Walker, Marty Zwilling, Libby Zwilling, Bill Colwell, Chris Lewis, Catherine Craig

Board Members Absent: Olivia Lee

HOAMCO Manager Present: Ashley Beumer

Residents Present: Chris Colwell

Call to Order: The meeting was called to order at 1:32 p.m. by President, Peggy Walker. A Board packet was delivered to all Board members in advance of the meeting.

Approval of August 19, 2021 Regular and Executive Board Minutes: Catherine motioned to approve both the Executive and Regular minutes and Chris seconded.

HOAMCO Management Report: Ashley's report included approximately 25 calls and emails from residents and realtors. These included matters relating to ARC questions, formal complaint question, a rental home, weeds, landscaping of the CR140 area, RV lot inquiries, pet owners not cleaning up after their dog, home painting, street parking on Ventnor Circle and improper violation notices. She received three calls from realtors.

One homeowner asked Ashley if he could have an area built for his oversized vehicle. This will be referred to the ARC.

Ashley sent a homeowner a letter to fix the erosion problem on his lot; he responded that he is already contracting for improvements. The utility road (area CR254) has caused a big issue for some homeowners' lots. This area will need much fixing. The Board asked Ashley to find a Civil Engineer to get their opinion on how best to fix this area. To date, no one is available and some did not return her calls. This issue is on-going.

The RV lot has 10 spots vacant and 30 spots occupied.

Treasurer's Report: Marty gave his monthly report, with the finals for August: income of \$105.67 and expenses of \$6631.27. Expenses of note included the HOAMCO fees this month of \$615.75, postage and printing for recent mailings of \$1,008.64, ice cream social expenses of \$394.50, and anticipated landscape expenses of \$4,525.00.

The reserve fund now totals \$55,657.15. When combined with the Operating Account ending balance of \$13,733.66, this gives us a current still on budget cash position of \$70,494.64.

Catherine approved the report and Chris seconded.

Architectural Review Committee Report: The Board did not receive a report.

Social Report: Chris reported that approximately 17 to 20 residents participated in the sale. It was considered a success. Chris contacted the one new homeowner via email and will follow up when home is ready to be occupied. There were no welcome baskets delivered this month.

Maintenance Report: Bill discussed the matter of a homeowner on Raindagger who has advised the Board that there are properties completely surrounding hers that has not been cleaned up since she moved to Cliff Rose. After hearing from the homeowner, two Board members met with her and walked the property. The area of concern is not owned by Cliff Rose. Some of this land is owned by the developer, Don Savage Builder Company and part is an undeveloped section of Bloominghills Road. Bill advised that the weeds are about six feet tall at this point. Multiple owners on States Street and Raindagger have expressed concern regarding this unkempt property. We will have to ask the developer, Terry Savage, to get all this land

cleaned up. Bill plans to coordinate a meeting with the developer and the homeowners and have a "neighborly" meeting.

Bill also noted that part of the driveway and parking area in front of the Prescott Adult Center from the street is Cliff Rose common area. The board is concerned that if someone gets hurt on this land, we would be responsible. We discussed leasing the common area in the front to the City and, in turn, the City would allow us to have free use of the meeting room for our Annual meetings. Leasing the property would protect the HOA from responsibility in the event of accident or injury. Bill will look into this further.

Cliff Rose also owns land on Bloominghills Drive (CR 406). Prescott Lakes owns a part of that area as well. Bill requested that Ashley contact the Prescott Lakes HOA and have them do their landscaping at the same time that Cliff Rose does our landscaping on this property.

Bill advised that Rodney is following a schedule, but there is so much land to cover and the weeds are out of control because of the monsoons. An additional challenge for maintaining common areas are the steep slopes and challenging topography. We are looking into options of hiring companies that specialize in clearing and maintaining natural areas. So far, no one is interested because our topography is too difficult.

Bill is proposing that we set up an annual maintenance schedule that includes CR 406 and other common areas that require weeding and cutting, including the service road. We have no service agreement with our landscaper to do regular maintenance on all of our common areas. Creating an annual schedule would allow us to ask for bids for our landscaping to more landscape companies. One option we discussed was asking Terry Savage if he would be interested in contracting with us to do maintenance.

Bill expressed concern that the service road between Ventnor and Boardwalk has been neglected and is in need of repair. The Board agrees that repairing the road is a high priority. Ashley is looking for an engineer and we are considering several options.

Peggy asked Bill to come up with a Master Plan for this issue--what our expectations are for every area.

Regarding our maintenance budget, Marty states that we have \$10,000 in the proposed budget for landscaping, and \$10,000 for fire mitigation which should cover some erosion control, but this project could go well beyond the budget.

Communications: Peggy said that the website and the newsletter will now function under the direction of Communications. The Board motioned to approve this.

Peggy will be providing articles for the Quail Trail regarding the importance of civic responsibility at the community level, the three responsibilities of the HOA (fiduciary, compliance and governance) and the role of HOAMCO. Also, what each Board member will be doing and what their responsibilities will be. The responsibilities will be decided at the October meeting.

Peggy discussed the Code of Conduct document which we talked about at the previous Board meeting. Catherine motioned to accept the Cliff Rose Board of Directors Code of Conduct and Marty seconded. All Board members present signed the document. The Board also discussed the Code of Conduct for all homeowners who attend general meetings and the Annual Meeting. Marty will post both on the Website.

Web Site Report: Marty reported that he has updated the website with all recent news and minutes. He has added some new pictures. Marty changes the 'Banner' on the website regularly.

There being no further business, the meeting was adjourned at 2:04 p.m.

The next Cliff Rose Board meeting will be held on October 21, 2021, at 2:30 p.m. The meeting will be held at the HOAMCO conference room, 3205 Lakeside Village, Prescott.

Submitted by Libby Zwilling, Secretary