

**Cliff Rose HOA Board of Directors Meeting Minutes
September 17, 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:

Robert & Kathy Ballard Townsend; Rolando Carreras

Call to Order: The meeting was called to order at 2:03 p.m. by President, Catherine Craig.

Guest Speaker: Robert Townsend. Mr. Townsend discussed the state of his property and what his plans were going forward. Catherine wants to set up a process to follow. We need from Mr. Townsend dates and results from his future arbitration meeting with the City. Mr. Townsend will send emails to both HOAMCO and the Board as to his progress. The lot, in the meantime, will be kept in proper order. The HOA has no liability if someone trips/falls, etc. on the lot.

****Mr. Carreras discussed the condition of the wash beside his home. He is concerned about the flood of letters he has been receiving from HOAMCO regarding his lot. See Maintenance Report below.**

August 20, 2020 Minutes: Peggy made a motion to approve the August 20, 2020 minutes and Marty seconded. The minutes were approved.

HOAMCO Management Report: Ashley reported to the Board about a new policy she has implemented. Effective immediately, if an email or letter is sent to a specific Board member about a matter that Board member has brought about, all Board members will be copied on such emails/letters. This will allow for all Board members to be aware of what is happening in Cliff Rose. All the Board members were in favor of this and feel it is an important step in being an informed Board member.

Ashley has sent out several reminders to our residents of the upcoming annual meeting being held ZOOM-style on September 19, 2020. Catherine stated that she has received several questions from residents that they would like addressed at the meeting. Marty has posted the annual meeting information on the website.

Ashley submitted her report on the previous month's activities.

She had received approximately 14 phone calls from residents regarding emails, annual garage sale, RV lot questions, having repair work done, requests for statements, etc. and a few calls from realtors requesting information.

She had also received multiple emails from residents regarding exterior lighting violation, a violations that had been received violations (no info), antenna violation letter, and parking violations. One homeowner emailed Ashley with a threatening letter to the Board, another called re her landscaping violation letter. Ashley made arrangements with a landscaping company to take care of her landscaping issues.

***Ashley had contacted our landscaper, Rodney, to get a quote on clearing some land at the end of Short Line Lane. The Board agrees that Rodney should clear the area.**

Ashley sent a letter to a homeowner who has a spot in the RV lot but had no contract with us. Ashley has sent a contract for their signature. To date, the owner has not returned the contract nor the fees for the lot. Catherine will be contacting him immediately to hand over the check.

The RV lot has 13 lots available and 27 lots filled.

Treasurer's Report: Marty gave his monthly report, which he indicted was a low activity month. Income totaled only \$190.67 for the month, and expenses for the month were \$1027.90.

Individual expenses of note included \$240 for legal fees, and monthly HOAMCO charges of \$682.75. The reserve fund is holding at \$54,756.40. When combined with the Operating Account balance of \$15,697.38, this gives us a current cash position of \$71,433.53.

Marty also presented his detailed analysis of the financial totals for the last 12 months, and a proposed budget for the next 12 months. His summary charts, to be presented at the Annual Meeting, show a Sept 1, 2019 to Sept 1, 2020 total income of \$48,985.02, with expenses of \$67,018.43, for a net loss of \$18,033.41.

The budget for this same period actually predicted a loss of over \$30,000, due to anticipated Fire Mitigation expenses. Actual fire mitigation expenses were \$16,100, but we incurred another large bill, \$16,267.25 for repairs to the RV Lot Rycosa access road. We did save money in other areas, so the loss was less than anticipated, and we did not dip into the reserves yet, as anticipated.

In Marty's budget proposal for the next 12 months, he projects income up slightly to \$49,393.00, and expenses down to \$55,860, for a smaller period loss of \$6467. This is primarily due to continued focus on fire mitigation in other common areas. We will have to dip into reserves, but we are still within legal requirements, and will likely not have to raise dues in 2021 or do a special assessment.

After some discussion by all, Olivia motioned to approve the Treasurer's report and Peggy seconded. The Treasurer's report was approved, and a summary level of the results will be presented at the Annual Meeting.

Architectural Review Committee Report: Olivia reported on the past month's requests. Nine requests were submitted to the ARC and seven have been approved. One is still pending. Those approved include installing a chain link fence, repainting their home, planting and removing plants/trees, roof repair and adding block fencing around a garbage can enclosure.

Olivia discussed the request from one homeowner about their antenna being too high. Robert advised that antenna heights are in our Rules and Regs, but we cannot restrict TV antennas like we can hobby antennas. The FCC has the "right-of-way" for TV antenna placement. If the ARC receives a requested to put up an antenna, the ARC can request that the individual locate the antenna according to the R&R's. But, if the optimal placement happens to be a certain way, the ARC must agree.

Social Report: Libby reported that she delivered a welcome basket to new Cliff Rose residents. Welcome to our new neighbors, John & Lorna Filkey of Boardwalk and Dale Gustafson & Annah Shaver of Ventnor Circle. To date, 77 welcome baskets have been delivered.

2020 Annual Garage Sale: This year's event had 15 residents who participated in the garage sale; there were three residents who did it on their own. While an ad was placed in the Courier, their system went down and no ad was listed. However, we had a successful sale because the ad was placed on line and we had several large signs on display all over the neighborhood.

Libby is still trying to collect emails and phone numbers from several residents in order to have an up-to-date directory. There are several residents who initially had a LAN line (home phone) which has now been disconnected. If you have disconnected your home phone line, please contact Libby at libbyzw@cableone.net to update the list.

Maintenance Report: Robert advised that Rodney has a very aggressive schedule. Robert discussed the CR140 area which was cleared last year. The area is again growing. There was a lot of discussion on when to do this area again.

Catherine said that, due to the work being done on Marvin Gardens, several ditch areas are now clogged with dirt and mud. The City will clean these areas within the next two weeks. Peggy added that the City crews laid blacktop across the driveways of the residents' and this is creating a tar mess. The Board should request that the City take care of this problem when they are done.

*Catherine discussed the area on Short Line. The resident's property line goes right along the common area. This area will be cleaned up by Rodney per Ashley's report above.

****Catherine spoke on the hillside between Ventnor Circle and Boardwalk. The area next to a homeowner's lot, which is part of his property, had seriously eroded. The owner has added several tons of rocks to fill in this area, but the top of the hillside is still undone. After a lengthy discussion, the Board has given the owner until next April/May to complete this work. Ashley will have Rodney putt down one or two waddles (rolled up haybales) to help stop the erosion.**

Catherine discussed the maintenance needed in the RV lot. There are bushes growing that are scratching the back of the RVs. Rodney has bid \$400 to do this job. Ashley will get an updated proposal from Arrow Landscaping on doing area CR294 as well as the RV lot. We agreed to hold off on this area until next Spring and include it in the Spring landscaping schedule.

A resident on Marvin Gardens had requested that we look into the area in CR140 behind her home. She said that there was a large pack-rat nest and she wanted it removed. This area is a natural habitat and vegetation area and is home to much wildlife. Removing this one next would only have the pack-rats looking to build another home. If we were to eliminate this next, other residents would request us to do the same. There have been numerous attempts to eliminate rats in the area and nothing works. We can't fight Mother Nature. The Board agreed that nothing should be done in this area.

Compliance Report: Robert reported that there are 13 open violations within the 21-day notice. There is one resident who has been sent a second notice. Most of the violations concern weeds and garbage cans being left out. Seven issues are on the "monitor" status.

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.

The next Cliff Rose Board meeting will be held on October 15, 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 3:31 p.m.

Submitted by Libby Zwilling, Secretary