



Annual Meeting Minutes

October 5, 2024

1. Call to Order

- The meeting was called to order by Donna at 6:34 PM. Board members present included President Donna Whitmore, Treasurer David Clark, and Maintenance Chair Rob Yellam.

2. Proof of Quorum

- A quorum was met with 86 valid ballots received. 65 valid ballots were needed for quorum.

3. Introduction

- Donna thanked members for attending and noted that year to date there have been 21 property sales.

4. Introduction of New Members

- Donna introduced Jody Clark, who was a new member to the Board of Directors.

5. President's Report (Donna)

- Donna encouraged members to participate in social events like the ice cream social, holiday lights and hot chocolate social, community yard sale, and food drives.
- She thanked Sharon Kennedy for organizing the food drives and Ashley Hust for designing the new community logo.
- Donna reminded everyone to utilize the website for meeting minutes, rules, regulations, and other resources. She clarified that the HOAMCO site is used for payment processing while CliffRoseHOA.org houses documents like CC&Rs and ARC forms.
- ARC processes now involve HOAMCO to ensure consistent plan reviews. Projects can take up to 30 days for approval. ARC fees cover re-inspection costs and professional reviews.
- Donna explained that the decision to move to HOAMCO ARC was based on the committee's lack of expertise regarding plans and drainage assessments. She acknowledged concerns about turnover in the ARC committee but couldn't comment on personal reasons for members stepping down from volunteer positions.
- Fire maintenance efforts were discussed as a way to possibly mitigate rising insurance rates.



Annual Meeting Minutes

October 5, 2024

- Several members brought up concerns about landscape and drainage maintenance. Donna and Rob committed to looking into specific areas that need attention.

6. Treasurer's Report (Dave)

- Dave reported on the budget, noting increased spending this year on landscaping and fire mitigation projects.
- He mentioned that it's been challenging to maintain landscaping on a regular schedule due to contractor availability.
- Financially, the association holds \$41,000 in operating cash for common area maintenance, with an additional \$62,000 in reserve funds, totaling \$102,000. Some outstanding fines and assessments are still expected.
- Dave thanked Donna for her work and addressed questions regarding fines, which are mainly related to weed control violations.

7. Committee Reports (Rob)

- Rob introduced himself and discussed the maintenance work done this year, including clearing ravines, the RV lot, and property lines.
- Maintenance has been a larger task than anticipated, but progress is being made, with a focus on fire mitigation.
- Rob noted that the Board needs support from the community on projects.

8. Management Report (Lynessa, HOAMCO)

- Lynessa highlighted the ways to contact HOAMCO via email, phone, or the website.
- She encouraged members to reach out for help with landscaping
- Owners raised concerns about tree roots damaging water pipes, and the Board discussed further follow-up.

9. Firewise Presentation (Conrad Jackson, Prescott Fire Department)

- Conrad introduced himself as the city's wildfire risk manager and discussed the Firewise program.



Annual Meeting Minutes

October 5, 2024

- He emphasized the importance of creating defensible space around homes to reduce fire risks. Proper maintenance, such as trimming trees and removing debris, can significantly increase a property's chance of surviving a wildfire.
- Conrad explained that Firewise certification can lead to insurance discounts, though not all carriers participate. He encouraged members to look into the Genesis program and the Ready, Set, Go system for wildfire alerts.
- He offered information on free brush removal services and city reimbursements for fire mitigation expenses.

10. Election Results (Lynessa)

- a. **2023 Annual Meeting Minutes** – Passed with a majority vote.
- b. **IRS 70-604 Ruling** – Passed with a majority vote.
- c. **Board of Directors Election** – Donna Whitmore, David Clark, and Jody Clark were voted to the Board. One write-in candidate has yet to confirm if they will join, and an announcement will be made via email if they accept.

11. Open Forum

- Owners inquired whether plant removals require ARC approval. Discussion of whether or not replacements were needed could determine if approval was needed. No final decision was made, but the Board will clarify this in the future.

12. Adjournment

- The meeting was adjourned by Donna at 7:51 PM.