

CLIFF ROSE HOMEOWNERS ASSOCIATION

Open Board of Directors Meeting Minutes

March 21, 2024

Call to Order:

- Donna called the meeting to order at 11:00 am. Quorum was met with Donna Whitmore, David Clark, Sue Carpenter, and Rob Yellam present. Also present were HOAMCO ARC representatives Josh Hall and Tabitha Methot.

Approval of the February 15, 2024 Minutes:

- Donna asked for any discussion prior to approving the minutes.
- Donna motioned to approve, David seconded, all in favor.

Management Report:

- Lynessa reported the reserve CD would renew in August of 2024 and insurance was set to renew in May.
- Owner calls and emails revolved around late fees, paint colors, and RV lot questions.
- The last RV lot audit took place on 3/6, and the next audit will be scheduled in April.
- The next newsletter is scheduled to be sent in May.
- Completed projects include the new compliance policy adopted in February.
- There are 9 open violations in the community and 5 resales year to date.
- David mentioned that in the Quail Trail, there should be information about paying dues starting now.

Treasurer's Report:

- David reported \$68,033.00 operating, debit card funds available is down due to website charges, reserves are at \$49,151.00, interest received from reserve and CD accounts.
- Expenses were higher in January due to collection fees and mailings, but no landscaping has started yet.
- Discussed expenses being down, and outstanding balances are lower than the previous year.

ARC:

- Donna reported that 11 requests have come in during the last month, and a new build was approved but could not find the documentation of approval.
- Donna reported one came in for a new patio cover but the submittal appears like they are extending the home.

CLIFF ROSE HOMEOWNERS ASSOCIATION

Open Board of Directors Meeting Minutes

March 21, 2024

- All other 10 submittals have been approved that included roofing, gutters, repainting, are what the approved consistent. Tabitha added that she can copy the Board on what items are coming in and going out.
- Donna was pleased with the HOAMCO ARC cover letter but had some edits to the forms that would be edited prior to sending to community.
- Donna would like HOAMCO ARC information added to the Quail Trail as well as mentioning the new compliance policy.

Maintenance Committee:

- Rob reported that he walked all the sites to see what needs to be done to trim and clear brush around where a natural spring is making walking areas muddy and hard to walk through.
- Discussed if a spring is an item that the City needs to be involved in.
- Rob asked about priority items, Donna wants the routine maintenance to be the first priority scheduled. After that the association should address the swamp and the canyon area.
- Donna discussed clearing overgrown trees and weeds/bushes, and to see if there is any responsibility with the city regarding the swamp that appears to be classified as a cattle pond. Association pays \$125 to have the city keep this area on file and registered.
- Cost is a factor and to do all the items and projects will need to be done in stages.
- Discussed at the canyon there are dead trees and debris coming up to wood fences and that grass fires are a risk.
- Sue to look at areas that need Firewise maintenance. Sue discussed that water seems to be backing up and isn't draining at the natural spring.
- Discussed having the city come out to look at the culvert and water.

New Business:

New logo contest

- Donna put something together to have owners enter a contest to design a logo. Discussed having a cash prize of \$100 and running the contest April 1 – June 1 with winners announced during the ice cream social.

Portal and Website:

- Discussed that the budget not loaded, have portal updated with up-to-date documents.

Old Business:

- **Assessment collection policy:** Policy has had final notice added so that we can send to legal for collection efforts. Donna motioned to accept the policy, Sue seconded and all In favor.

CLIFF ROSE HOMEOWNERS ASSOCIATION

Open Board of Directors Meeting Minutes

March 21, 2024

Open Forum:

- Brian Roberts added he had a solution for the water issue at the swamp. Discussed putting up some gravel for members to walk on, add 3-6 inch pipes for the water to escape, cover with gravel just 3-4 feet wide. Brian discussed being willing to help as the area could also be a safety concern. Brian felt that a solution could be made to remedy the issue on the walking trail.

Adjournment:

- Donna adjourned the meeting at 12:10 pm.