

Agenda - Cliff Rose HOA Board Meeting February 17, 2022

February 17, 2022 - 2:30

LOCATION: Zoom attendance ONLY

Call to Order:	<ul style="list-style-type: none"> ● Time: 2:34 PM by Peggy Walker ● Roll Check: Catherine Craig, Charlotte, Peggy, Marty Z, Bill Colwell ● Guests: Rich Zablocki, Robert Goodwin, - Not in attendance: Galaxy 10 (Patrick Swafford signed into ZOOM for the meeting, did not identify himself, was kicked out of the meeting as the Board did not know who "Galaxy 10" was until later in the meeting when he called in, asking to be re-invited, which the Board did and he did not show up again.
Approval of minutes (Brit Flores/ Charlotte Anthony)	<ul style="list-style-type: none"> ● Approval of January 20, 2022 minutes - action item ● Motion: Marty Zwilling ● Second: Bill Krauss ● Vote: Unanimous Motion carried
HOAMCO Manager Report: (Brit Flores)	<ul style="list-style-type: none"> ● See Report ● - Add Agenda Item - discussion of time of meeting - for March
Treasurer's Report (Marty Zwilling)	<ul style="list-style-type: none"> ● January Financials - Approve ● Motion: Catherine ● Second: Charlotte ● Vote: Unanimous Motion carried ● Insert Financial Report ● HOA is in good shape - increase in AR due to RV lots - strong position \$36,406.20 + \$55,700 in reserves.
Board Committee Reports:	
Architectural: (Bill Krauss)	<ul style="list-style-type: none"> ● Approved requests included a driveway wall and backyard fence. Three requests are pending. The ARC responded to queries regarding weekend construction work and resubmission of expired approval.
Social: (Chris Lewis)	<ul style="list-style-type: none"> ● Social Report: (Chris Lewis) - <ul style="list-style-type: none"> ○ No contact with new move-ins. Chris will coordinate with HOAMCO to receive updates of home sales. Response to emails and cards has been very positive.
Maintenance: (Bill Colwell)	<ul style="list-style-type: none"> ● Report and discussion of meeting with engineer regarding the utility road and drainage between Boardwalk Avenue and Ventnor Circle ● Maintenance of green belt near Common Area 140 across the street from Bill Colwell ● Bill has been working on a list of common areas for maintenance map to cut costs (See Attached Phases) <ul style="list-style-type: none"> ○ Suggested 3 times a year April, May June, September - Vista Park, CA140, CA271, CA206, and CA269 ○ Asking for guidance on Common Area schedule for Vista Park, CA192, CA407, CA408, and road to RV lot, CA232, CA254, CA293 ○ Board discussed common area schedules - April, June and Sept is too much time in between, mailboxes need to be maintained on a more frequent schedule.

	<ul style="list-style-type: none"> ○ Chris wants to increase dues for HOA Assessments. The HOA is limited by current CC&Rs ○ Marty Z – reminded we are budgeting for maintenance and fire, do not have the money for regular landscaping ○ Catherine – suggested to decrease amount of area Rodney clears from 15ft to 7 ft along roads if it saves money ○ Peggy asked for Maintenance Schedule from Bill ○ Agenda Item Next Meeting - Landscaping Maintenance Schedule Vote ● Bill walked Utility Road with Engineer, Brit and Peggy <ul style="list-style-type: none"> ○ Discussed 5 phases on Landscaping ○ Discussed the waddles versus concrete curbs to create permanence for utility road repair ○ No bids are out as of yet, the Board needs to vote on obtaining bids for the phases. Agenda Item Next Meeting ● Motion: Peggy wants to use Correctional Workers ongoing for the maintenance of the road ● Second: Catherine ● Vote: Unanimous Motion carried ● After discussion, Peggy motioned for vote to approve adding rip rap over the curved bank of the ditch at the top of the utility road. ● Second: Motion died ● Vote: no vote. This is scheduled as phase two of Bill’s maintenance plan. ● Motion: Peggy to approve Phase 1 RFP so that Brit can get bids: ● Second: Bill Krauss ● Vote: Unanimous Motion carried ● Board discussed options of special assessment and raising annual fees Agenda Item Next Meeting – New Business - Bryan Z to Talk About Special Assessments
Compliance: (Patrick Swafford)	(Violation log is discussed in executive session)
Communications : (Catherine Craig)	<ul style="list-style-type: none"> ● Catherine has redesigned the HOA website. She previewed the updates. ● Feedback included praise for her work and for the landing page and suggestion to use consistent background on all other pages making them easier to read. Suggestion to go white or marble to enhance contrast for the links – the Board and attendees like the font ● Catherine to look into password protecting “Board Activities” and financials. Catherine wants the Board to think about public and private documents. ● Agenda Item – New Business – Website Update – background and images and go live ● Quail Trail (Chris Colwell) Topics - Outcome of CC&R Vote and related consequences Protocol for trash cans
Peggy Walker and Catherine	Update on written consent forms submitted <ul style="list-style-type: none"> ● Catherine printed and compiled packets for members who have not yet

Craig	voted on the CC&Rs. Packets included a cover letter, synopsis of changes and updates, and reminder of cash drawing for all members who submit ballots by March 18th and were sent in bright pink envelopes. - Linda Jones sent out the CC&Rs for the Board
Open Forum	
	No items discussed
Close General Meeting	3:53PM Close of Meeting

Next Meeting: Thursday, March 17, 2022 at 2:30 PM.

Location: Zoom only

UTILITY ROAD PHASES

year	Phase	work to be completed
2022	Phase 1 - dirt work tot prepare road / ditch for next phases	I am promoting the third suggestion bullet from Mr. Ellegood. Clean the silt from the existing road /ditch maintain slope and water flow.
		grade the road and create / Maintain a high burm on the outside of the road Starting on CR254 at the end by Ditch B remove the sandbags that were placed as a temporary repair in the burm.
		Selected company to complete the work will coordinate with the city for blue stake of entire Common area of the utility road.
2023	Phase 2 - Armor the sides of the road / ditch	clean silt from ditch and raise burms on CA 254.
		at Ditch B install a concrete curb in place of the waddle at the top of the ditch. This will be like the curbing used in California
		Install large rip rap in the ditch where necessary on inner side of the road /ditch
		Install large rip rap on entirety of the outer side of the road/ditch

2024/202	Phase 3 - Armor CA 232 and CA293	clean silt from ditch and raise burms on CA232 and CA293
		install a concrete curb in place of the waddle at the top of the ditch. This will be like the curbing used in California.
		Insall large rip rap in the ditch where necessary on the inner side of the road / ditch
2024 /202	Phase 4 - install concrete on drain B	a concrete lined ditch / culvert.

		at the bottom 6' of the ditch prior to private property there will be a trapezoidal concrete slab with 18" footers on all sides and if the property immediately attached to the existing concrete wall installed by the property owner. Both sides of the main ditch where water enters will require aprons to prevent undermining of the slab.
		At the top of the ditch there should be at least 18" footers poured as part of the concrete lining or to hold the concrete lined ditch anchored into the earth and prevent undermining.
2026	Phase 5 Armor CA-406	Clean CA-406 road /ditch
		raise burms on road /ditch
		Install large rip rap in the ditch where necessary on inner side of the road /ditch
		Install large rip rap on the entirety of the outside of the road / ditch.
Annual	HOA Landscaper	frequency of 1 year check all rip rap and replace missing rock.
		frequency of 1 year check all concrete fixtures to identify any undermining or compromise. If issues exist, report to HOA Board Contact immediately.
		frequency of every month between May and Sept, weedwack and remove any weeds, leaving between 3 and 5 inches of growth to retain root structure.