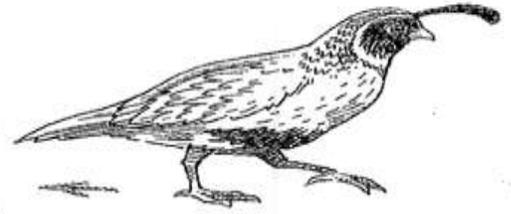


Quail Trail



Newsletter of the Cliff Rose Homeowners Association

November 2021 – January 2022

Cliffrosehoa@gmail.com

Cliffrosehoa.org

President's Corner

By Peggy Walker

Before retiring and settling in Prescott, I taught social science with a major focus on the importance of participating in government. Through the Constitutional Rights Foundation, I worked with a team of attorneys to help high school students better understand their civic responsibilities and apply Constitutional Law. Although on a much smaller scale, living in and contributing to a community such as Cliff Rose employs the same basic principles - respecting and protecting the rights and property of others, fiscal responsibility and managing both through self government.

At any level, government is strongest when members are well informed and actively participate in voting, holding office and serving on committees.

Three main functions of an HOA Board and Committees

With a membership of over 400 property owners, it takes a coordinated effort to keep Cliff Rose at its best. Our Board and committees play an essential role in the successful management and operation of our community. Defining and enforcing established regulations help preserve all of our property values.

A well-run board acts with good faith and makes decisions based on what is best for the entire community. With that in mind, board and committee members are entrusted to put personal preferences aside and focus on the interests of the community. Board members take on specific roles as directors and/or committee chairs with accompanying responsibilities.

Homeowners and residents play an important role in governing an HOA. Members who stay well informed, up-to-date and are familiar with the CC&Rs and other governing documents better understand how the HOA functions and the importance of working together as a community and supporting the common good.

There are three key areas in governing our community for which the Cliff Rose HOA is responsible. They are 1) maintaining the **Common Areas** of the Community, 2) **ensuring Compliance with Governing Documents** and 3) **Conducting the Financial Business of the Association**.

COMMON AREAS: Cliff Rose includes nearly 23 acres of common area, much of which requires trimming and clearing for fire mitigation. A major portion of our budget goes toward maintaining our common areas. Although the entire board is involved in decision making, much of the responsibility of maintaining these areas falls on the shoulders of our maintenance director, Bill Colwell, as he continues to serve in this role. Patrick Swafford, new to the board, joins Bill in our efforts to manage and protect our common areas. Big projects, such as clearing large common areas, are planned for and built into our budget. Some maintenance issues arise due to unforeseen conditions such as excessive rains, as we saw this year. Our maintenance team acts quickly to avert potential problems and follows up with plans to stabilize identified hazards.

One of our goals is to better maintain smaller common areas on a regular basis. We are contracting with landscapers and are in the process of creating a schedule for routine maintenance.

ENSURING COMPLIANCE WITH GOVERNING DOCUMENTS is essential in maintaining our property values and keeping Cliff Rose a highly desirable place to live. Our CC&Rs and supporting documents define expectations for maintaining homes and property. The Architectural Review Committee is essential in guiding members as they maintain homes and properties and provide consistency in theme and expectations. Bill Kraus joins our board and will be directing ARC and overseeing the ARC committee.

Patrick Swafford, also new to the board, is our compliance director. He works closely with Sandy Watkins, HOAMCO Compliance officer, to facilitate compliance. Sandy inspects our neighborhood twice a month and sends courtesy letters, notifying residents of areas that need attention. She logs resolutions and ongoing violations. Patrick will work with Sandy on compliance issues. Homeowners with questions or concerns should contact James Fettkether at HOAMCO. He will relay messages to Sandy who will in turn work with Patrick and the Board on resolution.

CONDUCTING THE FINANCIAL BUSINESS OF THE ASSOCIATION: Each year we prepare an annual budget that includes among other expenditures, administrative expenses, managing fire mitigation and maintenance of Common Areas. Marty Zwilling is continuing in the role of treasurer. He keeps track of expenditures and suggests best practices. The Board works closely with HOAMCO.

HOAMCO contributes significantly to the success of Cliff Rose. For decades, Cliff Rose HOA was self managed, hiring HOAMCO for financial and fiduciary purposes only. As more homes were built and new needs arose, keeping up with all that needed to be managed was overwhelming. In 2019, Cliff Rose contracted with HOAMCO to take on more of the tasks of running our HOA.

The first year we contracted for full service with HOAMCO, the board continued to act in many ways as it had in previous years, getting a better sense of how HOAMCO can enhance our management. This year, one of my priorities as president has been to learn more about the services in our contract with HOAMCO and transition to having HOAMCO supply the services we are paying for, but not yet utilizing. Among other services, this includes ensuring compliance, coordinating and tracking common area maintenance, preparing for annual meetings, centralizing communication and logging transactions. Taking advantage of HOAMCO's vendor lists, depth of knowledge and experience helps the board in moving forward with confidence as needs arise.

Ashley Beumer, HOAMCO HOA manager, has been our main point of contact, interacting with residents, City and County officials, departments and vendors. When residents have questions, Ashley has been the first line to email or call. She passes messages on to the appropriate board member, logs all communications and shares that log with the board.

We have a new HOAMCO manager. Ashley Beumer has been assigned to manage one large HOA. HOAMCO hired James Fettkether to take over the management of Cliff Rose and other smaller HOAs. (See the article on James to learn more about him.) We are grateful to Ashley for her service to Cliff Rose and wish her the very best in her new assignment. James will be stepping into her shoes as our point of contact for residents with questions, directing inquiries and connecting with City and County Personnel and contractors as needed.

Another goal this year was to upgrade our record keeping and storage of documents. We are required by law to keep records for seven years. When I became president, I inherited several large bins of documents that included unfiled Architectural requests still in their original envelopes. The lack of an organized system of storing requests and approvals made it very difficult to retrieve specific documents if needed at a later date. This year we changed our ARC system so a copy of requests and approvals are sent to our HOAMCO manager and stored and organized digitally so they can be accessed if and when needed. As board positions change, the system stays constant and documents can easily be accessed and reviewed.

WELCOME!

The Cliff Rose HOA Board has two new members serving our community: Bill Krauss and Patrick Swafford.

Bill and his wife, Stephanie Voss, moved to Cliff Rose in 2020 and are happy to call Cliff Rose home. Raised in New Jersey, Bill has lived in New York, Ohio, Vermont and California. He studied psychology at Columbia and ultimately earned his degree in Music from Antioch Col-

lege. Bill's career in the music business began as a record producer and audio engineer and has freelanced most of his life. After working at a "regular" job, he is back on his own again working as an independent software developer. Bill served as Treasurer and Secretary on his previous HOA board and is looking forward to serving Cliff Rose.

Patrick Swafford joins the board and brings his experience serving on his HOA in Happy Jack where he was involved in bringing water to the area. He helped manage grants and worked with Coconino County public works to complete the project. He has experience thinning landscapes and removing brush to guard against fires. He hopes to secure grants to help mitigate fire dangers in Cliff Rose.

Cliff Rose has a new HOAMCO Manager. James Fettkether has joined HOAMCO and will be managing Cliff Rose. He is our first point of contact for any questions, concerns or issues.

James has worked in management in Colorado and Montana for the past eleven years. Born and raised in the Cottonwood area, James is delighted to be back in his native state and region and is excited to be part of the HOAMCO team. James states that he will bring the experiences he has gained over the years to each community he manages and will strive to be an integral part of each community he represents. "Contact me first, or stop by my office at 3205 Lakeside Village, with any questions or issues on the Cliff Rose HOA." James Fettkether – jfettkether@hoamco.com / 928-778-2293 x 1150.

James and his family enjoy hiking, camping and anything to do with being outdoors. We are glad his family is making Prescott their home.

Sandy Watkins is also new to HOAMCO and will be our Compliance Officer. Sandy has extensive background in the legal field, including owning her own process service business where she performed Eviction/Foreclosure inspections for law firms in the Phoenix area. Sandy lived in Prescott Valley in 2002, then moved to Phoenix. She feels fortunate that she had the opportunity to move back to the Prescott area in 2021 and is looking forward to working with Cliff Rose.

Sandy West has been our compliance officer. She was promoted to HOAMCO's compliance administrator. Both Sandys are now in the compliance department. Sandy Watson's chief responsibilities are carrying out Cliff Rose inspections twice a month, logging violations, sending out courtesy notices and tracking violations and their resolutions. She will work with Patrick Swafford, our Compliance Director to mediate and resolve issues. James Fettkether, our new HOAMCO manager, is our first contact person. Send an email message or call James with any concerns relating to compliance. He will log the communication and pass the messages along to Sandy.

Serving and Participating at the Community Level is Grassroots Civics

By Peggy Walker

WE TAKE OUR SERVICE SERIOUSLY. Sometimes we read misguided comments about how the board or board members are self-serving. Serving on the Cliff Rose HOA Board is service to the community; serving the greater good of the community. All positions are volunteer. No board member is financially compensated for any of their time or efforts. On occasion, comments are posted on a social media platform and ask for a response from the board. The Board's method of communication comes directly from the board to members, not through social media platforms. We send out eblast messages through email to inform community members as needed and publish our quarterly newsletter, The Quail Trail. Many of the topics shared in the newsletter are spawned from questions asked or requests made by residents and owners.

As community servants, board members have a responsibility to act in the best interest of the community, adhere to a high standard of behavior and ethical conduct. To help members better understand our commitment to the Cliff Rose community and to individual members, the Board recently passed a resolution declaring our Board Code of Conduct that supports a code of ethics based on state statutes and governing documents.

Summary of Code of Conduct

To ensure that the Board and its individual members maintain a high standard of ethical conduct in the performance of the Association's business, and to ensure that the Association's members maintain confidence in and respect for the entire Board, the Board adopted the following rules of conduct, standards of behavior, ethical rules, and enforcement procedures that are applicable to all members of the Board at our September 2021 Board meeting. Below is a summary of the resolution.

Board members:

- Shall comply with governing documents and relevant law.
- Shall set high standards for themselves as Association members.
- Shall work within the Association's framework and refrain from unilateral action.
- Shall behave professionally at meetings.
- Shall maintain confidentiality when appropriate. Board Members shall at all times maintain the confidentiality of all legal, contractual, personnel, and management matters involving the Association. Board members shall also maintain the confidentiality of the personal lives of other Board members, Association members, residents, and management staff.
- Shall disclose conflicts of interests.
- Shall refrain from defaming anyone in the community.

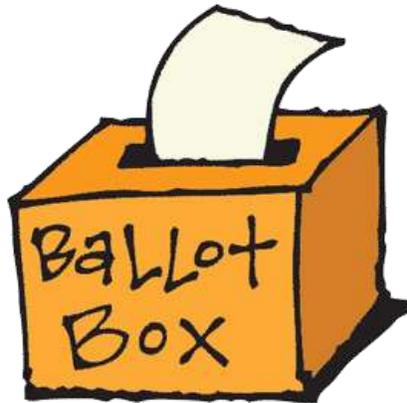
- Shall refrain from harassing Association members or residents. Board Members shall not in any way harass, threaten, or otherwise attempt to intimidate any other Board Member, Association member, or resident.
- Shall refrain from interfering with management staff and contractors.

The full text is available on the Cliff Rose website at www.cliffrosehoa.org under the “Documents” heading.

Member Code of Conduct

Members have rights and also have responsibilities to be involved in the governing of our HOA. Reading materials to better understand legal documents, policy and procedure, voting for elected Board members, attending meetings and serving on the board are just a few of the ways to learn, exercise your rights, express your views and actively participate in decision making.

As we reviewed what was most important to include in a board code of conduct, we also researched the expectations and ethical conduct required of our members. The full text of both of these codes are posted on our website.



CC&Rs: Your Vote is Needed and Important!

By Peggy Walker

Although the boards of the past few years have listened to the needs of members, consulted attorneys and worked to update our CC&Rs, it takes the action of members to make them vote to update them. Prior to the Annual meeting, written consent forms were sent out with the packet. To date, we have received 153 Written Consent Ballots returned (130 “yes” and 23 “no”). We need to receive a ballot from at least 75% of Cliff Rose residents (255) to keep the issue of updating the CC&Rs from becoming dead in the water. Those who have not returned their ballots

have received emails asking them to please submit them.

The Board has made our best efforts to inform and educate our members of the changes and the importance of working with a concise twenty page document that is in line with the Arizona Revised Statutes rather than continuing to work with an outdated redundant one hundred and six page document.

The Board is extending the deadline to submit the written consents to amend the CC&Rs to December 20th. Below is the reprint of a chart that compares the basic changes. We appreciate the response from those who have sent in their written consent ballots. If you have not yet mailed it in, you will likely be receiving a phone invitation to do so. To request replacement ballots contact our HOAMCO manager, James Fettkether, at jfettkether@hoamco.com or call him at (928) 778-2293, ext. 1150.

<u>KEY CURRENT CC&R CONDITIONS & RESTRICTIONS</u>	<u>KEY ADDITIONS AND CHANGES IN NEW PRO- POSED CC&RS</u>
<p>1. No building, fence, wall or other structure shall be erected or maintained on the property, without approval of the Architectural Review Committee (ARC).</p>	<p>1. No improvements, additions, alterations, repairs, excavations, or other work which in any way alters the exterior appearance of any lot without the prior written approval of the Architectural Review Committee (ARC).</p>
<p>2. No livestock or other animals, other than the usual household pets, shall be permitted, and no person shall engage in raising household pets for the purpose of sale. Dogs shall be kept leashed at all times when using sidewalk, and the owner shall be required to pick up immediately any animal feces left on yards, sidewalk, streets, or the Common Area, as well as on any unsold or vacant lots.</p>	<p>No substantial change.</p>
<p>3. No billboards or advertising signs of any character shall be erected, placed or permitted on the property, except for standard "For Rent" or "For Sale" signs used by realtors.</p>	<p>No substantial change.</p>

4. No house trailers, mobile homes, or dome-shaped homes will be allowed.	No substantial change.
5. <i>Each unit shall be kept in a neat and orderly condition.</i> No unlicensed or unused vehicles are to be stored on any lot.	No vehicle shall be <i>constructed, reconstructed or repaired</i> upon a lot or common area except within an enclosed garage so as not to disturb other owners.
6. The buildings shall not exceed two (2) stories.	Single-family dwellings or other structures or improvements with more than (1) story above the grade level of the lot are not permitted.
7. No mention of insurance.	Each owner shall be responsible for obtaining property insurance at his discretion and for his own benefit and at his own expense covering his lot, and all structures.
8. This declaration may be amended by an instrument signed by not less than 75 percent of the lot owners.	This declaration may be amended at any time by the affirmative vote or written consent, of owners of not less than sixty-seven percent (67%) of the lots.

Cliff Rose Rises to the Challenge Once Again

By Nancy Brown, Chair of the Ladies Breakfast Group

For the second year in a row, our Cliff Rose Ladies Breakfast group has been unable to meet and hold their annual Holiday Luncheon and Raffle due to the pandemic. That hasn't stopped us from raising money for Stepping Stones. This agency has served the Quad City area for over 40 years providing a 24/7/365 helpline for adults and children affected by domestic violence. They provide emergency shelter and a variety of services, including transitional housing and a safe and sober environment for families while attempting to start a new life.

This year the residents of Cliff Rose have donated money and tax credits with all proceeds going to Stepping Stones. Four items were donated for our raffle which consisted of a One Year Membership to the Highland Center, Four rounds of Golf at Antelope Golf Course, a Hand Crafted Wooden Arizona State Flag, and a Wood Framed Handmade Mixed Media Collage.

Make a note of the date for our drawing and donation which will be held on Saturday, November 6, at 11 am at the intersection of Oriental and Rycosa. Cori Burke, Director of

Services at Stepping Stones, will be on hand if you wish to know more about this project.

I want to recognize those residents who have helped me make this project another success: Gail Duarte, Sandy Wheat, Sharon Kennedy and Ann Shaver. We hope to see you on November 6 and to thank Cliff Rose residents for their continued dedication.

Cliff Rose Food Drive Report

By Mary Downey

Our neighborhood had another very successful food drive on August 28th. It did not meet our February “all time record” of 2,121 pounds of donated food for the Prescott Community Cupboard, but it came very close: 1,968 lbs of food. We filled almost 40 large plastic containers to be weighed, which included a very generous check. Other check totals were not available at the time of weighing, so it is possible that we surpassed the record. Thank you to the volunteers who help with this worthy cause: Nancy & Bill Brown, JoAnn & Alex Espinosa, Ron Downey, and Evi & Isaac Acosta. Also thanks to Libby Zwilling, who provides all of our colorful signs to remind folks a few days before the food drive.

We also appreciate anyone coming from nearby neighborhoods to drop donations off at any of our mailbox clusters. Every donation is greatly appreciated. The next food drive will be on the last Saturday in February 2022. Keep an eye out for Libby’s signs to remind you.

The Community Cupboard has a new location at 777 Hillside Ave. in Prescott. It is three times larger than the previous structure and quite impressive. Their many shelves and refrigerators should ensure that nobody in Prescott should go hungry.

Social Roundup

By Chris Lewis, Social Director

The Ice Cream Social we held on August 12 at the Adult Center was very successful! Even though it rained, we met and visited with many of our neighbors, and we hope to make this an annual tradition.

If you haven’t seen the two “Lil Book Nook’s” in our neighborhood, please check them out. One is located on Oriental Avenue, and the other is on Marvin Gardens.



You can donate books, borrow books, and keep books. We have had many donations this year and the Nooks are full. Don't be shy and stock up for the winter reading months.

Cliff Rose Community Manager

James Fettkether , HOAMCO

jfettkether@hoamco.com or 928-778-2293 x 1150

Cliff Rose Board of Directors

Peggy Walker, President	contactcliffrose@gmail.com
Catherine Craig, Vice-President and Communications	cliffrosevp@gmail.com , cliffrosecoms@gmail.com
Marty Zwilling, Treasurer	cliffrosetreasurer@gmail.com
Bill Colwell, Maintenance Director	Bill.colwell.crhoa@outlook.com
Patrick Swafford, Compliance Director, Maintenance	patfishalaska@gmail.com
Chris Lewis, Social Director	CELewis.1113@gmail.com
Bill Kraus, Architectural Review Committee	cliffrosearc@gmail.com
Terry Savage, Declarant	(928)445-1307

Board Meeting Schedule

Board meetings are held at the HOAMCO offices located at 3205 Lakeside Village at 2:30 on the third Thursday of each month, except September and December. Email us at contactcliffrose@gmail.com for more information.