

Clifftops Property Owners Association

Board of Directors Meeting

January 14th, 2007

Board of Directors

President	Doug Dwyer
Vice President	Dennis Raines
Secretary	Earnie Lumpkins
Treasurer	Don Zimmerman
Director	Louis Smith
Director	Henry Chase
Director	George Goodwine

MINUTES

Board Members Present

President, Doug Dwyer
Vice President, Dennis Raines
Secretary, Earnie Lumpkins
Treasurer, Don Zimmerman
Director, Louis Smith
Director, Henry Chase

Property Manager Present

James B. Tripp

Call to Order

The meeting was convened at the Clifftops Lake Clubhouse at 2:00pm.

Approval of the Minutes

President Doug Dwyer moved to approve the minutes from the November, 2006 Board meeting. The motion was seconded by Secretary Earnie Lumpkins and passed without objection.

Treasurer's Report

Treasurer Don Zimmermann reported that the Clifftops Property Owners Association ended 2006 with expenses at 4% over budget. This was due to expenses incurred in completing preparation for the Clifftops Avenue paving project. Some of the work and associated cost of the project scheduled for 2007 was moved to 2006 and while this is reflected as a budget overrun, it should be viewed as an expense scheduled for 2007 that was moved to 2006, and will reflect as cost saving on the project in 2007.

The Board thanks the thirty-one members who paid their annual dues in full this month. This will allow the Association to meet its front loaded expenses without moving funds from the reserve accounts. One member account is at sixty days past due.

Culvert replacement on Clifftops Avenue is now completed. The savings to the Association by doing the majority of the work with CPOA staff instead of contracting it out is fifty-three thousand dollars. This savings more than pays for the purchase of the Kubota tractor and backhoe that allowed us to do this work in-house. We anticipate additional saving as work on the road subsurface is accomplished.

Assessments, Dues and Reserve Funding:

Concern has been expressed by some Association members about the dues increases we have experienced. The increases in 2006 and 2007 were due to increases in the cost of asphalt and the need to move the Clifftops paving project scheduled for 2008 to 2007. Although we will not obtain bids for the paving project until the February/March timeframe we believe we will have sufficient funds in reserve to complete the paving project scheduled for this summer. Members should note that this Board and previous boards have disliked raising dues. However, the Board has a legal responsibility to maintain the amenities, capital assets and infrastructure of our community. As disliked and unpleasant as raising dues may be it is a very necessary act that sometimes cannot be avoided. This is one of those times. I have been associated with the finance committee for the previous three years. I can assure you the members of this committee are dedicated individuals who take their duties seriously. They have gone through the budget process in a professional manner and examined all options prior to recommending dues increases.

I would like to report that once the Clifftops' paving project is completed our problems are over; however that is not the case. We have two additional major infrastructure problems that need to be addressed. The lake has problems and the pool condition is questionable at best. We need to be aware we are in a community that is now thirty years old and is exhibiting signs of age, wear and tear. We need to address these challenges in a timely manner while exercising good stewardship of our funds. We ask for your support and understanding as we move forward from here.

Appointment of Standing Committees for 2007

President Doug Dwyer stated that anyone who wishes to serve on a committee is asked to please contact the Chair of the committee they wish to serve on. He continued by saying that Susan

Thomas had stepped down as Chair of the Strategic Planning Committee and wanted to thank her for all her hard work. Dale Cermak has been chosen to Chair the Strategic Planning Committee.

The president then proceeded to introduce the Chair of each committee.

Nominating Committee: Dennis Raines

Architectural Control Committee: Doug Dwyer

Strategic Planning Committee: Dale Cermak

Finance Committee: Don Zimmerman

The members of the ad-hoc committees are as follows:

Social Committee: Co-Chairs; Earnie Lumpkins and Elaine Goleski

Lake Committee: Chair; Louis Smith

Trails Committee: Co-Chairs Margaret Matens and Marietta Poteet

Clifftops Website Editors: Jim Poteet and Susan Peek

Cliffnotes Editor: Elaine Goleski

Manager's Report

Property Manager Jim Tripp reported that the culvert replacements are complete. Forty-two rusted metal culverts have been replaced with long-lasting concrete culverts. There are, however, many additional road repairs that the staff will undertake during the next few months. These repairs will be much less disruptive to traffic flow than the culvert replacement project was. So, the good news is that the worst of the disruptions are over, at least until the paving begins in the summer.

In the next few months, staff will grade, seed, place straw, and fertilize around the replaced culverts. Some locations will receive surge rock where it is needed to control erosion. This work has already been done in some areas, and the remaining areas will be done as time and weather permit. Some culverts will need to be cut, and this work will be done during final grading, prior to paving.

The next phase of pre-paving activity will be the digging out and repair of failed areas of the roadbed. Once this is done, final grading of the culverts will be completed in preparation for paving. During the summer, Clifftops Avenue will be paved from the entrance gate to Westlake Avenue

Old Business

Approval of 2007 Directory of Owners and Rules and Regulations

The Property Manager noted a small change to the catch and release policy which the Board had approved in 2006. Director Henry Chase moved to approve the 2007 Directory of Owners and Rules and Regulations and Vice President Raines seconded. The motion carried without objection.

New Business

Contractor Signs

A reaffirmation of the CPOA policy on signs:

Signs

No signs of any advertising nature shall be permitted on any lot or building except "For Sale" signs of dimensions not greater than 30 inches by 30 inches. Only one such sign shall be permitted on any lot at any time. There shall be no signs nailed to trees. All signs found in violation will be removed.

Contractors may identify a job site for the purpose of enabling sub-contractors and deliveries to the site by placement of a temporary sign at the entrance to the job site showing the name of the contractor and the Lot Number. This sign should be no larger than 12 inches by 24 inches. There shall be no other signs erected for the purpose of advertising any sub-contractors working on the site.

A reflective emergency sign (911 sign) will be located at each driveway entrance. These signs will be installed by Clifftops personnel and are ordered through the Clifftops office.

Individual lot signs are optional. They should be constructed of wood and should not exceed a width of 20 inches or a height of 10 inches. Each should display the lot number and Clifftops logo and the name of the owner or the name given to the property by the owner. Each sign should be mounted on a post not more than 2 inches square. The top of the sign should be no more than three feet above ground level. These signs must be located on the same side of the driveway as the 911 signs.

Adjournment

Treasurer Don Zimmerman moved for adjournment at 2:37 pm and it was seconded by Director Henry Chase. The motion carried without objection and the meeting was declared adjourned.

President

Secretary