President’s Corner
by Lynn Snyder

It’s an honor to continue serving the Community as your HOA President in my final year on the Yavapai Hills Home Owners Association (YHHOA) Board of Directors (Board). I’ve had an opportunity to meet many Community Members over the last three years on the Board and hope to meet many more. I value your thoughts and ideas to maintain and improve our Community. “Everything begins with an idea” - Earl Nightingale.

Congratulations to Joe Fauty, Chuck Hollister, and Jim Murray, who were elected to serve a two-year term on the Board. We also sadly said farewell to our retiring Board Members, Nancy Dwyer and Glenn Sinn, who served on the Board for ten years. They will continue volunteering their time as Facilities Committee Members, and I commend their dedication.

It’s a privilege to serve with the following 2020 Board of Directors who donate endless hours not only on the Board but as Committee Chairpersons, Board Liaisons, and Committee Members to represent the best interest of the Community.

Jan Todsen, Vice President
Chuck Hollister, Treasurer
Greg Andrews, Secretary
Joe Fauty, Member at Large
Tom Fuentes, Member at Large
Jim Murray, Member at Large

Please welcome Anne “Katie” Bauman, as our new Community Assistant Manager. Feel free to stop in the Office and introduce yourself. We appreciate.

Getting to Know You
Meet Jim Murray & Terri McCombs
by Ginny Biedelman

Congratulations to Jim Murray who was recently elected to the Board of Directors. Jim and his wife, Terri, have lived here for eight years. They have three children, eight grandchildren, and three great grandchildren – all in the Phoenix area. Family was the incentive for Jim and Terri to return to Arizona (after having lived all over the world) when he retired from the Air Force after 27 years.

Jim's Dad was an enlisted member of the Air Force, and Jim continued the family's military tradition dating back to World War I. He was commissioned as a Distinguished Graduate (in the top 5%), and has had an outstanding military career. Serving as an instructor and evaluator on fighters like the F-4 and F-15E, he has flown over 2800 hours throughout the world. He spent six tours in combat zones including Desert Storm, Southern Watch, Iraqi Freedom, Enduring Freedom, Allied Force, and others. He spent time in the Combined Air Operations Center developing the air battle plans (Air Tasking Order), as well as the Chief of Air Operations.

Annual Meeting Volunteers

Thank you to the following residents for assisting with the counting of the ballots and the registration table at the Annual Meeting: Cathe Fuller, Jan Brown and M. Stern. They had their hands full as 312 Members participated in the election process and 95 Residents attended the Annual Meeting.

(Cont’d on Pg. 2)
President’s Corner  (Cont’d from Pg. 1)

your patience during her training period. I’d like to thank Dennis Marks, Pool/Office Facilitator for helping out in the Office during the hiring and training process. We can always count on Dennis to assist as needed.

On January 25, 2020, Mike Havercamp, a Facilities Committee member, conducted a Community Pool and Spa Usage Brainstorming Workshop. The purpose of the Workshop was for Members to brainstorm on the use of the Community pool and spa. A sub-committee was formed to review Member input and suggestions, the current YHHOA Pool and Spa Rules and Regulations, and present the Facilities Committee any recommendations for Board review before the 2020 pool opening.

On February 3rd, Chris Dusza, and Richard Aldridge, from Civiltec Engineering, Inc. (Civiltec), presented the Community an overview of their YHHOA Common Property and Clubhouse Drainage and Analysis final report. The scope of their analysis was to research the original design configuration and capacity of eight (8) specific common areas, develop concepts to restore or improve capacity or minimize erosion, provide recommended prioritization of conceptual improvements, and prepare a routine maintenance schedule, including typical maintenance activities. The Board will review and discuss the recommended prioritization and determine a plan to mitigate erosion in these common areas. A copy of the Civiltec final report and presentation can be accessed on the Community website or requested in the HOA Office. Civiltec was also hired by the City of Prescott and was authorized to discuss at a high-level, their design work for the future 2020 Sunrise Paving Project, Hornet Drive Phase 2 project, and Budsage Ct project. Meetings will be scheduled and announced as more information on these city street projects becomes available.

Social Activities  
by Blanche Berkowitz-Jacobs

2019 went out with lots of fun and festivities as we celebrated our Holiday Party at the Prescott Lakes Club. The room was packed and the food and drink were wonderful. The DJs Betty and the Boys were great entertainment and our wonderful Yavapai Hills line dancers were in full swing. What a fun way to end our season.

The Social Committee celebrated Nancy Dwyer’s departure from our committee and her years of endless dedication to our community. Nancy has been a valued asset to everything Yavapai Hills. Nancy always had to be reminded that she could not do everything herself, which is what she wanted to do. We will miss her involvement and wish her good luck in her “retirement from committee work”. Also, the Social Committee would like to thank Freddie Scanze for her years of writing our column and for her various roles in the Social Committee as well. We hope when she returns from her travels she will join us once more.

As of this writing we are preparing for our Valentine’s Party. It should be another huge success with catering by Papa’s Italian food. YUM!

Upcoming events start with April 11th, which is our Easter Egg Hunt. Bring all of the children to find those eggs and get prizes!!!
Getting to Know You (Cont’d from Pg. 1)
orchestrating the air war over Iraq and Afghanistan – supporting numerous ground operations and providing close air support to the troops on the ground. In addition, he has commanded a flight, squadron, group, and as the base commander, provided support for the entire wing. I’d like to personally say a big thank you to Jim (make that Colonel Murray) for your service to our country.

His wife, Terri McComb, continues her teaching career spanning 20 years across the globe. She has taught all ages, from middle school to college-level. The last 8 years she taught in Mayer and Prescott Valley - TWICE being named Teacher of the Year. Way to go, Terri!!! Her hobbies include going to estate sales, refinishing and selling antiques, plus spending as much time as possible with the kids, grandkids, and great grandkids. She and Jim helped raise money to build a Little League field in Mayer. Generating over $380,000 with the help of numerous organizations, they accomplished this feat in about 10 months. For another month, they continued working with the contractors to construct the field itself.

Terri’s love for teaching also got Jim involved in the classroom. He’s been a substitute and also a full time teacher at the high school and college.

There's an old saying: Need to get a job done? Ask a busy person. Jim & Terri bring with them a wealth of life experiences and abilities. It is a real privilege to get to know these folks, and to welcome Jim to the Board.

Social Activities (Cont’d from Pg. 2)
In May we will have a BBQ event planned; and in June our Pool Party; and in July our Ice Cream Party. Stay tuned for the final plans for these.

The Social Committee acknowledges the following leadership positions approved at the January 16, 2020 meeting: Chairperson is Sylvia Fuentes; Second Chair is Pam Rosic; Board Liaison is Tom Fuentes; Finance Manager is Darko Rosic.

As always, we thank all of the volunteer members on the Social Committee, with whom we could not do any of these events. They work hard at planning and setting up and cleaning up. If you would like to join this fun group please join us on the first Thursday of each month at 3PM or contact our chairperson.

Lastly, our Monthly Ladies Luncheon is always a fun (and noisy) get together. We have sampled many eating venues in town successfully. Our kick off for 2020 was at The Finn at Touchmark and was so nice. Next will be at Gabby’s Grill on February 27th. If you want to attend future luncheons and are not on my email list, please let me know. Also, check the Community bulletin board for the current month’s luncheon.
Architectural Committee  
(ARC) Q&A  
by Jan Todsen, Chairperson

Home additions, exterior updates/changes: Homeowners must apply to the ARC Committee whenever changing or updating the exterior of their home or altering landscaping and/or their property. Homeowners may contact our HOA Manager, Sandra O’Clock, for an application form to be completed by the homeowner and submitted to the Committee prior to alterations/replacements, etc., or print the application from our website. Once Sandra has received the completed application and appropriate fee, she will forward the application to the Committee for consideration at their next scheduled meeting. The Committee members will review the applications during their meetings (for approval), and make suggestions in order to ensure the integrity of our community is maintained.

If homeowners are repainting or touching-up paint on the exterior of their home, they may request to review the approved paint colors for home exteriors, from Sandra. Choose a color from the approved palette of paint chips and submit to Sandra O’Clock along with a minimal fee. Sandra has been designated by ARC to pre-approve colors for home repainting from the paint chip palette so that homeowners will not be delayed in their repainting endeavor. However, if a homeowner desires a color not on the pre-approved palette of paint chips, they will need to apply to the Committee for consideration at their upcoming meeting. All other exterior and/or property alterations will be considered by the Committee members during their regularly scheduled meetings.

Why is there an Architectural Application Fee for Homeowner changes/updates? There is a fee schedule for various updates on Architectural Applications to ensure that all Architectural Committee members (inclusive of the HOAMCO Architectural Architect and their Department Committee members) carefully review the application to ensure the alteration will continue to maintain the architectural integrity of our community. Should the completed alteration require an inspection by an HOAMCO Architectural Department staff member, one will be provided. Additionally, the HOAMCO Compliance Officer will be notified of approved changes to you and/or your neighbor’s property.

May I attend the ARC meeting to explain my application? Homeowners are welcome to attend the ARC meeting to explain their exterior update and become apprised of any suggestions/recommendations, approvals, and/or reasons for denials. If a homeowner wishes to appear before the ARC Committee during their meeting, please notify our HOA Manager, Sandra O’Clock, who can advise on the date and time of the next meeting. Homeowners who do not wish to attend or have a conflict will receive notification of the approval/denial from Sandra within a few days post meeting.
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Pamela Kaye Johnson
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NEW FLAVORS
by Bill Perry

Some of the adventure—and fun—of foreign travel, especially in dubious parts of the world, is finding reliable food. A definition of adventure is “an activity whose outcome is unknown.” Is that fermented bean curd sundae from the night market in Kuala Lumpur really going to stay down? Fortunately, these days we don’t have to venture out of the Prescott area to eat and cook with any number of wildly exotic and safe foreign foods and flavors that were virtually unknown when we were kids. (Cardamom? Achiote? Mango?)

Americans make up only .046 (4.6%) of the world population and our cooking is about the same small percentage of the flavor combinations eaten in roughly 195 countries. In addition, our own traditional food may not be the most exciting fare the world has ever seen. The U.S. diet, before WWII, was very heavy on meat and potatoes and the only seasonings readily available—found on most tables—were salt and pepper. Most Americans weren’t aware of what folks were eating elsewhere. It’s said that it was WWII GI’s returning from Europe and the Far East that finally opened American minds and kitchens to new, unfamiliar cuisines. (Balsamic? Wasabi? Habañeros?)

Now, decades later, we have restaurants all around us, including here in Prescott, that serve delicious dishes native to Mexico, China, Thailand, Italy, Japan, Spain, Hawaii, India, France, Germany, Viet Nam, Korea, The Philippines, Greece—and maybe more. Add to those some recipe books and markets with spices and foods from all over the world and there’s no reason to be bored with what we eat. (Sriracha? Saffron? Ginger?) But there are limits to our adventurous spirit, to what we’ll eat. Some Minnesotans will turn up their noses at lutefisk and there are Jews who avoid gefilte fish. Not every Mexican loves the crunchy roasted chapulines (grasshoppers) that are such a delicacy in southern Mexico. And even white-bread Americans will draw the line at some of our traditional foods. I once witnessed a near-mutiny on a U.S. Navy ship when the dinner entrée billed as “Baltimore Steak” turned out to be a big piece of liver. (Lemon grass? Cumin? Curry?)

In all of this extolling of foreign flavors, I’d be patriotically remiss if I didn’t mention at least one U.S. contribution to the global cuisine scene. Along with the salt and pepper on our tables is often another familiar condiment that originated in southern China and Viet Nam as a fish sauce (like today’s “nuoc mam”) and was known as “ke-tsiap.” Today we call it “catsup,” or “ketchup,” and over the centuries, its main ingredient has evolved through anchovies, walnuts and mushrooms and finally landed on the “love apple,” our familiar tomato. But preservation was a problem and it wasn’t until 1876 when Henry Heinz began making it with very ripe tomatoes plus pecten and generous amounts of vinegar and sugar that our own beloved ketchup was poured around the world. (Capers? Turmeric? Papaya?) Bon appetit!

Do you have a humorous food story? Send 150-200 words to ruefperry@juno.com. I’ll edit it and give you credit.

ADOPT A HIGHWAY
By Doc Howell

The Adopt-A-Highway Spring Clean Up is scheduled for Saturday, April 4th at 8:30am. The clean-up area runs along US Route 69 between Sunrise and Costco. Please sign up at the HOA Office by Wednesday, April 1st or contact Doc Howell at 928-830-7138. Come join us and enjoy a spring walk while improving the environment!
Community Yard Sale

Saturday, May 9th from 8am to 2pm. No fee to join in and the event will be advertised on free social media sites. Sign up at the Clubhouse by May 1st to have your home showcased on the Community map. Participants are encouraged to place balloons or other attention getting markers on the street or in front of their homes to boost attendance. Sale on!

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Arrow Roofing Inc., an Arizona corporation, was established by Darrell Wiers and his wife Elizabeth Dehon, in 2010 here in Prescott. Previously, Darrell owned a roofing company in Oklahoma for decades that specialized in commercial projects. One of the most noted projects is the Cowboy Hall of Fame in Oklahoma City. He brought 45 years of experience to the community.

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Our company is family owned and operated with our son as the project manager. We are very proud of our professional and trustworthy staff who understands that time is of the essence when it comes to roofing damages or repairs. Whether you have a single family home, a small apartment building, or a commercial building, we will ensure that the job is completed in a timely and professional manner.

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We will be attending the Business & Lifestyles Show again this year. Stop by and meet some of our gang. Looking forward to meeting you!

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New HOA Website
Coming Soon

The HOA website, www.yavapaihillshoa.com, is being revised for a more streamlined look and easier navigation. Our management company, HOAMCO, has come up with templates and is allowing us to customize the site. The Communications Committee is working on a recommendation to the HOA Board regarding the specific changes. Unfortunately, this process is taking longer than expected. We hope to complete that recommendation soon, to be approved at a future HOA Board meeting. STAY TUNED!

RV Rollers
by Jean Schultz

The Yavapai Hills RV Rollers wrapped up 2019 with an outing at Lost Dutchman State Park, east of Phoenix, in November. We had a great turnout and were blessed with lovely weather, picture included.

Year 2020 plans start with outings at Cave Creek Regional Park, Lake Havasu City, Pleasant Harbor at Lake Pleasant, Dead Horse Ranch State Park in Cottonwood, and Kaibab Lake, Kaibab National Forest.

We have meetings scheduled for the first Tuesday of the month at 4 PM at the club house. We share RV tips and make plans for another fun adventure. Call 928.237.4692 for more information.

Attention: Yavapai Hills
Artists/Crafters -

If you are interested in participating in the Spring & Fall Craft Shows held at the Clubhouse please contact Janiece Saxton @928-277-5091 for all the details. We have a fun time and it offers us another outlet for what we love to create.
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Yavapai Hills Homeowners Association
2019 Annual Reports

President's Report
By Lynn Snyder, YHHOA Board President

Happy New Year! It’s been my pleasure and honor to serve as your 2019 HOA President. The dedication of the Board of Directors (Board), Committee members, Office Staff, and other volunteers, help us work toward making Yavapai Hills a great place to live.

The Community was involved in numerous drainage and erosion activities with both the City of Prescott Public Works Department (City) and Civiltec Engineering Inc. (Civiltec). The City conducted a town hall meeting with Community Members (Members) who experienced drainage issues and had previously met with them during the 2018 Open House. The City shared with Members the results of their third-party analysis and the proposed Community projects in the city right-of-way over the next several years.

Based on the results of the City drainage analysis and Member feedback, the HOA contracted with Civiltec to analyze eight common property areas that contain stormwater facilities (swales, ponds, brow-ditches). This included an analysis of the original design configuration and capacity of the facilities and a comparison of those facilities to current existing conditions. The results of their findings and future HOA planned projects will be discussed in a town hall meeting in February 2020, and the report will be online for Member review at the end of January 2020.

Well-kept facilities and common areas indicate a clean and healthy Community. In 2019, the HOA contracted an on-site, three-year, 2020 Reserve Funding Analysis (Study). Reserve studies are essential for community management and aid in protecting and improving property values. As a mature Community, the YHHOA preserves the appearance of the Community facilities and common property with the assistance of the Facilities Committee. On an annual basis, the committee physically inspects all components and common areas, including walking all common property culverts, brow-ditches, and swales. The committee compares its inspection results to recommendations identified in the Community’s Reserve Analysis. This helps the committee recommend required maintenance and budget appropriately for any needed repair, replacement, or new capital items.

With the completion of the initial Community Common Area Firewire Treatment, the Firewise Committee, chaired by Marty Trembly, is now responsible for budgeting for the Community’s Firewire efforts. The majority of grant funds are no longer available to maintain the 230 acres of common property in a firewire condition, and that task is now the responsibility of the Community.

A big thanks to the Social Committee, for all the wonderful clubhouse decorations. The committee planned eight events for 2019, plus supported the ice cream social. The committee is actively looking for new volunteers.

The Trails Committee, chaired by Tom Mohoric, did a great job revamping the Teapot Trail. The Board continues to hear compliments regarding trail use. We appreciate the diligence and dedication of the Trails Committee and their ability to save community funds with their volunteer efforts.

Yavapai Hills is a financially healthy community with the participation of an active and dedicated Finance Committee and Board of Directors. In 2019, the Finance Committee created a recommended budget after Chuck Hollister, YHHOA Treasurer, met with all committees, and a budget workshop that
was open to the Community was conducted. To meet the needs of the Community, a $20 annual assessment increase, was approved by the Board. The 2020 annual assessment is $370 a year.

In December 2019, the Architectural Review Committee (ARC) recommended multiple revisions to the Design Guidelines (Guidelines). Revisions approved by the Board are often necessary due to changes in the law or situations and conditions not anticipated in their 1970 inception. You can view the changes in the Jan-Feb 2020 YHHOA Roundup Newsletter or access them on the Community website.

We appreciate our Community Manager, Sandra O’Clock’s, ability to maintain our daily Office requirements. Unfortunately, we said farewell to both Barbara (Barb) Talbot and Kelly Espinoza in the year, and interviews for the new Assistant Manager position will take place in the first quarter of 2020. We appreciate your patience as we work through the hiring and training process to maintain the required level of customer service expected by our Community.

There will be three Board positions filled at the Annual Meeting. We welcome all new Board Members and say farewell to Nancy Dwyer and Glenn Sinn for their many years of service and dedication on the Board. I also encourage all Members to participate on a committee to make a difference in the Community.

My appreciation and thanks for those Members who volunteer their time to participate in community events and attend Board and committee meetings. I look forward to a new year and your interest and involvement in making Yavapai Hills one of the best communities in the area.

**Treasurer’s Report**
By Chuck Hollister, YHHOA Board Treasurer

It has been a pleasure working for homeowners and their interest. The finance committee has completed the following items in 2019:

- Completed the audit for the year ended December 31, 2018;
- Created RFP and solicited proposals for accounting services for income tax preparation, 2019 & 2020 compilations and 2021 audit;
- Amended reserve study and made corrections to ensure a comprehensive report;
- Documented 80% YHHOA financial systems;
- Delinquent accounts reviewed and collections made;
- Developed a comprehensive budget for 2020;
- Worked to have more transparency in the development of the budget.

All are welcome to attend our Financial Committee meetings held each month at 4:00pm in the Clubhouse on the Monday before the monthly Board of Director’s Meeting.

**Financial Summary**
By Michelle Clay, HOAMCO Chief Financial Officer

As of 12/31/19 Total assets were $1,052,500
Operating Cash increased 3% to $486,300
Reserve Cash increased 9% to $294,400 (76% funded based on 2020 study of $385,701)
Capital Improvement Cash was $146,200
Accounts Receivable were $8,100 (after allowance of $1,800)
Prepaid 2020 assessments were $277,200
Accounts Payable and accrued expenses were $23,700
Construction Deposits Payable were $117,000 (27)

Total Operating income was $472,600
94% were from Assessments, which were $444,700
Clubhouse Rental $3,600
Architectural Review Fees $7,775
Other - $16,400
Operating expenses remained the same as 2018 and came in 8% below budget at $385,000.

Utilities were 9% at $33,900; HOA Administration 14% at $54,400; Activities 3% at $9,850; Professional Fees 37% at $142,800; Common Area 28% at $109,600; Facilities 8% at $30,700; and Taxes/Other 1% at 3,500.

$39,500 was transferred to Reserves and $100,000 to Capital Improvements

Reserve expenses were $15,800
Clubhouse Furniture - $2,400
Playground/Picnic Area - $4,800
Pool/Spa - $3,300
Recreation Courts - $5,200

In addition to the onsite management from Sandra and her staff, HOAMCO’s accounting department manages all aspects of the financial process.

Accounts Receivable/Collections
➢ Send out the annual billing statements
➢ Post all payments
➢ Offer the ability to pay on-line
➢ Respond to billing questions
➢ Follow the associations collection policy
  o Late letter at 30 days
  o 2nd late letter at 45 days
  o Intent to lien letter at 60 days
  o File a lien at 75 days (with Board approval) Must be a certified legal doc preparer
  o Work with collection company or attorney

Accounts Payable
➢ Enter invoices and prepare checks to vendors
➢ Construction Deposit tracking and refunds
➢ Prepare year-end 1099s

Escrow
➢ 10-day legal requirement, 3 day for rush or updates
➢ Disclosure/Title requests for all resales
  o Governing docs
  o CC&R violations
  o Rules & Regulations
  o Pending litigation
Account balances
  • Change owners/address/phone numbers as needed

Standard Monthly Financial Reports
  • Monitor bank accounts to ensure that accounts stay within the FDIC limit
  • Reconcile banks accounts
  • Monitor reserves
  • Balance sheet, Income Statement

Annually
  • Budget Preparation
  • Taxes and Compilation/Audit

Management Report
By Sandra O’Clock, Community Manager

Yavapai Hills Homeowners Association is managed by HOAMCO, Homeowners Association Management Company. HOAMCO is a full-service community association management company and services include the fiscal, administrative and physical management of your association.

As an employee of HOAMCO, I have the pleasure of serving as your on-site Community Association Manager and feel very fortunate to be part of this community. I continue to maintain the administrative needs of the HOA Office, oversee day-to-day operations of the facilities, amenities and common areas, monitor all clubhouse activities, and provide support to the committees and community members alike. Further, I am involved in projects as set forth by the Board of Directors; an outline of those services is attached.

I sincerely value the support I have received from the Board and the residents of Yavapai Hills, especially over this last year. I feel very honored to have worked with the current Board of Directors as they have proven to be a most dedicated group of volunteers who have shown a sincere interest in fulfilling their responsibilities on behalf of the residents of Yavapai Hills. I am most appreciative of their confidence in my abilities to contribute to the continued success of the association.

Furthermore, I am privileged to have exceptional support from the HOAMCO team, which includes Stacy Maule, COO, Michelle Clay, CFO, Jamie Nelson, Executive Director of Management Services, Doug Langston, Controller, Debra Wallace and Celeste Mariscal, Portfolio Accounts, Keith Fry, Compliance Coordinator, Neil True, Architect, Josh Hall Architectural Manager, and many other supporting staff members.

Looking forward to serving the “perfect vision” of the community in 2020 =)
• Receipt, review and processing of Accounts Payable invoices.
• Coordinate the preparation of all documents relating to billing, collections, budget, tax returns, compilations/audits, state corporate filings.
• Maintain control of debit card account and petty cash account balances.
• Maintain the Homeowner database, process all record changes and respond to all Homeowner inquiries.

ADMINISTRATIVE MANAGEMENT
• Responsible for oversight of the management activities of Association.
• Coordination of monthly scheduled meeting, special meetings, workshops and seminars of Board and Committees to ensure regulatory compliance; attend all meetings.
• Develop agendas and meeting packets for Board and Committee meetings; provide follow-up on all decisions made by the board and or committees.
• Monitoring of local/national laws and pertinent legislative issues; assist in legal matters.
• Review and annually rebid insurance policies to ensure adequately protected of HOA.
• Provide Homeowners timely notification for annual assessments, annual meeting, and any revisions or updates to all governing documents of Association.
• Develop and implement procedures for clubhouse rentals and maintain schedules of all club and community group activities.
• Develop, prepare, and implement a system for Architectural Review requests.
• Oversee and implement action plans designed to resolve Compliance issues.
• Maintain and update website and support Communications Committee with newsletter.
• Marketing support for Social Committee activities and related communications.
• Organize all office operations, on-site staff and work-related activities.
• Any additional items requested by the Board of Directors or Committee Chairs.

PHYSICAL MANAGEMENT
• Maintain vendor contracts and service list, bidding out services as needed.
• Supervision of all vendors contracted with association to ensure performance.
• Frequent site visits of common areas to assist in enforcement of community association covenants, conditions, and restrictions and emergency visits as required for construction site issues.
• Liaison with city/state/county authorities as needed.
• 24-hour availability/on-call maintenance.

Architectural Review Committee Report
By Lynn Snyder, Chairperson/Board Liaison

The mission of the YHHOA Architectural Review Committee (ARC) is to maintain, preserve, enhance and protect property values and assets of the Community by protecting the environmental and architectural integrity of the Community within the provisions outlined in the YHHOA Covenants, Conditions and Restrictions (CC&R’s), Bylaws, Association Rules, and Design Guidelines.

The Design Guidelines were initiated to maintain a consistent and aesthetically pleasing community that integrates within the native environment and natural settings within Yavapai Hills. The Design Guidelines identify procedures for submitting requests for new construction and external modifications to existing homes.

In the fourth quarter of 2019, the Design Guidelines were revised with an effective revision date of January 1, 2020. The revisions were adopted by the YHHOA Board of Directors (Board) based on
situations and conditions not anticipated at their inception during the 1970s. These changes were highlighted in the Jan-Feb 2020, YHHOA Roundup Newsletter.

Arizona statutes require that a member of the Board lead this Committee. The YHHOA by-laws specify that the Committee “consists of at least three (3) Members of the Association (Owners).” The Board appoints Committee members for terms of unspecified length, and there must be an uneven number of members for voting. During 2019, the Committee saw the retirement of Doug Pask and Lynn Snyder from the ARC and the appointment of Jan Todsen and Marty Arambula to the ARC. Jan Todsen currently serves as the Board Liaison, chairing the Committee. Additional Committee (Owner) members include Marty Arambula, Bruce Carr, Mike McClelland, and David Seelye.

The ARC meets 22 sessions during a year, which includes the second and fourth Thursday of the month, January through October, and the second Thursday in November and December. During 2019, the ARC processed 18 applications for new homes and 136 external modifications for existing homes.

Under the YHHOA Board’s instruction, the Community’s management company’s Architectural Department provides professional and administrative support for input and recommendation in the review of each architectural project. HOAMCO offers the services of three employees to the ARC. Neil True, Licensed Architect, and Anthony Sotelo, Architectural Administrator who replaced Lisa Morrison, provide professional support and Sandra O’Clock, Community Manager provides administrative support.

Keith Nelson, the HOAMCO New Construction Inspector who reports to Josh Hall, HOAMCO Architectural Department Manager, inspects Community Members completed external modifications to ensure adherence to the ARC approved projects. Keith also provides weekly inspections of new construction job sites, ensuring compliance from pre-construction to final inspection.

**Communications Committee Report**

By Sharon Kaplan, Chairperson

The Communications Committee has spent much of its time in 2019 on the following:

- Bi-Monthly Roundup Newsletter. The Communications Committee in 2019 continued to work on adding interest to the Roundup, including continuing the “Getting to Know You” series about local residents, and writing many additional articles. In 2019, the Committee continues to have the responsibility for the content and publication of the Roundup and this has taken most of our Committee time.

- Website: [www.yavapaihillshoa.com](http://www.yavapaihillshoa.com). This avenue of communication continues to be successful in keeping our residents informed on a timely basis. The Communications Committee in 2019 has spent months working with HOAMCO on the new version of the website.

- Bulletin Boards. Bulletin Boards both inside and outside the Clubhouse are routinely updated with announcements of events and notices of future meetings. The Communications Committee discussed policy regarding the use of the bulletin boards and submitted a proposal to the Board, which was approved in 2019.

- Files of Life. A File of Life is a packet of invaluable medical information posted in a home that is available for emergency medical personnel should the need arise. The Communications Committee
has made Files of Life available in the Clubhouse for residents. The packet is provided free by the Yavapai Regional Medical Center.

Many thanks to Sandra O’Clock and the other members of the HOAMCO staff, and the other continuing members of the Communications Committee: Ginny Beidelman, Jeanne Blosel, Kim Leschly, and Gail Trembly, our Board Liaison, Jan Todsen, and our former Roundup layout editor in 2019, Mike Weissenborn, and current Roundup layout editor, Sandra Blazevich.

**Facilities Committee Report**  
By Lynn Snyder, Chairperson/Board Liaison

The mission of the YHHOA Facilities Committee is to research contractors and acquire bids to make recommendations to the Yavapai Hills Board of Directors to maintain and anticipate future needs of the Clubhouse and Facilities – pool, recreation courts, and playground including common grounds throughout the Yavapai Hills Community.

Committee Members: Bruce Carr, Nancy Dwyer, Mike Havercamp, Rita Kavanagh, Glenn Sinn, and Lynn Snyder. We say farewell to Jan Todsen and thank her for her two-year committee participation.

The Facilities Committee provided the following recommendations to the YHHOA Board of Directors for approval and were completed in 2019:

**Annual Facilities /Common Property Inspections**

- Completed annual review of all Community components and common property culverts, brown-ditches, and swales
- Compared results of annual inspections to the 2020 Reserve Funding Analysis to aid in the creation of the 2020 Facilities Budget

**Clubhouse**

- Completed termite treatment for the rock house behind the clubhouse
- Obtained annual BYOB liquor license
- Obtained annual music licenses to allow Members to play music at the clubhouse, pool, and common property, without violating copyright laws
- Purchased and installed a Smart TV in the Sunroom for use during committee meetings
- Replaced clubhouse drinking fountain
- Replaced kitchen sink faucet
- Replaced seven padded card tables
- Replaced the Office Phone system
- Replaced two HOA Office chairs

**Common Area Drainage**

- Conducted a City of Prescott Town Hall Drainage Review Meeting to discuss 2019 and future City Right-of-Way Community Drainage projects
- Completed by the City of Prescott, the Hornet Drive Phase I Drainage Improvement Project with the installation of two vane grates
- Completed common property inlet cleanout at the Detention Basin off Sharpshooter Way & Hornet Dr
- Initiated the YHHOA Common Property & Community Clubhouse Drainage & Maintenance Analysis Project Request for Proposal (RFP) with five civil engineering companies. – Contract awarded and project completed by Civiltec Engineering Inc
Common Property
- Completed annual backflow testing
- Initiated three-year Landscape Vendor RFP with four landscape vendors – Contract awarded to Carescape Landscaping
- Removed horseshoe pit area for safety
- Removed multiple packrat nests throughout the Community
- Replaced drinking fountain previously located outside recreation courts
- Replaced two trees on Sunrise Blvd and two trees at the clubhouse parking lot
- Treated 15 Cottonwood trees for Clearwing Moths

Environmental
- Performed semi-annual Adopt-A-Highway trash pickup of the area on Highway 69 from the Sunrise entrance to Costco, by Community volunteers, chaired by John (Doc) Howell. Clean-up days are scheduled every April and October

Playground
- Completed annual playground inspection
- Consolidated and standardized playground area signage

Pool & Spa
- Consolidated and standardized pool signage
- Installed fencing around spa shed for safety
- Opened pool on May 18th due to cool weather temperatures
- Replaced Clubhouse Pool Card System
- Replaced pool drinking fountain

Recreational Courts
- Consolidated and standardized recreation court signage
- Initiated RFP for Recreation Court crack repair – Contract awarded and completed by General Acrylics
- Purchased an Automated External Defibrillator (AED) with a weatherized case to be placed inside the recreation court
- Replaced four (4) Recreation Court benches due to safety issues
- Replaced Recreation Court Keys, including the creation of a new Acknowledgement of Receipt of Recreation Court Keys form
- Replaced Recreation Court railroad ties with 70 landscape blocks

The Facilities Committee meets in the YHHOA clubhouse from 9:00 a.m. – 10:30 a.m., the first Wednesday of every month. The Committee is currently looking for new members.

Firewise Committee Report
By Marty Trembl, Chairperson

Yavapai Hills has been a Firewise Community for eight years. We are one of over 35 Firewise Communities and fire departments in the Prescott area that are members of PAWUIC. We meet monthly with those communities and wildfire-related organizations, to share information, learn best practices, and pool efforts to get grant moneys for our communities.
GOALS

• To develop comprehensive means to reduce the risk of wildfire to lives, property, and community values in Yavapai Hills.
• To motivate local residents and property owners in implementing Firewise principles as they pertain to our community and property owners’ unique situations and needs.
• To augment our association funds for this endeavor by obtaining grants from appropriate government and private organizations where possible.

ACCOMPLISHMENTS IN 2019

• COMMON AREA FIREWISE TREATMENT In 2018, we completed first-time treatment of all our common areas other than the new parcels in Unit 9 Phase 5A, so we focused on long-term maintenance. Using budget carried over from 2018, 2019 money, and Title III grant money received in late 2018, we began a grass trimming project in 31 acres of Common Areas 15, 16, 52 and 53, selected because those areas contain significant grass as opposed to shrubs and trees. We took what we learned from trials done in 2018 to develop a contract with ZebraScapes for that work. To date, we have spent $26,400 and the initial work area is nearly completed. We are currently working out differences between ZebraScapes’ area measurements and ours to determine an accurate cost per acre.

Our cost goal for long-term maintenance is approximately $300 per acre. When we used grant money in the past, the “book value” cost was more like $1,000 per acre, for grass trimming plus maintenance and removal of larger shrubs and trees. We have learned that professional contractors charge even more than that. Our challenge is to find a way to maintain our common areas at reasonable cost.

While we wait for results from the USDA grant application described below, we intend to continue the grass trimming project. We also executed a contract with the Arizona Department of Forestry and Fire Management for maintenance of heavier vegetation.

• GRANTS AND EXPENDITURES. Right now, we still have about $10,000 in 90/10 grant money left over. We expect to return those funds to PAWUIC for other communities to use, because there is no significant work to be done on the new parcels in Unit 9 Phases 5A and 5B. We will spend the $7,000 Title III grant money to defray costs for the grass trimming project in Common Areas 15, 16, 52 and 53. We will work with the $35,000 allocated to us by the Board for 2020.

As suggested above, for us to maintain all our 250+ acres of common area at a cost of $300 per acre, we will need increased budgets in future years. We have learned of a grant and assistance program operated by the USDA that can be adapted to cover vegetation maintenance of the kind we need, and we will apply for that help in early 2020. If we succeed, the program promises to run for multiple years, and comes with technical assistance on a long-term maintenance plan. We understand that grant awards are to be announced in mid-2020.

• CHIPPER PROGRAM The committee determined that it was not necessary to run Chipper Days as we did in the past, because the City of Prescott has a very good, free chipping service. Residents can simply call the City when they are ready for the chipper to visit and must notify the HOA office so they are not cited for a CC&R violation. In 2019, 3 or 4 residents per month took advantage of the service. We want to see this number increase.
• **COMMUNITY EVENT**  Our community event on July 31 featured Chief Dennis Light, who talked about numerous subjects his department deals with. We concentrated on informing new residents about the meeting, and were happy to see 67 residents attending, many of them new to the community.

• **OTHER ACCOMPLISHMENTS**  Bill Hager of the Jeep Posse approached us with the outline of a community emergency evacuation plan. We have edited and improved the outline and are currently laying out a process to finalize the plan for Board approval as appropriate. Yavapai Hills’ Firewire Community certification was renewed for 2020 in November.

**Social Committee Report**
By Nancy Dwyer, Board Liaison

**Social Committee Chairperson:** Pam Rosic and Co-Chairperson: Sylvia Fuentes  
**Finance Manager:** Freddie Scanze  
**Sub Committees:** Ladies Luncheon, chaired by Blanche Berkowitz and all members participate in the decorating of the Clubhouse  
**Committee Members:** Bill & Jolene Dunn, Robin & Kim Leschly, Becky McClelland, Gail Trembly, Eileen Wolfe, Ron Brandelli, Nancy Dwyer, Brenda Waddell, Blanche Berkowitz, Sheryl & Dave Price, Shar Mullen, Leah Remington, Freddie Scanze, Eka Dudley, Sylvia Fuentes and Pam & Darko Rosic.

The Social Committee hosted 8 events this year for 2019. Hosting an event means having a sign-up sheet, line up a caterer, set up the room and clean up and most times, also getting dessert. The Valentines Dinner was February 9th catered by Poppas; the Easter Egg Hunt for the children at Yavapai Hills was April 13; the Western BBQ was catered by Big Daddy E’s on May 18; the Adult Pool Party was Potluck on June 29th, the International Food Contest was on Saturday, September 28th, Thanksgiving Dinner with all the trimmings was catered by Chef Joel of Augies on November 23rd and the Holiday Party was at Prescott Lakes on December 21st with DJ Betty and the Boys. The Halloween Costume Party scheduled for October 26th was canceled due to the lack of sign up people.

The Yavapai Hills HOA Board welcomes its new members annually with all members for an Ice Cream Social held on July 18th and the Social Committee scoops ice cream.

The Clubhouse has always looked fabulous on every occasion with the help of this dedicated group decorating it. And Blanche Berkowitz Chairs a monthly luncheon group with different venues so there’s something for everyone to enjoy.

We have all enjoyed fun events at the Clubhouse and other places because of the work this group does. I want to thank each and every member of this committee. We wish all good things for those members who are unable to continue to participate on this committee.

**Trails Committee Report**
By Tom Mohoric, Chairperson

The first fully active year of the committee saw the rebuilding of the community trail between Hornet Drive and Sunrise Boulevard. Christened as the Teapot Trail, it was a substantial undertaking by mostly volunteers who contributed over 375 hours to the effort during a 5-month period. The completion was celebrated with a special day in October to introduce people to the trail and was an overwhelming success.
The Roundup is the official bimonthly publication of the Yavapai Hills Home Owners Association.

**HOA Office**
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Email: yavapaihills@hoaaco.com
Business Hours: M-F 9 am to 4 pm
Pool Hours – Everyday 7am – 9pm

**Advertise in the Roundup**

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<th>Frequency</th>
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<td>1/8 page (business card)</td>
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Deadline for ad submission is the 10th of February, April, June, August, October, and December. **Preferred format for advertisements is a jpg file; may be emailed to HOA Office, Attention Sandra O’Clock.**

The YHHA does not endorse or recommend any vendor or advertisement.