

Country Creek Patio Home Association
Board of Directors Meeting Minutes
Wednesday, January 17, 2024 @ 1:00 p.m.

1. Call to Order and Roll Call

- a. Board members present: Linda Clifford (LC), Judy Benns (JB), John Rodwick (JR), Jean Citkovic (JC), Lynn Holmes (LH), Ron Snell (RS), Kathleen Wilkins(KW)
- b. Board member absent: Scott Humphreys (SH),
- c. CIC Management Present: Christine Sartoris (CS)

2. Review Agenda – Adopt/Amend. Agenda adopted unanimously.

3. Adoption of Minutes from Board Meeting dated 11/15/2023. The amended Minutes were adopted unanimously.

4. Member Presentations to the Board. There were no member presentations.

5. Board Member Reports – (Attachments)

a. President’s Report (Snapshot of Board Activities) – Linda Clifford (LC)

- i. **55+ Community and Responsibility Chart:** One more small group meeting will be scheduled for Wednesday, 1/24 at 6 pm. A Ballot Initiative regarding Covenant amendments will be mailed to owners, and, if available, the results will be announced at the Annual meeting.
- ii. **Recycling Containers:** Waste Management will be delivering 64-gallon recycling containers to our residents soon. This is the smallest size available.
- iii. **Address Signage:** Bud’s Signs is working physical sign sample for our final approval now that we have the higher resolution logo.
- iv. **Activities:** CHRISTMAS HOLIDAY DINNER: The dinner was held on Friday, December 16th. There were 86 reservations. WEDNESDAY COFFEE: On Wednesday, January 10th, Gladys Kehler, AARP Tax Aide District Manager, gave a presentation on the free tax service provided in Grand Junction.
- v. **Proof of Homeowner Insurance:** As of 1/8/2024, there are 14 residences overdue. There are a number that require a letter as Judy Benns has not been able to obtain the overdue Homeowner Insurance Declarations by a phone call or an insurance agent request.
- vi. **Welcome Meeting:** There are 12 residences to welcome. A meeting will be planned.
- vii. **RV Lot:** The upcoming project is to revisit space sizes to include additional 25 ft spaces and propose the change in pricing structure as previously discussed when updating the RV Policy last year.
- viii. **Facilities:** Old appliances were removed, along with some of the cabinetry, in preparation for new appliances. All appliances have been installed and they are ready to use. The icemaker was installed on 1/16. Three batches of ice need to be made and discarded, prior to use. Upcoming project- clean storage, remove unwanted, unused items, install cabinetry to secure items.
- ix. **Snowdrop Ct:** One unit has sold. People interested in purchasing a unit are being told that Snowdrop is a separate 55+ HOA, and they will not be allowed to use our Clubhouse. The Board is considering next steps with Legal Counsel.

b. Treasurer’s Report – John Rodwick (JR)

- i. JR reviewed the statement of income and balance sheet and all are in order. We are in good, stable, financial shape. We have \$41,000 in Alpine for Operating and \$495,500 in the reserve account. In 2023, we are earning approximately 4.83% interest rate of return.

c. Vice President’s Report – Judy Benns (JB)

- i. Nothing further to report.

d. Secretary/Activities Report – Jean Citkovic (JC)

- i. **Emergency Drivers:** We need Emergency Drivers. If you are interested, please let me know.

e. Landscape Maintenance and Irrigation - Lynn Holmes (LH)

- i. Nothing further to report.

f. Facilities, Gardens and RV Lot - Ron Snell (RS)

- i. Nothing further to report.

g. Covenants –

- i. Nothing to report.

h. Legislative – John Rodwick (JR)

- i. **Property Taxes:** JR is following a Legislative Property Tax Task Force that is coming up with recommendations regarding property taxes.

ii. **HOA Legislation:** JR is following a Homeowner Rights Task Force dealing with foreclosures and transparency.

i. **Management Company - Christine Sartoris (CS)**

i. Nothing further to report.

6. Committee Reports

a. **Advisory Committee - Nancy Burdette (NB)**

NB: There were approximately 28-30 attendees at the meeting. Topics discussed included 3 open Board seats, Responsibility Chart and Governing Documents.

b. **Architectural Report – Christine Sartoris (CS)**

No updates.

c. **Budget and Finance – John Rodwick (JR)**

The committee met on 11/14, reviewed priorities and agreed there should be no increase in PHA Dues for 2024-2025. They recommended that the Board consider doing a Reserve Study.

d. **Governing Documents Task Force – Christine Sartoris (CS)**

The last Small Group Meeting is scheduled for Wednesday, January 24th, at 6 pm in the Clubhouse.

7. Old Business

a. There is no old business to discuss.

8. New Business

a. **Reserve Study** LC explained the purpose of a Reserve Study. A Reserve Study is done by professional engineers who inspect and give us an accurate forecast of what repairs or maintenance will be needed in the future and whether our Reserve Fund is funded properly.

i. JR moved and RS seconded a motion to approve the bid with MillerDodson, not to exceed \$6,000 to perform a reserve study that will provide us with the information we need to anticipate the future needs of our reserve account.

ii. Resident Comments included: the one time fee seems low, solar panel installation cost is not part of the reserve study.

iii. JR revised his motion, increasing the allowed expense to \$7,000, thereby giving the Property Manager the flexibility to make concessions or add additional services, if required. RS, second by JB, to accept the revised motion.

iv. Board unanimously approved the motion to hire MillerDodson.

b. **Adoption of the 2024-2025 Board Budget**

i. CS explained the Operating and Reserve Board Budgets, and reviewed specific line items with the Board to determine if any changes were necessary. The monthly assessment rate remains at \$180. Although some costs increased, the funding at the current rate is sufficient.

ii. JR made a motion, KW second, that the Board accept the draft 2024-2025 budget as amended.

iii. Resident comments: Details requested regarding the proposed Community Gardens, the Marigold mailbox project and the pond and irrigation improvement.

iv. Board unanimously approved the motion to adopt the 2024-2025 Association Budget.

9. Actions Taken by the Board of the Association:

a. The Board adopted a one time expense not to exceed \$7,000 to hire Miller Dodson, Capital Reserve Consultants, to perform a reserve study that will provide us with the information needed to anticipate the future needs of our reserve account.

b. The Board approved the adoption of the 2024-2025 Association Budget.

10. With no further business to discuss, the meeting adjourned at 1:55 p.m.

Respectfully submitted, Jean Citkovic, Secretary