

Country Creek Patio Home Association
Board of Directors Meeting Minutes
Wednesday, February 21, 2024 @ 1:00 p.m.

1. Call to Order and Roll Call

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

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

3. Adoption of Minutes from Board Meeting dated 1/17/2024 and Special Board Meeting dated 1/22/2024 and reconvened on 1/25/2024. The revised Minutes were adopted unanimously.

4. Member Presentations to the Board.

Comments included Signage, off-street parking, exercise room bicycle, small focus group meetings, age requirements.

5. Board Member Reports – (Attachments)

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

- i. **55+ Community and Responsibility Chart:** The final small group meeting was held on January 24th. Feedback from all the meetings was collected, and the Board spent many hours discussing the Ballot Initiative topics. We will be discussing the topics further later in this meeting and asking for member input before voting.
- ii. **Address Signage:** Pending one final review of the numbering, the signs will be ordered.
- iii. **Activities:** The Post-Valentine’s Day Potluck was held last Saturday. The St. Patrick’s Day Dinner is planned for Sunday, March 17, at 5:00 pm. Details will be posted on the bulletin board and in Cat Tales. At the February 14 Coffee, Mary Graziano, a CCPHA resident and Fruita Community Center exercise instructor, gave an overview of the Community Center’s exercise programs.
- iv. **Proof of Homeowner Insurance:** As of 2/12/2024, there are 16 residences overdue. Judy Bennis is following up on these.
- v. **Welcome Meeting:** There are 12 residences to welcome. The Welcome Committee is reviewing the Welcome Letter and will be scheduling a brainstorming session soon.
- vi. **RV Lot:** We will be voting today on reconfiguring the RV lot to add 25 ft spaces, as well as updating the pricing based on \$5 per linear foot.
- vii. **Facilities:** Last week, it was reported that the Community Center HVAC was out. Board member Lynn Holmes checked the thermostats and put temporary heaters in the large meeting room until Hawks came out to repair the failed motor. The thermostats have been locked, so please do not attempt to change the temperature settings.
- viii. **Snowdrop Ct:** The question was asked at the last Board Meeting whether our legal proceedings would impact members who were trying to sell their homes here in the Village to buyers needing to finance the purchase of the home. Per Legal Counsel, unless a lis pendens is being applied to your property, the legal proceedings should not affect the property.

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

- i. JR reported that the association is in a healthy financial state. As of this morning, we have \$63k in the Operating Account and \$595k in reserves.
- ii. The Reserve Study is pending.
- iii. The 2024-2025 Draft Budget has been completed.

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

- i. JB reported that the outstanding Proof of Homeowner’s Insurance is currently 7.

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

- i. JC reported that going forward, Jan Hastings and Sandy Stuck will co-chair the Social Committee. She thanked Billie Jacobsen for her many years as Social Committee Chair.

- ii. Sharon Prather will coordinate the Activities Calendar.
- 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 Ombudsperson - Christine Sartoris (CS) covering**
 - i. Nothing to report.
- h. **Legislative – John Rodwick (JR)**
 - i. **HOA Legislation:** JR is following legislation regarding the Certification of Property Managers and the Foreclosure Process, in addition to the HOA Homeowners’ Rights Task Force and other items.

6. Committee Reports

a. Advisory Committee - Nancy Burdette (NB)

NB reported there were 38-39 Advisory Meeting attendees. Items discussed were: WD Yards, the Annual Meeting and other items that are on today’s agenda.

7. Old Business

a. Responsibility Chart:

LC thanked all who participated in the feedback gathering. CS advised that the Responsibility Chart has been revised to make it easier to understand.

Proposed Changes include:

- i. Washing Metal alloy type Siding: Washing is a maintenance item noted on various manufacturers’ literature and should be a CCPHA responsibility.
- ii. Roof: Inspections are CCPHA responsibility.
- iii. Siding: Wood or composite siding will be painted. Aluminum or metal siding will not be painted and any replacement is the homeowner’s responsibility.
- iv. PVC/Vinyl Type Material: Will not be painted. Replacement is the homeowner's responsibility.
- v. Metal Railings from Porch to Sidewalk: Is the homeowner’s responsibility.
- vi. Snow Removal: Sidewalk to dwelling unit will be a CCPHA Responsibility.
 - JR moved, LH seconded, a motion that the board approve the Responsibility Chart as revised on 2/18/2024
 - Member comments followed.
 - The Board unanimously approved the motion.

b. Age Requirements

LC explained the member feedback received from the Small Group Focus Meetings, Advisory Meeting, etc. CS emphasized that Legal Counsel will be involved.

- JR moved, SH seconded, a motion that in regard to the 55+ Policy the Board intends 100% of occupants be 55 and older, but will accept 90% of all residents being 55+, allowing for 10% exceptions, regardless of age. The exceptions to be crafted to allow board discretion for extenuating circumstances.
- Member comments followed.
- The Board unanimously approved the motion with the caution that the motion depends on the attorney’s review and the exception provisions.

c. Other Governing Documents (Declarations & By-Laws) Recommended Amendments

CS explained that the following have no restrictions in the CCPHA Governing Documents and should be addressed based on member feedback and perceptions of what is prohibited:

i. VRBO Short Term/Vacation Type Rentals:

- JR moved, SH seconded, a motion to amend the governing documents to include prohibiting Short Term /Vacation Type rentals in the Country Creek Patio Home Association.
- Member input followed.
- The Board unanimously approved the motion.

ii. Holiday Decorations and Lights:

- JR moved. JB seconded, a motion to amend the governing documents to include provisions to limit the time frame holiday lights and holiday decorations can be displayed.
- Member comments followed.
- The Board unanimously approved the motion.

d. 2024-2025 Budget Expense & Income Revision – No change in Assessment Rate

CS explained the draft budget adjustments.

- JR moved, KW seconded, the adoption of the revised budget dated 2/21/2024 with no change to the assessment rate and with the understanding that it is a balanced budget and expenses, which are estimates, may be revised during the year as necessary, with no change to the assessment rate.
- Member comments followed.
- The Board unanimously approved the motion.

8. New Business

a. RV Lot

SH (for RS) explained the proposed RV Lot parking schematic and fee schedule.

- JR moved, LH seconded, the adoption of the revised RV parking lot schematic and fee schedule.
- The Board unanimously approved the motion.

b. 2024-2025 Annual Meeting

LC explained the Annual Meeting is scheduled on Monday, 3/25/2024, at 6:30 pm. The location is the Monument View Bible Church (MVBC) on 17 ½ Road.

- JB moved a motion, seconded by KW, that the Annual Meeting be held on Monday, 3/25/2024, at 6:30 pm, at the Monument View Bible Church on 17 ½ Road.
- Member comments followed.
- The Board unanimously approved the motion.

c. The Threshold to Amend By-Laws

CS explained the current threshold to amend the Bylaws, and recommended the Governing Documents be clarified by a Ballot Initiative.

- KW moved a motion, which JC seconded, that the Board be able to amend those items within their purview with a simple majority of the board vote at a board meeting. Those items that require a member vote should be done at a meeting called for that purpose or at the Annual Meeting, appearing on the Agenda, with a quorum present in person or by proxy, with a simple majority to pass.
- Member comments followed.
- The Board unanimously approved the motion.

d. Agenda – Removal of the By-Law Change.

- JR moved a motion, SH seconded, to approve the revised Annual Meeting Agenda.
- Member comments followed.
- The Board unanimously approved the motion.

9. Actions Taken by the Board of the Association:

- a. The Board approved the revised CCPHA Responsibility Chart.
- b. The Board approved the motion regarding the 55+ Policy, the intent is 100% of occupants be 55 years old or older, but will allow 90% of all residents being 55+, allowing for 10% exceptions, regardless of age with board discretion on the exceptions for extenuating circumstances.
- c. The Board approved the motion to amend the governing documents to prohibit Short Term/Vacation Type rentals.
- d. The Board approved the motion to amend the governing documents to include provisions to limit the time frame holiday lights and holiday decorations can be displayed.
- e. The Board approved the adoption of the revised budget dated 2/21/2024 with no change to the assessment rate.
- f. The Board approved the revised RV parking lot schematic and fee schedule.
- g. The Board approved the Annual Meeting be held on Monday, 3/25/2024, at 6:30 pm, at the Monument View Bible Church on 17 ½ Road.
- h. The Board approved the motion to put a Bylaws amendment to clarify the threshold to amend Bylaw on a Ballot initiative.
- i. The Board approved the revised Annual Meeting Agenda.

10. With no further business to discuss, the meeting adjourned at 3:17 pm

Respectfully submitted, Jean Citkovic, Secretary