

**Country Creek Patio Home Association
Board of Directors Meeting Minutes
Wednesday, July 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), Ron Snell (RS), Kathleen Wilkins (KW), Joyce Kurt (JK)
 - b. Board member absent: Scott Humphreys (SH)
 - c. CIC Management present: Christine Sartoris (CS)
2. **Review Agenda – Adopt/Amend.** The agenda was adopted unanimously.
3. **Adoption of Minutes from Board Meeting dated 6/19/2024.** The minutes were adopted unanimously.
4. **Member Presentations to the Board – None.**
5. **Reports – (Attachments)**
 - a. **President’s Report (Snapshot of Board Activities) – Linda Clifford (LC)**
 - i. **Address Signage:** SH, JK & RS fabricated the aluminum angle bars and assembled the first set of unit signage. SH and CS (as a volunteer) installed the first set of unit signage on Periwinkle Ct quads. They noted assembly improvements, locate issues, and hit one irrigation line.
 - ii. **Legal Update on Snowdrop:** February of this year, Sunshine of the Redlands (SOR) proposed a settlement offer which was not in the Association’s best interest. In March we filed a formal complaint. SOR/John Moir (JM) had 21 days to respond to this complaint. To date, there has been no response. In early April the court received SOR’s/JM’s motion for Summary Judgment, submitting that there existed no genuine issue of material fact as to the Association’s claims. The Association then filed our response. In mid-June, the Board proposed a counteroffer. We have not received a response. Towards the end of June, the Court denied SOR’s/JM’s Motion for Summary Judgment. We will be receiving a draft budget from our attorney, so we’ll know what to expect in the months ahead.
 - iii. **Activities:** The Summer Fun Cookout will be held this Saturday, July 20th, at noon. Hamburgers and Hot Dogs will be provided. Attendees are asked to bring a side dish (A-H) or dessert (I-Z). The cost is \$4 per person.
 - iv. **Homeowner Insurance Declarations:** JC reported that as of June 30th there are 10 overdue Insurance Declarations. JB continues to contact the residents and CIC is following up with five overdue Declarations from 2023.
 - v. **Facilities, Irrigation, Gardens & RV Lot:** Facilities: JK picked up the trash weekly and put the bins out for collection. Her other activities at the clubhouse this past month included placing items, such as tables and chairs, in their proper place in storage; cleaning and sanitizing the Dyson vacuum and filters; stocking the bathrooms with paper products and refilling the soap and sanitizer bottles; replacing burned-out light bulbs. RV Lot: The tarp covering the chat was torn and shredded from rain and hail and wind. RS replaced the old tarp with a new one to protect the chat from rain, snow, and potentially hitting RVs in high wind. There are also some problems with wasps near the front of the gate. RS sprayed the hole where the wasps were coming from twice at different times.
 - vi. **Advisory:** The July meeting was cancelled, so that the Board could re-focus on the Advisory Group’s purpose and work on a set of guidelines. We will be voting today on the guidelines under Old Business.
 - vii. **Rumors:**

Rumor #1 - The recent ad in the newspaper promoting Snowdrop Court was submitted by CS – FALSE

Rumor #2 - John Moir (JM) has sent multiple emails to the Board, and we have not responded. The fact is that only some of the current Board members received one email, not multiple emails, from JM, but neither the President of the Board nor the Manager received this email; it had to be forwarded to them. The Association did not respond to this one email because we have been advised by Legal Counsel that due to the lawsuit, all communication must be between our attorney and SOR’s attorney.
 - b. **Treasurer’s Report – John Rodwick (JR)**
 - i. JR reported that the association is in a healthy position financially. As of this morning, we have \$69k in the Alpine Operating Account and \$603k in the Edward Jones reserve account.
 - c. **Vice President’s Report – Judy Benns (JB)**
 - i. Report submitted.

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

- i. Report submitted.

e. Landscape Maintenance and Irrigation

- i. Report submitted.

f. Covenants, Facilities, Gardens and RV Lot – Joyce Kurt (JK) / Ron Snell (RS)

- i. Report submitted.

g. Legislative – John Rodwick (JR)

- i. **New Legislation:** JR reported that a bill was signed which prohibits any PHA from releasing resident data without permission. Another bill was signed that a PHA cannot enforce CCRs that prohibit a home-based business. However, a PHA can enforce rules regarding architectural control, parking, landscaping, noise, nuisance and other matters concerning the operation of a home-based business.

h. Advisory Committee

- i. LC advised that the July Advisory Meeting is cancelled. We need to take a pause to define the purpose of the Advisory Committee.

i. Architectural Review Committee (ARC) – Scott Humphreys (SH)

- i. Report submitted.

j. Annual Plan Report -Linda Clifford (LC), Christine Sartoris (CS)

LC reported progress on the Annual Plan. The top four goals are: Governing Document Revisions, Implementation of Association Leadership Framework, Improve Member Portal, Pond Improvement. CS advised that the Annual Plan will be posted to the Portal and updated as we make progress.

- i. Governing Document Revisions: The 55+ survey draft will be discussed in New Business.
- ii. Framework for CCPHA Leadership: Nothing new to report.
- iii. Improve Member Portal: Nothing new to report.
- iv. Pond Improvement: CS reported that WD Yards installed the new compressor in the pumphouse.
- v. Warranty and Reserve Study: LC/CS advised that the Reserve Specialist is scheduled on-site in August. The Warranty Study is not included.
- vi. Community Garden: Two potential sites are being considered.
- vii. Xeriscape Planning: KW will share her plan in the Board August Workshop.
- viii. Pumphouse Fencing: CS reported that the Tract C survey is complete. There is an encroachment on the property that needs to be resolved before moving forward with fencing.

6. Old Business

a. Execute CIS Agreement for Services 2024-2025

- i. JR/JB moved to accept the CIC Agreement for Services 2024-2025. Discussion followed. Vote taken. Motion passed unanimously.

b. Guidelines of Advisory Group and Appointments

- i. JB/KW moved that we adopt the Guidelines of the Advisory Group. Discussion followed. Guideline amended to clarify an Annual Survey of the community. Vote taken. Motion passed unanimously, as amended.
- ii. KW/JB moved to appoint Ellie Schulz, Sharon Prather, Ruth Dawson and Mary Graziano to the Advisory Group with Ellie Schulz as Chair, and Sharon Prather as co or vice-chair and Ruth Dawson and Mary Graziano as at-large members. Discussion followed. Vote taken. Motion passed unanimously.

7. New Business

a. Review of 55+ Survey

- i. JK/JR moved to approve the 55+ Survey. Discussion followed. Topics discussed included: what is the timeline, how will the survey be distributed, and a survey discussion will be held at the Advisory Meeting. Vote taken. With suggested edits to the survey, the motion passed unanimously.

8. Executive Session- none

9. With no further business to discuss, the meeting adjourned at 1:53 pm

Respectfully submitted, Jean Citkovic, Secretary