

**Country Creek Patio Home Association  
Board of Directors Meeting Minutes  
Wednesday, October 23, 2024 @ 1:00 p.m.**

**1. Call to Order and Roll Call**

- a. Board members present: Linda Clifford (LC), John Rodwick (JR), Jean Citkovic (JC), Scott Humphreys (SH), Ron Snell (RS), Kathleen Wilkins (KW), Joyce Kurt (JK)-Remote
- b. CIC Management present: Christine Sartoris (CS)-Remote

**2. Review Agenda – Adopt/Amend.** The agenda was adopted unanimously.

**3. Adoption of Minutes from Special Board Meeting (via Zoom) dated 9/17/2024 and Board Meeting dated 9/18/2024.** Both minutes were adopted unanimously.

**4. Member Presentations to the Board** – Comments included: Incident regarding off-leash dog training in the green space. Suggestion to locate the Community Garden in the Clubhouse green space. Political sign policy inquiry. Question about laws regarding protection of information.

**5. Reports (Attachments)**

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

- i. **Address Signage:** The sign at the end of Periwinkle Ct will require landscape and irrigation changes prior to installation, since there is no rock bed area in which to install the sign.
- ii. **Activities:** A Halloween Gathering is scheduled on October 31<sup>st</sup>, at 4:30 pm. Sign up on the Clubhouse Bulletin Board by October 21<sup>st</sup>. Costumes are optional. Juddah Raine, Fruita Utilities, spoke at coffee on October 9<sup>th</sup>, explaining the new utility xPress Bill Pay payment options (which include a processing fee) and the free Automatic ACH payment option provided by the City of Fruita. Residents can sign up at City Hall for the Fruita Option. The Appreciation Event was held on Saturday, September 28<sup>th</sup>. 100 residents enjoyed entertainment provided by CIC and BBQ, sides and dessert from Rib City sponsored by the Association.
- iii. **Homeowner Insurance Declarations:** JC reported that as of September 30<sup>th</sup>, there are 13 residences overdue. There are 3 from 2022/2023 that CIC is handling.
- iv. **Facilities, Irrigation, Gardens & RV Lot:** The clubhouse interior was cleaned, and the exterior and interior windows were washed and the exterior of the building was also washed. The pump at the main pump house was repaired and installed. However, there were reports on Periwinkle Ct that certain areas were not receiving irrigation despite the pump being back online. After troubleshooting, the area outage was found to be due to a communication issue between the pumphouse and the valves, which was resolved. WD Yards did manually open the valves so the homes and common areas affected by the wiring received water.
- v. **Challenges:** We are halfway through this fiscal year. For the board, this means two things: It is time to start working on the 2025-2026 fiscal year budget, and review funds as well as the priorities for this fiscal year. Based on new information regarding costs and extent of issues with proposed projects, the pond and community center parking lot remain priorities, however, the timing of completion has changed. These projects may be phased over this and next year. The board is working on the reprioritization of all Reserve Funded projects.

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

- i. JR reported that as of October 23<sup>rd</sup>, we have \$42,039 in the Alpine Operating Account and \$550,477 in the Edward Jones reserve account. A draft copy of the Reserve Study funding chart was reviewed by the Board at its October workshop, and it appears that a monthly assessment rate increase is likely, based on a preliminary analysis of the results. The 2025-2026 budget is being developed and will include this anticipated increase.

**c. Vice President’s Report – open**

- i. No report.

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

- i. Report submitted. The Wednesday Coffee Speaker on November 6<sup>th</sup> will be Kathleen Wilkins. She will give a power-point presentation on Xeriscaping. What it looks like and its advantages.

**e. Landscape Maintenance and Irrigation**

- i. Report submitted.

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

- i. Report submitted. Also, RS reported on the RV lot pothole that he filled with road base.

**g. Legislative – John Rodwick (JR)**

- i. **New Legislation:** JR is following two bills potentially affecting the big Colorado retirement fund (PERA).

**h. Advisory Committee – Kathleen Wilkins (KW)**

- i. Report submitted. The next advisory meeting on the first Monday will include an explanation of Xeriscaping and its advantages.

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

- i. Report submitted.

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

- i. Report submitted. LC advised that some action items require Board Approval of Bid submissions.
- ii. Governing Document Revisions: Under new business.
- iii. Pond Improvement: CS reported that WD Yards have judiciously applied two of the three treatments.
- iv. Community Center Parking Lot Repair: Additional bid required. Under New Business
- v. Warranty and Reserve Study: CS advised the draft chart of the reserve study has been provided to the Board.
- vi. Xeriscape Planning: Under new business.

**6. Old Business - none**

**7. New Business**

**a. Leadership Framework - Board Action:**

- i. JR/KW moved a motion to approve Tom Keyse’s recommendations of Governing Document changes to Legal Counsel, Andrew Teske, including discussion and any associated fees. Motion approved unanimously.

**b. Grading and Xeriscape Plans and Bids for Common Area South of Periwinkle Ct – Board Action:**

- i. KW/SH moved a motion to approve obtaining bids for a qualified contractor to regrade the common area behind Periwinkle Court, including the trail, and to approve obtaining bids for a landscape design for this Periwinkle Court area. Motion approved unanimously.

**c. Management Request for Approval of Additional Bids and Associated Fees - Board Action**

- i. JR/SH moved a motion to approve the management request for approval of additional bids for a maximum of ten (10) Request for Proposals (RFPs) at \$165 per RFP, based on Board Project Priority List forthcoming. Motion approved unanimously.

**d. Resolution to add Scott Humphreys as a Signer on the Reserve Account – Board Action**

- i. JR/JC moved a motion to add Vice President, Scott Humphreys as a signatory on our CCPHA Edward Jones accounts. Motion approved unanimously.

**8. Executive Session- none**

**9. With no further business to discuss, the meeting adjourned at 2:00 pm**

Respectfully submitted, Jean Citkovic, Secretary