

Minutes for the Board of Director's Meeting
Village at Country Creek Patio Home Association

Date: Monday, January 16, 2017

1. Call to Order and Roll Call

The meeting was called to order at 9:00 a.m. Members present were: John Moir, Bev Stone, Dan Colesworthy, Eldon Miller, Joyce Kurt, Scott Nelson, and Lee Beasley. Mary Jo Ward was absent. Jan Peterson was invited to attend since she has agreed to be nominated to fill the Secretary position on the Board for the next three-year term beginning April 1, 2017. Lindsey Wulff and Mary Guccini attended. Lindsey asked to be added to the agenda to express some of his concerns, and he invited Mary to attend as well.

2. The Agenda was reviewed and adopted as written.

3. The Minutes from our last meeting on December 5, 2016 were approved.

4. John reviewed the Financial reports and explained a new Income and Expense format which breaks out the PHA figures by month. Income and Expenses balance out, and the new format makes it easier to read the details. John explained that people who have purchased a home in the community often have the dues for the current month paid at closing. There has been some confusion as some new people were waiting for an invoice before they paid their dues. The Welcome Packet includes a form to sign up for direct withdrawal through the bank, and the Welcome Liaisons explain the procedure to new people. No invoices are sent out. It is understood that dues are payable from the first day of the month following closing and every month thereafter. ACH is the preferred method of payment. Dues may also be paid in the drop box located in the Community Center. We are in the process of constructing a building that will serve as a Pump House/Maintenance Shop/Work Shop/PHA Storage Facility in the area of the settling pond behind the new houses on Periwinkle Lane. The question of how to fund this project came up. The Board unanimously agreed to let the fund build and show an expenditure in the future budget for 2018 or 2019, when the building will be paid in full.

5. Presentation and Discussion by Board Members

a. Landscape Maintenance . . . Lawns, Trees and Shrubs (Eldon Miller and Dan Colesworthy)

Eldon said he had nothing to report this month.

John updated the Board about his negotiations to find a new company to take care of snow removal and lawn care, since our previous snow/lawn care company ended their commitment before their contract was up. It was difficult to find a snow removal company in mid-December before the first snow storm, and some of our residents were concerned that the former good service was lacking. John interviewed four companies and the snow was removed within a day or two. Dan

suggested some guidelines for ensuring that the back units have access to the street during ice and snow storms. See John's update for contracting for services in the coming year in Section 6.f below. The question of how to take care of chad removal came up. Residents have the option of sweeping the sidewalks themselves or leaving the chad in place in preparation for the next storm. It was decided that we would leave the chad as is, and Shane will blow it off the sidewalks in the spring. Someone suggested that we sweep it up ourselves if we can, and reuse it after the next ice storm.

Dan reported there were ten calls to the Hotline. Calls addressed popped breakers, an air conditioner leak, leaves, bushes, and the amount of money spent on newly purchased treadmills.

b. Facilities Report (Joyce Kurt)

Joyce reported she has received positive feedback following installation of the two treadmills that were recently installed in the Exercise Room. She said that she researched costs before she purchased the machines. The cost of the treadmills was less than our last purchase prices. Joyce had one complaint from a person who was concerned about the care of the new equipment. It is important that people do not use the machines with street shoes on as the small stones and debris damage the mechanism that propels the belts. There are signs posted in the exercise room as reminders, and Joyce asked the person who was concerned about the machines to put a notice on the NextDoor Website and in the Cat Tales. Joyce said she will order two new cables to have on hand for the weight machines and purchase a new flag for the flag pole in front of the Community Center. Joyce will also see that the treadmills are calibrated.

c. Activities Director (Mary Jo Ward)

Mary Jo sent an update of activities since our last meeting, since she is out of town.

74 residents signed up for the Christmas Dinner, which was catered by P.S. Catering. A good time was had by all. Carol Nerverve played traditional Christmas songs and we enjoyed a "snow ball fight."

Shane removed the outdoor Christmas decorations and submitted his hours to John for reimbursement from the PHA.

No one has stepped up to sponsor the traditional January "Soup Night," and so we will not have Soup Night this year.

The next event will be the St. Patrick's Day Dinner on Friday, March 17th.

Catering arrangements have been made through P.S. Catering.

d. Covenants Ombudsman (Scott Nelson)

Scott said he received no inquiries about the covenants this month. He did, however, receive an inquiry about how we will contain the fruit production of the trees in the Village this year. We will try a new hormone application that is not 100 percent successful in eliminating all the fruit, but it is marketed as thinning fruit production. There are two products on the market, and we are considering the one that protects the bees and other insects.

e. Treasurer (Bev Stone)

Bev reported she has reviewed the quarterly books, and has noted no concerns.

f. Secretary (Lee Beasley)

Nothing to report.

6. New Business

a. Concerns as presented by Lindsey Wulff

i. Posting of the Minutes of Board Meetings

The Board of Directors meets every four to six weeks. Lindsey was not aware that semi-annual meeting minutes and financials are posted on the Village at Country Creek Website. He will email Bev Stone, who manages the site for the PHA, and ask for his password. The Board agreed to post the minutes from our Board Meetings along with supporting financial documents for review by the residents of our PHA.

ii. Reconciliation of Maintenance Schedule to the Declaration

Lindsey reported that the trim on some of the houses in Phase I needs to be done more frequently than every three years because the materials available in the past do not weather as well as the paint used in later Phases. John acknowledged that the products available have improved over time.

Lindsey agreed to call the hotline early in the spring each year if he notices the trim is peeling. John estimates there are approximately six buildings in Phase I that need more frequent painting on the white trim on the fascia. John agreed that when the painters are out each year taking care of the scheduled maintenance, they will also take care of any chipping occurring in the Phase I homes. This includes scraping, primer application and finishing.

b. Review of Maintenance Schedule as per the various concerns

John reviewed the Maintenance Schedule and explained the fine points of the document. The Board agreed that the document is clear and informative. The Welcome Liaison packet has a Maintenance Schedule included, which is explained to new residents.

c. Painting of house numbers and address numbers in general

Residents on Marigold Street, Marigold Avenue and Alyssum Court requested that the house numbers on their streets be made more visible. The Fire Department and the City of Fruita are in the process of establishing guidelines regarding the size of the numbers. John believes that if we use three to four inch black numbers, we can maintain the overall look of the community and be in compliance with the proposed standards. The Board agreed that the Association will install the numbers on the posts on the front porches of each single family home. The task will be completed between now and the summertime.

- d. Budget discussion for 2017-18 setting dues at \$130 per month per household
In setting budget figures for 2017-18, John reviewed Shane's payment arrangement. The PHA will hire Shane on as a sub-contractor at \$21 per hour gross. Shane will pay his own taxes under this arrangement. There is a small savings with hiring the new Landscape Maintenance crew, Thompson Enterprise. The Board unanimously approved the proposed budget.
 - e. Planning for elections of new board members to fill positions that will be vacated this year: Horticulture Advisor; Activities Director; Secretary. Jan Peterson has accepted the nomination to serve as secretary. Bob Dominick will be nominated for the Landscape position. No one has taken an interest in the position of Activities Director, so we could see a real drop off in CCPHA sponsored activities. Ballots will be sent out to each household in the community so that voting can take place before the bi-annual meeting on Thursday, February 23, 2017 at 7:00 p.m.
 - f. Status of Landscape Maintenance
John has contracted with Thompson Enterprise for landscaping services in 2017. Josh Thompson has also helped us out with snow removal, but could not commit his crews to do our work until winter of 2017-18. Mike, with Classic Lawns, let us know in the middle of December that he would not be doing snow removal for us this year. He is having health problems. John gave us a little background for Thompson Enterprise. This company contracts out for emergency services such as pump failure or tasks that need immediate attention. There is a cost associated with extra services we request, but John believes the company has a high level of professionalism and will provide prompt service. They will use mulching mowers for the lawn. Replacing organic material allows for using less water in irrigation. We should notice an improvement in water usage requirements and lawn quality within a few years.
 - g. Our next Board Meeting is scheduled for February 20, 2017 at 9:00 a.m.
The Semi-Annual PHA Meeting is scheduled for Thursday, February 23, 2017 at 7:00 p.m.
7. Actions taken by the Board of the Association
- a. Maintenance Shop Reserve Fund Payment will be saved in the Reserve fund account, and recorded as a budget expense when it is paid in full.
 - b. Board Meeting Minutes will be posted on the website along with supporting financial documents at villageatcountrycreek.com for residents to review.
 - c. The proposed budget for the 2017-18 fiscal year was unanimously approved.

8. This meeting adjourned at 11:43 a.m.

Respectfully submitted by Lee Beasley, Secretary