

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

Date: Monday, February 20, 2017

1. Call to Order and Roll Call

The meeting was called to order at 8:58 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 agreed to attend since she will fill the Secretary position on the Board for the next three-year term beginning April 1, 2017.

2. The Agenda was reviewed and two items were added:

- a. The rusting of the lettering on the metal sculpture at the entryway to the Village is not easily readable, and
- b. Will the waterfalls at the pond near the entryway be refurbished?

3. Section 6.c of the Minutes from our last meeting on January 16, 2017 was corrected to read: Residents on Marigold Court, Marigold Avenue and Alyssum Court requested that the house numbers on their streets be made more visible.

4. Brief discussion and review of Financials

John reviewed the Financial reports and noted that the dues column for Period 11 appears to be short, and the reason for that is not all the dues have been paid for the month of February. They are not due until February 28<sup>th</sup>.

John explained that in the area of Landscape Maintenance, there have been changes over the course of this year because Shane was hired on full time after Cody left, and he is being paid as an LLC entity. He pays his own taxes, and there is no payroll expense to the PHA. Shane is paid hourly, and he is under contract to perform certain duties according to his position description. Shane Curtis provides the Association a certificate of insurance as proof that he has sufficient liability coverage to work for the Association.

5. Presentation and Discussion by Board Members

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

Eldon reported that there is a dip in the front yard at 1244 Marigold Avenue. It appears to be a substantial occurrence that will need to be repaired. John will assess the situation.

Eldon is creating a list of trees that need to be replaced in the community.

Valley Grown reported there will be trees available for planting in three weeks. We will wait to replace trees until after the irrigation system is turned on so that there will be water available to support them as they get established. Projected date for water start-up is April 10<sup>th</sup>.

The weather has been milder this year, and so we will have to adjust the timing of the application of fertilizer including the pre-emergent herbicide.

The target date for pruning to be completed is mid-March.

Dan reported there were six calls to the Hotline since our last meeting. Topics addressed were: a moisture problem in a crawl space, chat removal and questions about snow plowing.

b. Facilities Report (Joyce Kurt)

Joyce said there is a safety problem with the front entryway small step from the sidewalk to the patio area. She suggested that brightly colored tape be applied to the step for better visibility.

An exercise DVD video disappeared a couple of weeks ago from the work-out Area. Joyce said she would put a notice on the Nextdoor Website and ask for its return.

There was a request that the hand soap in the bathrooms be replaced with a non-allergic soap.

Joyce noted that when events/meeting are held in the Community Center, the people at the event should remove the trash at the end of the session. We don't have anyone responsible for trash removal, and so residents are asked to take responsibility for removing trash following their events/meetings.

Joyce is in the process of ordering a new flag for the front of the Clubhouse and replacement cables for the exercise equipment.

She reports she has replenished Community Center supplies: Paper goods, batteries, etc.

Joyce requested that Board Members come early, at 3:30, to help set up the room for our Semi-Annual PHA Meeting on Thursday. She will be sure the sound system is working properly.

c. Activities Director (Mary Jo Ward)

Mary Jo said she will be back from her vacation to attend the PHA Meeting on Thursday this week. She reported she has posted a notice to be published in the March issue of the Cat Tales regarding the St. Patrick's Day Dinner on March 17<sup>th</sup>.

d. Covenants Ombudsman (Scott Nelson)

Scott reported that he received a complaint about an old car parked in the driveway at one of the houses on Marigold Avenue. Parking a vehicle outside the garage for extended periods of time does not meet the requirements of the PHA Covenants. Scott will ask the person who is concerned to file a written complaint and leave it in John's office.

The Board will follow up on any complaint filed regarding violations of the covenants.

e. Treasurer (Bev Stone)

Bev reported she has completed her quarterly review of the PHA financials and there were no problems noted.

The Board's recommendation is to post the minutes and financial information on the VACC Website and not on the Nextdoor site to keep the records in one place

for ease in updating and access.

Bev said she is in the process of updating our Website so that it is more mobile friendly.

f. Secretary (Lee Beasley)

Nothing to report.

## 6. New Business

a. Review plans for fence modification at 1109 Primrose Lane.

The Board unanimously approved fenced modifications at 1109 to cut the patio fence back to 4.5 feet.

b. Any further discussion regarding Budget before the PHA Meeting

It was suggested following a discussion of pros and cons associated with providing access to Wi-Fi at our Community Center that we bring the question of level of interest from our residents up at our Semi-Annual PHA Meeting on February 23, 2017.

The Budget for the 2017-18 fiscal year was approved at our last Board Meeting on January 16, 2017. Results of the vote by a majority of residents who attend the Semi-Annual PHA Meeting on February 23, 2017 will finalize the budget for the year beginning April 1, 2017.

c. Getting bids for painting the interior of the Community Center.

We are in the process of getting bids for painting the interior of the Community Center. Our plan is to use a satin finish on the walls and a heavier gloss on the trim. This project will begin after the storage facility is completed and the shelves in the Community Center storage room are cleared. Estimated completion of the storage facility is the end of March. Tile floors will be stripped and polished after the painting is completed.

d. No news on additional Board member. If a volunteer comes forward, that person can be appointed by the Declarant.

There is a rumor that Mary Jo may have a volunteer to fill her position as Activities Director. Mary Jo has agreed to assist her replacement, and she said she would stay on as a member of the Social Committee.

e. VaCC 5 will begin hearings in March and April

Phase 5 will complete the loop from Periwinkle Lane to Primrose Lane.

Phase 6 will extend Periwinkle Lane to the end of the northeast section of the property.

John has completed a structural design of the bridge to be built over the canal to access the proposed parking area for the recreational vehicles. He will enter into negotiations with the superintendent of the irrigation company before the bridge construction is begun.

f. Items for the Agenda of the Spring PHA Meeting on February 23<sup>rd</sup>.

We will consult residents regarding interest in providing Wi-Fi access in the Community Center.

g. Items added to the Agenda:

1. John will assess rusting on the sculpture at the entrance to the Village and ensure that the letters are legible.
2. The pumps that used to provide water for the two waterfalls at the north end of the pond on 18 Road are sealed in cement following several attempts to keep them functioning. While many residents thought they were an asset to our Community, it is doubtful that we will restore them because of the difficulty involved in keeping them in working order.

The pond is dredged as needed. We have dredged it twice already, and it does not have to be done each year. John assesses sludge build up, and he will know when it is time to do it again.

The settling pond is cleaned every year. The settling pond is in the area of the new storage building on Periwinkle Lane. Irrigation comes into the settling pond and the silt settles to the bottom before the water gets to the pumps.

h. Date for next Board Meeting

Our next Board Meeting is scheduled for Monday, March 20, 2017 at 9:00 a.m.

7. Actions taken by the Board of the Association

The Board unanimously approved cutting back the patio fence on 1109 Primrose Lane.

8. This meeting adjourned at 10:14 a.m.

Respectfully submitted by Lee Beasley, Secretary