

Agenda for the Board of Director's
Meeting of the Country Creek Patio Home Association

Monday, April 17th, 2017 9:00 AM

1. Call to Order and Roll Call (Secretary)
2. Review Agenda-Adopt/Amend
 - a.
3. Discussion and approval of Minutes from Last Meeting (March 20th, 2017)
4. Brief discussion and review of Financials
5. Presentation & Discussion by Board Members
 - a. Landscape Maintenance...Lawns, Trees and Shrub (Bob Dominick & Dan Colesworthy)
 - b. Facilities Report (Joyce Kurt)
 - c. Activities Director (Vacant)
 - d. Covenants Ombudsman (Scott Nelson)
 - e. Treasurer (Bev Stone)
 - f. Secretary (Jan Peterson)
6. New Business
 - a. Review plans for fence modification at 1131 Primrose Lane (personal presentation)
 - b. Exterior Light replacement at 1109 Primrose Lane (Joann Christensen)
 - c. Letter concerning dogs off leash. (Consideration of small fenced in Dog Park)
 - d. PHA Board Members on Nextdoor
 - e. Welcome Liason Report / Request for funding of New Resident Gathering / Job description
 - f. Activities Director job description
 - g. Painting the interior of the Community Center
 - h. New Golf Cart
 - i. No additional Board member to replace MaryJo.
 - j. Passage of VACC 5 with the City of Fruita
 - k. Discussion of new RV Parking area
 - l. Possible annexation into the Association of 3.5 MOL acres on the North West of VACC.
 - m. Date for next Board Meeting
7. Actions taken by the Board of the Association
 - a.
 - b.
8. Adjourn

Make motion, Second, in favor, Opposed

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Monday, April 17, 2017 9:00AM

1. Call to Order and Roll Call
 - a. The meeting was called to order at 9:01 a.m.
 - b. Members present: John Moir (JM), Bev Stone (BS), Dan Colesworthy (DC), Joyce Kurt (JK), Bob Dominick (BD), Scott Nelson (SN), and Jan Peterson (JP).
2. Review Agenda – Adopt/Amend - Agenda was reviewed and adopted.
3. Minutes of the last Board Meeting on 3/20/17 were reviewed and adopted via email.
4. Brief review and discussion of Financials
 - JM stated that Financials are straight forward: finished the year with \$261K in revenue that included \$42K in driveway repair, collected almost \$216K in dues. Had a net income of \$4K. This will go fast.
 - This month community center painting, golf cart purchase, and other expenses will start to incur. Driveway repairs: will meet with Primrose residents to explain: possibly do mud-jacking this year and surface repair next year to spread the costs and not be too overwhelming with the management. April we began to make payments to the reserve funds. Reserve fund studies are available.
 - Shrubs – will begin to replace some with shade tolerant shrubs and move them to another location that is more appropriate. Not optimistic that this will work. In range of \$8K for this.
 - Bev can provide more info on financials. No questions on Financials.
5. Presentations and Discussion by Board Members:
 - a. Landscape Maintenance/Lawns, Trees, Shrubs (Dan Colesworthy, Bob Dominick)
 - DC - Hotline calls – 258 calls last year: 74 for lawn & irrigation, 19 structural and were HOA's responsibility, 67 other calls that were mostly resident responsibility but we did what they wanted. April there were 6 calls: 1 sprinkler leak, 1 shrubs & trees, 4 others regarding lawns on north side of homes (shady).
 - BD – Herb & John over see Lawn Service as to what has to be done that week. Sheets are used to keep track of calls to Hotline, designed by Vern. Nothing to report other than Wulff's new shrubs to left of front not coming back very well.
 - JM – Aeration was done last week, done professionally. Three kinds of machines were used. Repair to damaged sprinkler heads will be done this week.
 - Jean Stutler's irrigation was repaired and the depression in yard is gone.
 - JM – a list of acceptable shade loving plants/bushes is being made.
 - DC – Marigold homeowners owns land, but PHA maintains. Replacement of trees/shrubs is at cost to homeowner.
 - JM - Mowing starts this week and grass will look better.

(Catherine Fawcett arrived and did her presentation. See 6a.)

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- JK – requests attention is needed to sloped area on side of Jan Dotson's home – weed control is needed. Procedures were discussed (new spray is being used, let's see how it goes first before sodding area). Jan Dotson should call Hotline regarding this.

b. Facilities (Joyce Kurt)

- Painting of community Center has started. Four people showed up to move books in Library. Finished in about 1.5 hours. Monica and Pam want no help replacing books, they will weed out and do some re-organization. Paul Wulff will take any unwanted books to VA Hospital.
- New American Flag is up, all supplies are stocked.

c. Activities Director (unfilled position)

- Jan Dotson will consider the position once she finishes some personal business.

d. Covenants Ombudsman (Scott Nelson)

- Nothing to report.

e. Treasurer (Bev Stone)

- Bev will review the year's financials in the next few days.
- JM - The Process is: Treasurer reviews financials, sends to the accountant for review, accountant submits for taxes by June 15th.

f. Secretary (Jan Peterson)

- Jan hopes to get the minutes out to members via email for review and approval. Should be within the next 3-4 days. Will send by email to Board members for any adjustments. Then make changes and re-send for approval of Minutes.

6. New Business

a. Review plans for fence modification at 1131 Primrose Lane (personal presentation).

- Catherine Fawcett of 1131 Primrose explained, in detail, her request to add a trellis on the side of her house facing east over the patio for a wisteria vine to follow, rather than climb on the siding of the house. Her explanation clarified the exact location of the trellis to Board Members.
- **The request for fence modification at 1131 Primrose Lane was *APPROVED* under the following conditions:** that the trellis be white in color, that Catherine guide the vine along the trellis as it grows, and that the attachment to the house is temporary.
- JM will send Catherine a letter of approval.

b. Exterior light replacement at 1109 Primrose Lane (Joann Christensen).

- Joann wants to change the 3 exterior lights on her front porch. A black and white picture was presented to show how the fixture would look.

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- Discussion: what are the criteria? PHA has not had this kind of request in the past. Does the PHA want the owners to customize the exterior of their homes? We do with other things like awnings, shades, storm doors.

JM - Traditionally, the answer would be "No" because it's too hard to manage. But the Board can change it's approach.

- ***MOTION (DC) TO DISSAPPROVE REQUEST CHANGING E EXTERIOR LIGHT FIXTURES AT 1109 PRIMROSE LANE. SECOND (SN). DISCUSSION:*** Aging exteriors and fixtures will need to be replaced. A suggestion was made to allowing homeowners to choose from a few styles Bonnie has for new homes to maintain uniformity. Where would residents purchase them? Should the Board determine the dimensions, color of metal, open bottom to allow for bulb replacement, maximum lumens allowed? It is the PHA's duty to monitor this kind of thing. The management of it is huge: review each request and make a determination. The Board must decide how much we want to regulate.

- JM called Joanne. She will bring the fixture she wants (already purchased) to the next Board meeting.

- ***REQUEST WAS TABLED*** until the next Board meeting.

- The topic of possibility of reviewing/making a new policy regarding changing the exterior elements of homes will be added to the agenda of the next Board meeting.

c. Letter concerning dogs off leash (Consideration of small fenced Dog Park)

- Discussion: "anonymous" letter sent to JM regarding dogs in the Village being walked "off leash" by owners (attachment). This discussion included a variety of thoughts and questions including: giving "anonymous" too much power, Fruita Leash Ordinance, dogs under voice control, safety issues, protecting your dog from other dogs, physical connection and mechanism of control of a dog, "premises" vs. "public property" (sidewalks, street), definition of "running at large" when referring to animals, exceptions to the Fruita ordinance (service dogs, hunting dogs, police dogs, dogs in training), enforcing VACC Covenants, as opposed to city ordinances (more stringent would take priority).

- Discussion: VACC has a complaint process: Complaints from residents must follow a set procedure – submit a formal complaint by using Country Creek PHA Violation of the Declarations Report (can be found in the VCC Community Center, on villageatcountrycreek.com and the Documents section of Nextdoor). *The document must be signed by the complainant.* **Board consensus: All the Board can do is acknowledge the complaint, notify resident of violation and state that Animal Control will be called regarding the matter if it continues.**

- Discussion: Should the PHA create a small, fenced dog park for the use of residents? (possible location on the north corner of Sunrose and 18 Road). JP will put out a question on Nextdoor for resident feedback.

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- d. PHA Board members on Nextdoor.
- JP suggested all Board members be on Nextdoor to be informed of community interaction. All but JM are already members of Nextdoor, and Bonnie can apprise JB of any important items.
 - JM requested residents advised to use auto pay for PHA dues to reduce complication of deposits by many methods and timing of deposits.
 - JK requested a "thank you" bouquet of flowers be sent to Shirley Hamilton for being the librarian in the clubhouse for ten years. **APPROVED.**
- e. Welcome Liaison Report / Request for funding of New Resident Gathering / Job description. (Jan Peterson)
- 44 new residents in 30 residencies since June, 2016. All but most recent 3 have been welcomed and given a Welcome Packet. Welcomers have been Jan Dotson and Jan Peterson. All visits have been a very good experience.
 - JP requested funding for a Welcome Reception for new residents. JP would manage invitations, rsvp's, catering, BD commented that he went to a reception and found it enjoyable.
 - It was suggested that Welcome Receptions be done every 6 months.
 - JM agreed and asked for a budget for the reception so the Board could vote on it.
 - Magnetic name badges will be purchased in bulk to reduce price.
 - JM - Welcome Liaison will eventually need to be a Board member with the amount of work and future new residencies and re-sales.
 - Resident list for PHA voting has been made to assure a quorum and proxies were discussed.
- f. Activities Director Job Description
- JP - **MOVE** to Vote to accept job description (attached) with changes in typos and changing wording to Country Creek Patio Home Association. BS – 2nd.
 - **VOTE:** 7 yeas, 0 nays, 0 abstentions. **PASSED.**
- g. Painting the interior of the Community Center.
- Painting started today and will go quickly. (*see 5b.*)
- h. New Golf Cart for PHA
- JM - working nicely.
- i. No additional Board Member to replace Mary Jo Ward.
- No discussion
- j. Passage of VACC 5 with the City of Fruita
- JM projected construction would start somewhere around August 2017.

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- k. Discussion of new RV Parking area
- BD – open a discussion to residents about the RV parking, many have concerns.
 - Limited to about 38 spaces.
 - Bridge over canal and entrance to parking area cannot be changed, as per Plat.
 - Board members should think of the definition of “RV” for future discussion.
 - Further discussion was **TABLED** until the next Board meeting.
- l. Possible annexation into the annexation of 3.5 MOL acres on the North West of VACC.
- JM wanted initial response from Board members on the possible acquisition and annexation of this property. The annexation would have to be brought to the PHA for a vote.
 - Discussion: This 3.5 acres would offer 14 dwelling units, probably detached homes. They would be on a short street, ending in a cul-de-sac. Access would be off Periwinkle - on the west side just past the Sunrose/Periwinkle intersection - where the town already has a right of way for a street. This area is zoned residential. The present area of Village at Country Creek is 55 acres. The added acreage would make it 58.5 acres. Projected possible development would be 2 years.
 - JK - **MOTION FOR VOTE OF BOARD TO PROCEED WITH PRESENTATION TO PHA FOR APPROVAL OF ANNEXATION OF THE 3.5 ACRES TO VILAGE AT COUNTRY CREEK.**
BD – 2nd.
- VOTE: unanimously APPROVED**
- m. Date for next meeting: June 5, 2017

7. Actions taken by the Board of the Association

- a. **APPROVED with conditions:** the request for fence modification at 1131 Primrose Lane
- b. **TABLED:** Request was tabled until next meeting regarding changing exterior light fixtures at 1109 primrose lane.
- c. Complaints from residents must follow a set procedure – submit a formal complaint by using Country Creek PHA Violation of the Declarations Report. Posted on Nextdoor.
- d. **APPROVED:** “Thank you” bouquet of flowers be sent to Shirley Hamilton for being the librarian in the clubhouse for ten years.
- e. **APPROVED:** job descriptions of Activities Director with changes in typos and changing wording to “Country Creek Patio Home Association”.
- f. **APPROVED:** Board to proceed with presentation to PHA for approval of annexation of the 3.5 acres to Country Creek Patio Home Association. Presentation and vote would take place at next PHA meeting **(date?)**

8. Adjourn: 12:15 p.m. (approximately)

Respectfully submitted: Jan Peterson, Country Creek PHA Secretary.