

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

Monday, July 10th, 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 (June 5th, 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. RV Parking new temporary location
 - b. RV Parking regulations
 - c. Darrell Hamilton to be retiring Sandi MacLeod is training for Bookkeeping
 - d. New Board Members
 - e. Near completion of Pump/Workshop building. Pump on line next week
 - f. Commence VACC 5 construction next week
 - g. 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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1. Call to Order and Roll Call
 - a. The meeting was called to order at 9:00 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).
 - c. Visitor Present: Nancy Benzie, resident

2. Review Agenda-Adopt/Amend – Agenda was reviewed and adopted after the following additions to New Business:
 - Discussion of VRBO (Vacation Rental By Owner) in the Village
 - Status of project to add new house numbers to the homes on Marigold, Marigold Ct, and Alyssum Ct.
 - Awning installation at 1202 Sunrose

3. Minutes from last Board Meeting on June 5, 2017 were reviewed and adopted by CCPHA members via email.

4. Brief discussion and review of Financials
 - JM offered a clarification of Maintenance Ind - Contractor 1&2 listed on the Income Statement brought up during the June 5th CCPHA meeting: Herb Wells is 1 and Shane Curtis is 2. JM also pointed out that things are getting back on track after the completion of Community Center interior painting, there were no surprises. Basic tools are being purchased to stock the workshop area of the new Pump House. Regarding Revenue: Income from Community Center rentals is less than last year and Income from Membership Transfer Fees associated with sales/closings of units this year are more than last year.

5. Presentation & Discussion by Board Members
 - a. **Landscape Maintenance, Lawns, Trees, Shrubs Report** (Bob Dominick and Dan Colesworthy)
 - DC – 30 Hotline calls: 12 regarding lawns, 10 for shrubs, 5 for structural issues, and 3 other. All calls are written down. Unless calls are urgent, they will be dealt with on Fridays. When Herb gets calls he puts them on a “list” grouping similar issues.
 - SN brought up watering issue that was announced by Herb at Wednesday Coffee. DC said it seems some areas get more water than others. Check spray heads on open area across from sales office.
 - JM reminded us that the further North on the property is uphill, and gets less pressure. The new Pump House will be online this week and should improve the pressure to help resolve some of the problem.

 - b. **Facilities Report**
 - JK said there is only one rental of the Community Center this month by the Stones on August 12th.
 - JM – icemaker in refrigerator is not working, will check it after this meeting.

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- JK will be away from around July 20 to middle of August. Asked if others can help keep an eye on supplies while she is away.
 - c. **Activities Director Report (Vacant)**
 - No report.
 - d. **Covenants Ombudsman Report (Scott Nelson)**
 - SN - Nothing to report other than research into VRBOs and Declarations. He speak about it later in this meeting.
 - e. **Treasurer Report (Bev Stone)**
 - BS – everything is OK.
 - d. **Secretary Report (Jan Peterson)**
 - JP – having Board Announcements posted in Cat Tales is a good thing. Who gives that info to be published? Answer was Peggy Dorr pulls them from the CCPHA Board Meeting Minutes. Also, JM reviews Cat Tales before it's published and may add to the Announcements.
 - A suggestion was made to, again, add to Cat Tales, something about new residents because there are so many lately: a photo, name, where they are from. All agreed, but no determination on who would take on this responsibility and pass it on to Cat Tales.
 - JP asked who keeps track of unit rentals? JM said Bonnie does. JP offered to help with that as she is the Welcome person.
6. New Business
- a. **RV Parking and new temporary location**
 - JM - Property to North of the Village has been purchased by Sunshine of the Redlands consisting of 3.5 acres. Some of this property will be designated as another temporary parking location for RVs as the permanent RV parking area will not be ready, and Phase V infrastructure of the Village must begin. The temporary area in the 3.5 property will be cleared and leveled along the Western fence line. JM will have the ground scraped where RVs are currently parked and transfer that gravel/dirt to this area in preparation for RVs. As a result, the parked vehicles will have to be moved from where they are currently to north of the composting area, until the ground is ready in the temporary parking area.
 - JM - Must get vehicles moved off of Primrose/Periwinkle (unpaved part) and move to North side of composting area by July 25th. Residents who may be awayat that time must make arrangements or move vehicles earlier.
 - JP presented the list of RVs, trailers, etc. parked. Most residents have called with vehicle information requested.
 - b. **RV Parking Regulations**
 - A lengthy discussion ensued regarding definitions, use of RV parking area, non-RV parking, length of time parked, commercial vehicle parking, assigned parking spots, insurance, seniority of residents and parking, condition of vehicles, and more.
 - Discussion and decisions will continue during next Board meeting.
 - Decisions arrived at and agreed upon by all Board members:
 1. Only *Resident Homeowners* can park in the RV parking area.

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2. One parking spot per residency.
 3. Spots will be first come first served regarding who can use the facility.
 4. There will be a hierarchy to determine what vehicles can park in facility:
 - a. Motorized and trailer homes
 - b. Boats
 - c. Flat be trailers
 5. There will be assigned spots, so upon return from use, the space will be empty.
 6. Parked RVs must have insurance (registered vehicles must have insurance).
 7. RVs must be used for its intended purpose at lease once a year.
 8. RV must be kept in operable condition (tires, engine).
 9. No commercial vehicles can be parked in the RV parking area.
 10. The CCPHA Board has the prerogative to remove any vehicle at its discretion.
- c. Darrell Hamilton to be retiring, Sandi MacLeod is training for CCPHA Bookkeeping.**
- Sandi MacLeod was introduced to the Board Members.
 - Sandi will attend CCPHA Board Meetings quarterly to review and answer questions, unless something unusual happens. June 30th the Quarter ends.
 - Sandi will work closely with Bev Stone, Treasurer.
- d. Discussion Regarding Surety/Fidelity Bond (\$1,500 to \$4,000 per year).**
- If a Financial Manager is not a member of the Board, they must be bonded.
 - JM - Cost of bond would be 1% of \$50,000, or \$500 per year.
 - Financial Manager (Bookkeeper) will be paid between \$250 and \$500/month depending on hours of work submitted.
 - JK – another Budget item must be entered.
 - JM – yes, it will be worked out.
 - JM reminded that the Board Members must be thinking what direction the CCPHA will be moving in the future:
 - Will CCPHA be self-governing?
 - Will CCPHA hire a management person (about \$30K/Year).
 - Will the CCPHA contract a management company?
- e. New Board Members**
- Nancy Benzie, a resident, introduced herself: she is retired form a 30 year career with the State of California, has been on self-governing HOAs before and is interested in being on the CCPHA Board (but not Activities Director). After some discussion by the Board members, DB offered to become temporary Activities Director (being he resigned from Landscape Maintenance due to health issues), and being that Nancy is interested in plants, shrubs and trees, she would be interested in the Horticulture/ Landscape Maintenance Director.
 - Nancy was nominated to the position of Director of Horticulture/Landscape Maintenance, it was seconded, and a unanimous vote of “Yes” was recorded.
- f. Near completion of Pump/Workshop Building. Pump online next week.**
- JM updated the Board regarding the new Pump House/Workshop: originally the concept was that the building be small, but size was added for a needed workshop area. The pump

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install should be complete this week. Access will be via a trail from the canal road. Room for additional storage of CCPHA materials is on the second floor, the building will be heated, have running water when irrigation is on (not potable water), have electricity, and will be secured with a combination lock door.

- g. Commence VACC 5 construction within the next two weeks.**
- JM stated that vehicles must be moved from RV Parking area to north side of composting area so ground prep can begin.
- h. Status of project to add new house numbers to the homes on Marigold, Marigold Ct, and Alyssum Ct.**
- DC asked what the status is of the house numbers that are to be put on these homes for better identification from the street.
 - JM – House numbers will be installed after Primrose Driveway Project has started.
- i. Awning Installation at 1202 Sunrose Lane (Joanne Drake)**
- A written request for approval for an awning installation was submitted by Joanne Drake of 1202 Sunrose Lane, dated June 16, 2017.
 - Board members received the request via email from JM.
 - All Board members approved of the awning installation.
- j. VRBOs (Vacation Rental By Owner) and Village at Country Creek**
- The unit at 1101 Daisy is posted on AirBnB.com as a vacation rental.
 - JM – City of Fruita must approve VRBOs before they can be offered.
 - JM Proposal: A letter be drawn and sent to Ineke Cardora that she is in violation of VACC Covenants, Proposal seconded, Proposal voted on: Yes, unanimously.
 - As per CCPHA Declarations, Section 10.2, Restrictions on Occupancy, VRBOs are not acceptable (see below).
 - JM will draw up a letter and send to Board Members for review before sending.

Section 10.2. Restrictions on Occupancy.

(a) Each occupied Dwelling Unit within the Project shall at all times have as a permanent occupant therein at least one person who is 55 years of age or older (the "Qualifying Occupant"); provided, in the event of the death of a person who was the sole Qualifying Occupant of a Dwelling Unit, the spouse of such Qualifying Occupant may continue to occupy the Dwelling Unit as long as the provisions of the Housing Act and the regulations adopted thereunder are not violated by such occupancy. For purposes of this Section, an occupant shall not be considered a "permanent occupant" unless such occupant considers the Dwelling Unit to be his or her legal residence and actually resides in the Dwelling Unit for at least six months during every calendar year.

(b) Nothing in this Article is intended to restrict the ownership of or transfer of title to any Dwelling Unit; provided, no Owner may occupy the Dwelling Unit unless the requirements of this Article are met, nor shall any Owner permit occupancy of the Dwelling Unit in violation of this Article. Owners shall be responsible for including the statement that the Units within the Project are intended for the housing of persons 55 years of age or older, as set forth in Section 10.1 of this Article, in conspicuous type in any lease or other occupancy agreement or contract of sale relating to such Owner's Dwelling Unit, which agreements or contracts shall be in writing and signed by the tenant or purchaser, and for clearly disclosing such intent to any prospective tenant, purchaser or other potential occupant of the Dwelling Unit. Every lease of a Dwelling Unit shall provide that failure

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to comply with the requirements and restrictions of this Article shall constitute a default under the lease.

(c) Any Owner may request in writing that the Executive Board make an exception to the requirements of this Section with respect to his or her Dwelling Unit. The Executive Board may, but shall not be obligated to, grant exceptions in its sole discretion, provided that the requirements for exemption from the Housing Act would still be met.

Section 10.3. Change in Occupancy; Notification. In the event of any change in occupancy of any Dwelling Unit

as a result of a transfer of title, a lease or sublease, birth or death, change in marital status, vacancy, change in location of permanent residence, or otherwise, the Owner of the Dwelling Unit shall immediately notify the Executive Board in writing and provide to the Executive Board the names and ages of all current occupants of the Dwelling Unit and such other information as the Executive Board may reasonably require to verify the age of each occupant. In the event that an Owner fails to notify the Executive Board and provide all required information within ten days after a change in occupancy occurs, the Association shall be authorized to levy monetary fines against the Owner and the Dwelling Unit for each day after the change in occupancy occurs until the Association receives the required notice and information, regardless of whether the occupants continue to meet the requirements of this Article, in addition to all other remedies available to the Association under this Declaration and Colorado law. Such fines shall be collectable in the same manner as Common Assessments levied against the Lot upon which such Dwelling Unit is located.

Section 10.4. Monitoring Compliance; Appointment of Attorney-in-Fact.

(a) The Association shall be responsible for maintaining age records on all occupants of Dwelling Units. The Executive Board shall adopt policies, procedures and rules to monitor and maintain compliance with this Article, including policies regarding visitors, updating of age records, the granting of exemptions pursuant to Section 10.2(c), and enforcement. The Association shall periodically distribute such policies, procedures and rules to the Owners and make copies available to Owners, their tenants and mortgagees upon reasonable request.

(b) The Association shall have the power and authority to enforce this Section in any legal manner available, as the Executive Board deems appropriate, including, without limitation, conducting a census of the occupants of Dwelling Units, requiring copies of birth certificates or other proof of age for each occupant of the Dwelling Unit to be provided to the Executive Board on a periodic basis, and taking action to evict the occupants of any Dwelling Unit which does not comply with the requirements and restrictions of this Article. EACH OWNER HEREBY APPOINTS THE ASSOCIATION AS ITS ATTORNEY-IN-FACT FOR THE PURPOSE OF TAKING LEGAL ACTION TO DISPOSSESS, EVICT OR OTHERWISE REMOVE THE OCCUPANTS OF HIS OR HER DWELLING UNIT AS NECESSARY TO ENFORCE COMPLIANCE WITH THIS ARTICLE. Each Owner shall fully and truthfully respond to any and all requests by the Association for information regarding the occupancy of his or her Dwelling Unit which in the judgment of the Executive Board are reasonably necessary to monitor compliance with this Article.

(c) Each Owner shall be responsible for ensuring compliance of its Dwelling Units with the requirements and restrictions of this Article and the rules of the Association adopted hereunder by itself and by its tenants and other occupants of its Dwelling Units. EACH OWNER, BY ACCEPTANCE OF TITLE TO A DWELLING UNIT, AGREES TO INDEMNIFY, DEFEND AND HOLD THE ASSOCIATION HARMLESS FROM ANY AND ALL CLAIMS, LOSSES, DAMAGES AND CAUSES OF ACTION WHICH MAY ARISE FROM FAILURE OF SUCH OWNER'S DWELLING UNIT TO SO COMPLY.

Section 10.5. Use Restrictions. Each and every Lot shall be used and occupied in accordance with the following covenants and restrictions:

(a) Use of Lots. Each Lot shall be used for single family residential purposes only. No buildings, structures or improvements shall be used for any business, commercial or professional use unless: (i) such activity is

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subordinate to the residential uses of the structure; (ii) the activity is conducted by the persons who reside on the Lot where such structure is located and not more than one person residing elsewhere; (iii) the activity is substantially contained within the Dwelling Unit or accessory structure; (iv) the activity does not result in any objectionable noise, fumes, dust, smoke, electrical disturbance, or traffic volumes in the immediate neighborhood.

7. Actions taken by the Board of the Association:

1. Notice to relocate RVs from present location to temporary location North of composting area will be put out to residents via Cat Tales, Nextdoor and Coffee.
 2. Work has begun to establish RV Parking regulations for the permanent RV Parking area.
 3. Sandi MacLeod will replace Darrell Hamilton as Bookkeeper/Financial Manager
 4. A \$500.00 per year Surety/Fidelity Bond will be drawn to cover Sandi.
 5. Nancy Benzie has been voted on and is the Director of Horticulture/Landscaping Maintenance.
 6. Bob Dominick has moved to the position of Activities Director
 7. VACC 5 will commence in two weeks
 8. House numbers on Marigold and Alyssum will be installed after Primrose Driveway Project is started.
 9. Awning installation at 1202 Sunrose Lane was approved.
 10. VROBs in Village at Country Creek are deemed unacceptable and in violation of Declarations. A letter stating of violation of covenants will be sent to Ineke Cardora of 1101 Daisy Lane.
 11. Date of CCPHA Semi-Annual Meeting: Thursday, *September 28, 2017*
 12. Date of next Board Meeting: *August 14, 2017*
8. **Meeting adjournment:** JK moved that meeting be adjourned. Seconded. In Favor – all. Meeting adjourned 11:40 a.m.

Respectfully submitted: Jan Peterson, Secretary, CCPHA

1202 Sunrose Lane

Fruita, Colorado 81521

June 16, 2017

To: VCC HOA Board

Ladies and Gentlemen:

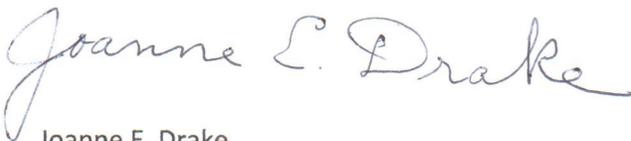
Enclosed are pictures two views of the proposal from Canvas Products (580 25 Road, Grand Junction, CO 81505) for a retractable awning on my unit at 1202 Sunrose Lane.

It is the Nulmage - 7700 product, 19'-9" by 8'-6" projection, motorized, with a 15 year limited warranty. The fabric type and color is Sunbrella Forest Green and Beige - # 4932, with a ten year warranty and a scalloped valance.

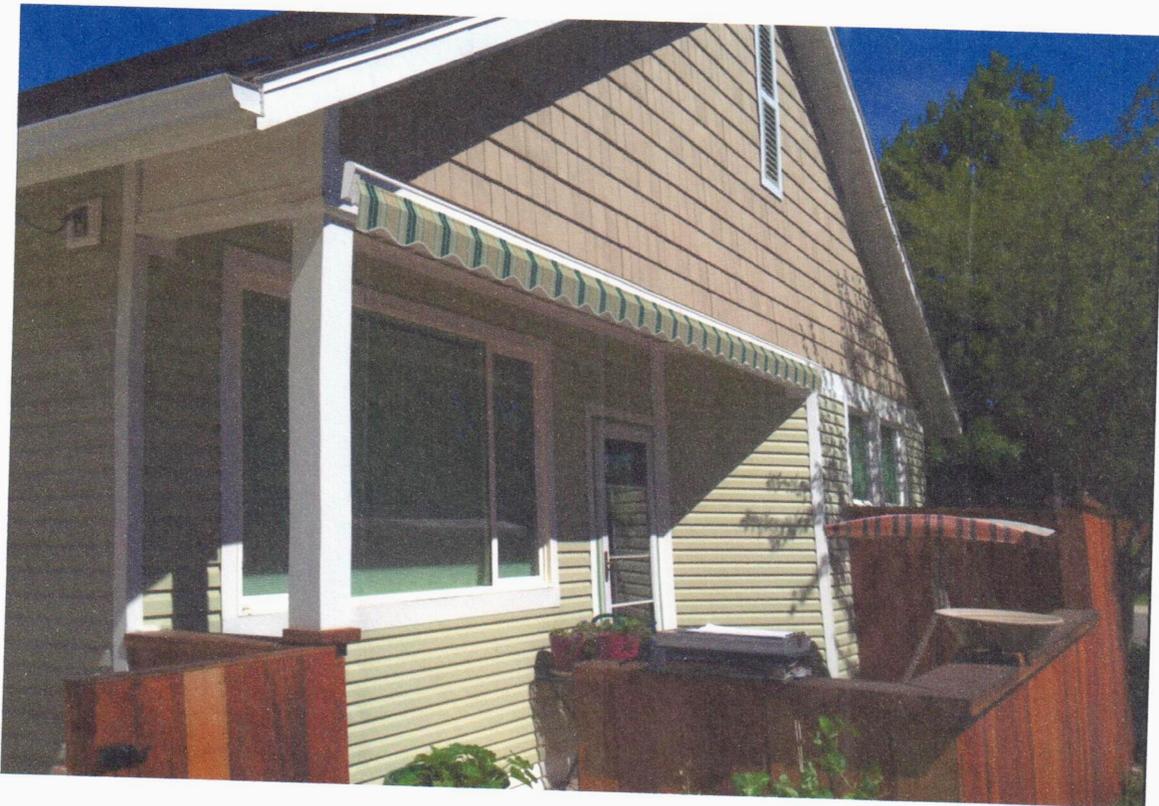
I would appreciate prompt written notice of the Board's acceptance or rejection of my plan to accept this proposal

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Joanne E. Drake". The signature is written in black ink and is positioned above the printed name.

Joanne E. Drake



Closed

1202 Sunrose Lane

Retractable Awning - Nulmage 7200 19'-9" x 8'-6" projection
from Canvas Products

1202 Sunrose Lane

Joanne Drake

