

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

Monday, August 14th, 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 (July 10<sup>th</sup>, 2017)
4. Brief discussion and review of Financials
5. Presentation & Discussion by Board Members
  - a. Landscape Maintenance...Lawns, Trees and Shrub (Nancy Benzie & Dan Colesworthy)
  - b. Facilities Report (Joyce Kurt)
  - c. Activities Director (Bob Dominick)
  - 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. Schedule for trimming shrubs/bushes, trees and regular maintenance.
  - d. Cleaning the pond at VCC entrance
  - e. Start date for Primrose driveways/numbers on Marigold houses - follow-up
  - f. Maintenance of Geothermal units (as per AC and Furnaces on other units twice a year)
  - g. Special Assessment
  - h. Comments from Lindsey Wulff
  - i. Discussion Regarding Surety/Fidelity Bond (\$1,500 to \$4,000 per Year)
  - j. Process for Expansion of Future Phase
  - k. Completion of Pump/Workshop building.
  - l. Commence VACC 5 construction within next two weeks
  - 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*

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

Monday, August 14th, 2017 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. Present: John Moir, Jan Peterson, Bob Dominick, Joyce Kurt, Nancy Benzie, Scott Nelson
- b. Absent: Dan Colesworthy, Bev Stone.

2. Review Agenda-Adopt/Amend

- a. Agenda adopted as is.

3. Discussion and approval of Minutes from Last Meeting (July 10th, 2017)

- a. Last meeting minutes approved by all members via email

4. Brief discussion and review of Financials (John Moir)

- a. JM : almost caught up with PHA dues. Transition from \$120 to \$130 a month takes time for every one to get used to.
- b. Transfer fees are higher recently because more homes have been sold. There are no homes for sale in the Village at this time.
- c. Since JM's office is not in the Clubhouse anymore, do we want to continue to make internet (that was for his business) available to residents in the clubhouse? JK suggested making internet available to residents on a trial basis of 6 months. It would be an "open" internet, with no password. JM suggested that we ask residents at the September Semi-annual meeting if they want it/would use it. NB said tracking of usage can be done to see if it's being used.

5. Presentation & Discussion by Board Members

**a. Landscape Maintenance...Lawns, Trees and Shrubs (Nancy Benzie & John Moir)**

- No report on calls to the Hotline, DC absent.
- JM explained the time line for some Landscape and Maintenance:
  - Big pruning is done in the winter.
  - Fence oiling in August
  - Some weed pulling and pruning done in August
  - The new pump house is online and some adjustments may have to be made due to a slightly higher pressure. Residents should call the HOTLINE if adjustments need to be made.
  - The Emerald Ash Bore is moving this way from the mid-west. It is very destructive to ash trees. The Village has many ash trees that may be effected. There are some preventative actions that can be taken: removing and replacing every other ash tree with a resistant tree ( some types of maples do well in our area); using a systemic application to each tree. This systemic treatment is expensive. Board must be prepared to make a decision on how to handle this coming problem.

**b. Facilities Report (Joyce Kurt)**

- JK reported that all is going well.
- There will be a rental of the Community Center on September 24, 2017.
- JK requested that the two light poles in the parking area be painted.

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

- JM mentioned that the parking area light will be changed.
- JK said the cleaning of the Clubhouse seems to be going well.

**c. Activities Director** (Bob Dominick)

- BD said he believes it is Marigolds turn to host the Village Progressive Dinner. He has not had an opportunity to speak with Mary Jo about the organization of progressive dinners. To his knowledge, no one has stepped forward to be the “organizer” for the Marigolds residents to host the dinner. He will make some phone calls to see if there any developments.

**d. Covenants Ombudsman** (Scott Nelson)

- SN reported that a resident inquired about how the Village will be transitioning when JM is no longer President of the PHA Board to the future management changes to: self-managing Board, etc. Different options were discussed.
- JM - It would cost approximately \$15/month/home for the Village to pay a management company. Any management company must be registered by the State of Colorado.
- NB stated we are on the “threshold” of this change and should start to gather information.
- SN said he would start to gather information on local management companies and pertinent details.

**e. Treasurer** (Bev Stone). *Absent.*

**f. Secretary** (Jan Peterson)

- More residents are using Nextdoor.
- Welcome visits are going well.

6. New Business

a. RV Parking new temporary location

- JP - Many thanks to Terry Rowe for his help in lining and numbering the spaces.
- Residents are asked to travel slowly along the driveway from 18 Rd so as not to create too much dust for the bordering Village residents. ***Please put in Cat Tales.***

b. RV Parking regulations - *Tabled until next meeting.*

c. Schedule for trimming shrubs/bushes, trees and regular maintenance. - already discussed during Landscape and Maintenance.

d. Cleaning the pond at VCC entrance

- JM - Usually isn't done until sediment is about 12” deep. It is about 4” deep now.

e. Start date for Primrose driveways/numbers on Marigold houses - follow-up

- JM - The numbers for the houses on Marigold were ordered and have arrived. Terry will be installing them over the next month.

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

- JM - Driveway work on Primrose will be in October. Residents will be asked to park in the street when work is being done in their space. Within 4-5 hours after work is complete, residents will be able to go back on to their driveways.
  - A motion was made, seconded and unanimously passed with a quorum: The PHA Board will proceed to see PHA property is maintained in “good condition”. PHA Board also voted to have all the driveways repaired even though there are several homeowners who would prefer not to have the work done. We can offer some financing options if there is a need.
- f. Maintenance of Geothermal units (as per AC and Furnaces on other units twice a year)
- JP often gets questions regarding the PHA maintenance of heating/cooling units of residencies. She requested an explanation of the difference systems and their maintenance.
  - JM explained: There are four types of systems in the Village:
    - Boiler/Evaporative Cooling: The evaporative cooling system gets serviced when it is turned on and off for the season (outside covers changed, water turned on or off, interior covers removed/replaced and system tested. Approx. cost to PHA: \$120/unit.
    - Boiler/Refrigerated Forced Air: Serviced one time per year in the Spring when AC is checked. Approx. cost to PHA: \$120/unit.
    - Ground Sourced Head Pump (aka geo-thermal): Serviced one time per year in the Spring, a technician checks the system and replaces filters (filter paid for by resident, can also be changed by resident). Approx. cost to PHA: \$120/unit.
    - Air-to-Air Heat Pump with 2 zones: Serviced one time per year. Technician checks system and replaces filters (filter paid for by resident, can also be changed by resident). Approx. cost to PHA: \$120/unit.
- g. Special Assessments
- JP inquired if there had ever been a special assessment for the Village. JM said no, but it is one way to finance funds needed by the PHA.
- h. Comments from Lindsey Wulff
- The Board discussed communication received from Mr. Wulff. All inquiries, comments or suggestions should be presented to the Board in writing or in person at a Board Meeting. Contact a Board member to let them know if you plan on attending a Board meeting.
- i. Discussion Regarding Surety/Fidelity Bond (\$1,500 to \$4,000 per Year)
- JM will get a firm number for the Surety Bond for Sandi MacLeod, the new Financial Manager for the PHA. At the next board meeting, JM will present the number for a vote.
- j. Process for Expansion of Future Phase
- JM purchased 3.5 acres to the North of and adjacent to the Village. He would like to expand Village at Country Creek to include that acreage. A plat will be taken to the City of Fruita for review. Upon acceptance from Fruita, the final plat will be presented to the residents along with a Supplement to the Declarations for a vote on expansion.

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

- k. Completion of Pump/Workshop building.
  - With the new pump online, residents should see greater pressure from the irrigation system in the Village. Some spray heads may need adjusting due to higher pressure. Residents should call the Hotline and leave a message if adjustment is needed.
- l. Commence VACC 5 construction within next two weeks. Infrastructure and roads will begin.
- m. **Date for next Board Meeting: September 5, 2017**

**7. Actions taken by the Board of the Association**

- a. Community Center will be rented on September 24, 2017.
  - b. The light poles in front of the Community Center will be painted.
  - c. Password protected Wi-Fi access will be available to residents in the Community Center on a trial basis.
  - d. Village Progressive Dinner this year on Friday, Sept. 29<sup>th</sup> at 5PM.
  - e. Research will begin on information about PHA management companies for future CCPHA needs.
  - f. House numbers have been delivered and installation should begin for Marigold area residents over the next month.
  - g. Driveway work on Primrose will be in October. Residents will be asked to park in the street when work is being done in their space. Within 4-5 hours after work is complete, residents can use their driveways.
  - h. Inquiries, comments or suggestions should be presented to the Board in writing or in person. Let us know if you plan on attending a Board meeting.
8. Meeting Adjourned at 11:30 a.m.

*Respectfully submitted: Jan Peterson, Secretary, CCPHA*