

CCPHA BOARD OF DIRECTORS MEETING MINUTES

2-12-18

1. Call to Order and Roll Call (Secretary)

- a. Meeting called to order at 9:04 a. m.
- b. Board members present: John Moir, Jan Peterson, Bev Stone, Nancy Benzie, Carole Johnson, Joyce Kurt, Dan Colesworthy, Scott Nelson

2. Review Agenda – Adopt/Amend

- a. Agenda adopted as is.

3. Discussion and approval of Minutes from Last Meeting (January 8, 2018)

- a. Last meeting minutes unanimously approved by all members.

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

- a. JM – nothing unusual to report regarding financials
- b. Shane is now a “contractor” hired to cover tree and shrub maintenance, and has his own LLC.

5. Members presentation to the Board

- a. None

6. Presentation & Discussion by Board Members

a. Landscape Maintenance...Lawns, Trees and Shrubs (Nancy Benzie, Dan Colesworthy)

1. NB - Shane completed pruning of all shrubs. Shane’s assistant, Easton, follows and cleans up debris.
2. NB - Shane’s next project is to prune ornamental trees between the homes.
3. DC - there were 8 calls to the Help Line since the last BOD meeting. No major problems.

b. Facilities – (Joyce Kurt)

1. JK had a discussion with a person at the Fruita Post Office regarding increasing the number of parcel boxes we have for residents. Not sure who pays for the additional parcel boxes: CCPHA or USPS. JK will check USPS policy.
2. JK was unable to prepare the RV rental agreement for this meeting as promised.
3. There are three rentals of the Community Center scheduled at this time:
 - a. 3-5-18
 - b. 3-16-18 (CCPHA St. Patrick’s dinner)
 - c. 6-10-18
4. JM said the message board for next to the Marigold mail boxes has been ordered.
5. The carpets in the Community Center have been cleaned.
6. The bulbs in post box pavilion will be changed to LEDs. Saves energy and last longer.
7. There have been no complaints of the breaker #16 flipping off.
8. The recumbent bicycle seems to be working well lately.

c. Activities Director – (Carole Johnson)

1. Soup Night was successful. There were 52 attendees.
2. A new catering company has been found - Berna B’s. They will be catering the St. Patrick’s Dinner.
3. We may use DJ’s Catering in Fruita for the 4th of July Barbecue.
4. The Social Committee has an activity for every other month.

d. Covenants Ombudsman (Scott Nelson)

1. Nothing to report.

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e. Treasurer (Bev Stone)

1. The books have been reviewed and all's well.
2. The PHA dues are debited from banking accounts around the 15th of each month.

f. Secretary (Jan Peterson)

1. There is a new 3-ringed binder in the Community Center lobby to hold minutes from the PHA BOD meetings. Minutes posted on the bulletin board are accumulating too much for thumbtacks to hold.

7. New Business

a. Review Landscape Maintenance Proposals

1. JM – There have been 3 proposals for lawn care for 2018: Thompson (last year's lawn care company), Deep Creek, and All Phase Lawns. Deep Creek is comparable to Thompson. All Phase Lawns is a smaller family-run business, and they said they would love to care for the Village. All Phase uses liquid aeration (enzymes sprayed onto grass that decomposes the thatch) and two new mulching mowers. All Phase partners with Stable Ease during the winter snow removal and icing control (laying of chad on sidewalks for a small charge).

b. Snow removal contract for 2018-19

1. Stable Ease works with All Phase and has three charges for snow removal, depending on the snow depth. They do not charge a retainer for the snowy months.

At this point the Board of Directors voted and agreed to contract for 2018-19 All Phase Lawns for lawn maintenance and Stable Ease for snow removal.

c. Tracking of work done by Shane and others.

1. JM – Shane submits a written invoice of that work he does. It was suggested that Shane attend the Semi-annual meeting so residents can see who he is.
2. Shane seems to be pulled away from his work to do "side jobs" which impacts his time. These "side jobs" will disappear. Fridays are the days Shane will schedule or attend to Help Line calls. An announcement will be made at the Semi-annual meeting for residents to leave a message on the Help Line. If Shane is flagged down M-Th, he may tell residents to call the Help Line to get work done.

d. Additional column to be included in Cat Tales Newsletter

1. A small area will be added in Cat Tales called "Did You Know", to disseminate information to residents as a reminder of a covenant or other general information.

e. Design review of request at 1121 Primrose

1. A request was submitted that encompassed several exterior changes:
 - Extending the size of the cemented patio.
 - Additional awning installed for over the cement patio extension.
 - 2 small wired windows in fencing for dog.
 - A gate at the top of sidewalk railings to front porch.
 - Sun tube installation on roof.
2. Discussion ensued: There are complicated and expensive reasons that patios cannot be enlarged. The homeowner owns the original patio area. It is platted to that home. Anything outside that plat belongs to the PHA. If a resident wants to enlarge a patio, they have to have several complicated steps take place, including changing the plat for that home and purchasing that new area from the PHA. The Board members motioned on, seconded and did not approve the request as submitted due to the patio extension. The sun tube did not need approval from the ARC. The Board will ask for separate requests regarding the gate and windows in the fence.

f. RV Parking regulations formal adoption as Policy, update.

1. Tabled to next meeting.

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g. Primrose Driveways follow up and proposal to Homeowners

1. JM explained the current status of driveway repair issues concerning quad 1102-1108 Primrose. The foundation repair company representative and John reviewed the unsatisfactory work done to the driveway and worked on a verbal agreement to a remedy. The repair company agreed to: clean and caulk seams, clean and caulk center line, attempt to remove poly stains, re-tilt the back of the second stone to eliminate the trip hazard, credit back \$600. Two stones may need to be replaced.

h. Budget proposal for 2018-19 further discussion

1. There was little discussion. The Budget for 2018-19 was approved at the January Board meeting, The approved budget will be brought before the PHA residents for approval at the Semi-annual PHA meeting on Feb. 28th.

i. Addition of rowing machine to the Exercise Room.

1. DC is donating his rowing machine to the exercise room. The Board members decided where to place it in that room.

j. Findings from the roof inspection process completed.

1. Shingles are breaking down on certain roofs, looking into warranty
2. JM is applying for relief from Tamco for the affected roof shingles to be repaired, sending photos, estimates, etc. as requested. JM suggests the PHA send an attorney's letter to TAMCO about the failing shingles, and ask "What are you going to do about repairs?" TAMCO has replaced shingles for other similar situations. More to come....

k. Exterior home repair process

1. Discussion of painting at 1225-1231 Sunrose (4 Units),
2. JM is getting bids to paint and repair the 4 units of the quad. Sunshine of the Redlands will finance the painting due to manufacturer being out of business.

l. Agenda items for Semiannual Meeting.

1. The Agenda for the Semi-annual meeting is similar to the BOD meetings.

m. Date for next Board Meeting

1. *Monday, March 12, 2018*

8. Actions taken by the Board of the Association

- a. All Phase Lawns and Stable Ease will be contracted for lawn maintenance and snow removal for 2018-19.
- b. An additional space will be added to Cat Tails for resident reminders, called "Did You Know".
- c. The ARC will as for resubmission of gate installation at top or railings at front porch by resident at 1121 Primrose. The sun tube did not require approval. The patio extension request was not approved.
- d. A rowing machine will be added to the exercise room.

Adjournment at 11:15 AM

Respectfully submitted, Jan Peterson, CCPHA Secretary