

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

Monday, May 7, 2018 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. Board members Present: John Moir, Jan Peterson, Joyce Kurt, Scott Nelson, Bev Stone, Dan Colesworthy, Carole Johnson, Nancy Benzie

2. Review Agenda-Adopt/Amend

- a. Add to agenda: Joann Christensen
- b. Add to agenda: Bill Losey

3. Discussion and approval of Minutes from Last Meeting (April 9th, 2018)

- a. Motion made to approve minutes from 4/9/18 BOD meeting, seconded, voted on and motion passed.

4. Members presentation to the Board

- a. Susan Cramer, 1108 Sunrose Lane
 - i. Inquiring about front storm door replacement. Any restrictions to replacing present broken storm door (ie. Color, type)
 - 1. BOD answer: color should match unit, white is always acceptable. Suggests using measurements of current door for replacement door.
- b. Joann Christensen, 1109 Primrose Lane
 - i. Wants clarification on several issues:
 - 1. Was under the impression that all exterior care was taken care of.
 - 2. Wants to know who put the distance of 4 feet from sidewalk restriction for dogs printed in May issue of Cat Tales. The trickle effect of that statement has created bad actions and comments between residents. Can anyone add items to Cat Tales with out verification from someone? Who proofs Cat Tales?
 - a. Should a common area be designated to allow dogs off-leash for exercise, interaction, playing, socializing, etc.?
 - b. Wants to see an apology in Cat Tales for the "fake news" that caused great confusion.
 - c. Board should consider a dog park, or policy regarding how to control dogs while off-leash.
 - 3. She is still confused about the rules of the PHA. No one seems to be sure about them and who takes care of what.
 - a. Her front wood rails are stained with black and are unsightly; there are no shrubs around utility boxes in front of her unit; her shrubs are a disgrace; gutters are overflowing. She feels that these types of things should be automatically taken care of – that she should not have to call the HelpLine. The PHA needs more people looking out for and taking care of things.
 - ii. Comments from Board members
 - 1. Gutters are cleaned once a year after leaves fall.
 - 2. Maintenance cannot be personalized for each unit.
 - 3. PHA must consider services vs. cost of living here. PHA tries to keep it conservative.
 - 4. Plant replacement typically done in May, on Tuesdays and Wednesdays.
 - 5. Lilacs pruned after flowering.

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

6. How lawn service works was explained.
 7. Calls to HelpLine and how they are dealt with were explained.
 8. Roles of contractors (Herb and Shane) were explained.
 9. The Board is aware of the grass issues along Primrose – it will take a season to correct.
 10. Hiring additional maintenance personnel would have to be budgeted, and would in effect, raise the monthly dues. If this kind of budgeted item was to be added to the annual budget, it would have to be voted on in the February Semi-annual PHA meeting.
 11. PHA Board Guidelines and Policies locations (*under Documents on the villageatcountrycreek.com web site, on Nextdoor under Documents, in the Village Community Center*) were pointed out and they were created in an effort to clarify homeowner vs. PHA responsibilities.
- c. Bill Losey, 1117 Primrose Lane
- i. He thinks the “abandoned” 5th wheel parked in the RV Parking area should be removed: no registration in 10 years, it is being stored there, filled with junk, possibly rodents.

5. Presentation & Discussion by Board Members

- a. Landscape Maintenance...Lawns, Trees and Shrub (Nancy Benzie & Dan Colesworthy)
 - i. NB - Forsythia bushes won't be trimmed unless homeowners call the HelpLine and request it. Put in Cat Tales.
 - ii. Other information – see attached notes from NB.
 - iii. DC – 14 calls in April to HelpLine for landscape issues.
 1. Herb listens to HL calls: writes down time and date of call, what the issue was, what was done and when it was done.
- b. Facilities Report (Joyce Kurt)
 - i. Community Center rentals: No rentals in May; June has 3 rentals: 9th, 10th and 23rd; July has one rental: 28th.
 - ii. Gravel on walking path is getting muddy. JM – no more gravel needs to be added, it just needs to be “re-worked”.
 - iii. Rope for flagpole needs replacing: 110 feet @ .60 a foot.
 - iv. Stripes on parking lot in front of Community center need to be re-painted. Sealed then lined? JM – work done in the past was Rainbow asphalt. JK will call.
 - v. The parking lot lights were fixed.
 - vi. Lock to front door of Community Center was fixed – it was hard to lock/unlock.
- c. Activities Director (Carole Johnson)
 - i. Next activity will be Memorial Day Picnic. Residents bring their own meat to grill, and a dish to share. Sign-up sheet will be used.
 - ii. June 9th will be the Community Garage Sale. Residents participating should sign-up.
 1. Advertisement by Bonnie in GJ Sentinel.
 2. Residents put goods on front lawns.
 - iii. July 4th Picnic – will be catered. Residents only (except for caregivers).
- d. Covenants Ombudsman (Scott Nelson)
 - i. SN – nothing to report.
- e. Treasurer (Bev Stone)
 - i. BS - still investigating commercial CD's and savings accounts for higher interest.

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

- ii. JM – look in to length of time. Should make a “laddering” plan, with possibly 6, 8, 12 months.
- iii. BS will create a laddering plan for next meeting.
- iv. Question: who will administer this?
- f. Secretary (Jan Peterson)
 - i. JP - nothing to report.

6. New Business

- a. Communication between the residents and the Board (including those responsible to the Board).
 - i. JP feels we need to improve communication between all aspects of CCPHA: Board members, residents, service people. Cat Tales and Nextdoor are one way to communicate. Inviting residents to Board meetings is great. Those residents requesting to address the Board, future forward, must be put on the Agenda, and be informed they are limited to a 5-10 minute presentation, along with possible solutions.
- b. Letter from Gladys Burdette regarding painting of her trim (color).
 - i. Requesting a follow-up from last summer: original paint color be matched on trim of front and patio doors and painted. Also requesting front and patio doors be painted, and her cost to do the painting of doors. The garage door trim has not been painted in 10 years, should be done too. Please coordinate painting time with her so she can be home.
 - ii. Herb will get in touch with Gladys.
- c. Edging of sidewalks and steps by All Phase
 - i. JP – difference between edging and trimming. Feels All Phase is edging incorrectly, leaving grass along sidewalks and steps too short and browning. Sidewalks and steps should be trenched.
 - ii. JM will speak with Herb and Shane about this.
- d. Notification to residents regarding postponement of permanent RV Parking area.
 - i. Put “pending” in Cat Tales, regarding the permanent RV Parking area.
- e. Resident concern regarding Little Salt Wash and dead undergrowth/trees and possibility of fire hazard.
 - i. JM - Concerned residents should call the Town of Fruita. They maintain all city-owned waterways and trails.
- f. Watering cut backs for VACC irrigation
 - i. JM - Because we are experiencing severe drought conditions, it is possible that the water supply from the irrigation canal will be limited, and may be cut back in July and August to 50%. The Village will see those effects in lawns and shrubs. (put in Cat Tales)
- g. Screened in Porch request (1114 Sunrose Lane) Karen Hutchinson
 - i. This unit is an Applewood, the only unit with a “nook” on the front porch.
 - ii. There are two other Applewoods in the Village that have nooks screened in: one was never approved and is in violation, the other was approved with a screen that raises up, like a garage door, and was approved with the stipulation that it be removed upon sale of the unit.
 - iii. There was a motion to approve this request, there was no second.
 - iv. JM will send a letter to Karen with the details.

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

- h. Stepping stone placement request (1207 Sunrose Lane) Lori Ball
 - i. Lori is requesting to install two paths of steppingstones: one from her patio gate to open space behind her unit, and the other from the hammerhead parking area to the open space behind her unit.
 - ii. Discussion reviewed Policy #4 Guidelines for Modification and Usage of the Area Around Dwelling Units.
 - iii. NB – Motion made to approve one pathway from patio gate to open space as long as the stones used conform to Policy #4. Motion was seconded, voted on and passed.
 - iv. JM will send a letter to Lori.
- i. Address number request for back houses (1108 Buttercup) Billie Jacobsen
 - i. This topic has been previously discussed regarding posting street numbers for the quad units
 - ii. JM - the numbers must meet the Fire Department's code of 4" numbers. It would cost approximately \$250 installed per quad. Must budget approximately \$4K. Further discussion to come.
- j. Computer issue resolved for Cat Tales computer thanks to Howard Webb
 - i. Howard Webb was able to clean up the existing computer and install updated software.
- k. Follow up on the Driveway Repairs at 1102-1108 Primrose
 - i. Work has been completed, one unit is fully paid, one is making payments, and two are not paid. Those owners who are disregarding their obligation will face a lien being put on their property for the amount owed.
- l. Looking at more driveway repairs for summer 2018.
 - i. Inventorying work to be completed.
- m. Follow up on placement of reserve funds for increased rate of return
 - i. Discussed in 5e of this meeting.
- n. RV Parking Regulations
 - i. Letter from Pete Knoll
 - 1. Tabled to next meeting
- o. Roof Shingle Warranty with Tamco...Process moving forward.
- p. Letter from Pfitzner at 1112 Buttercup
 - i. This letter complained about inconsiderately loud neighbors.
 - ii. The letter was discussed and it was decided that the Board will not get involved with neighbor conflicts. Neighbors are encouraged to speak to one another if there are conflicts.
- q. Date for Next Board Meeting : June 18, 2018

7. Actions taken by the Board of the Association

- a. Approved request for steppingstones with conditions for 1207 Sunrose.
- b. Add to June Cat Tales:
 - i. Walking of dogs is not restricted to a specific distance from the sidewalk, however residents walking dogs should be considerate of the proximity to buildings and windows, as well as cleaning up after your dog.
 - ii. Forsythia shrubs will ONLY be trimmed if residents call HelpLine to trim them.
 - iii. We are experiencing severe drought conditions. It is possible that the water supply from the irrigation canal will be limited. Irrigation water may be cut back in July and August to 50%. The Village will see consequential effects in lawns and shrubs.
 - iv. The permanent RV parking area for residents is now *pending*.

**Minutes for the Board of Director's
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- v. The Board welcomes residents who want to sit in on open Board meetings. If residents wish to speak with the Board, please contact a Board member to be added to the agenda, limit your presentation to 5 minutes, and offer possible solutions if needed.

8. **Adjourn** : Moved, seconded, vote taken, approved. 11:40 AM

Respectfully submitted, Jan Peterson, CCPHA Secretary