

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

Monday, October 22, 2018 9:00 AM

1. Call to Order and Roll Call (Secretary)

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

2. Review Agenda-Adopt/Amend

- a. DC suggested the Board consider discussion the how many members it actually needs.
 - i. Will be added to a future meeting agenda.
- b. Add three items to Members Presentation to the Board:
 - i. Backland window ARC request,
 - ii. Peterson ARC plant removal/replacement request.
 - iii. Jerry Toft:
 - 1. Support for BS on laddering of CDs and Edward Jones.
 - 2. Concern for non-compliance of residents on proof of comprehensive and liability home insurance.
- c. Amended agenda approved.

3. Discussion and approval of Minutes from Last Meeting (September 10, 2018) and the Minutes from the Association Meeting dated (September 20th 2018)

- a. DC moved to accept minutes from Sept. 20th meeting, seconded, voted on and passed.

4. Members presentation to the Board

- a. Backlunds of 811 Alyssum Ct., ARC request to replace windows in their unit.
 - i. Backlunds sent all ARC documents to JM
 - ii. Short discussion by Board members
 - iii. Request was approved by all Board members
 - iv. JM will send them a letter of approval.
- b. Peterson of 1117 Primrose Lane request to remove certain plants around their unit that are old/unhealthy and replace them with decorative grass similar to what is being used in Phase 5 (require less water and more pleasing to landscape). Appropriate ARC request documents were presented to the Board.
 - i. JM suggested that JP contact Todd Pickford and get his recommendation on appropriate plants for areas of concern.
- c. Jerry Toft of 1164 Primrose
 - i. With his accounting experience, JT wanted to support BS's idea of moving present CDs to higher yielding CDs and using a maturity ladder for the CDs. JT recommended using Edward Jones in Fruita because: they are very good about communication with clients; are FDIC insured, have insurance to protect clients; are local.
 - 1. After some discussion, it was agreed that JM would follow-up with Edward Jones.
 - ii. JT has a strong concern that residents are not complying with Section VIII of the Declarations that requires residents to provide current proof of casualty and liability insurance for their units. Also, units have gone up in value and has a concern that resident may not have increased their coverage accordingly.
 - iii. Discussion ensued. JT and JP will meet and review current database from Sherri MacLeod.

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5. Brief discussion and review of Financials

- a. In preparation for designing the 2019-20 CCPHA Budget, JM presented a year over year comparison for budget discussion.
 - i. We are spending more on landscaping: more mature trees and shrubs, lawn fertilizing/weed control.
 - ii. Interest income will increase with moving of CDs.
 - iii. Things are pretty much on schedule at this point of the year.
- b. JP questioned All Phase and advance payments. Are they also doing snow removal?
 - i. JM – no, separate company will be doing snow removal: Stable Ease. They will only come when it snows, and only charge when they come. (No monthly retainer as in past years)

6. Presentation & Discussion by Board Members

- a. Landscape Maintenance: Lawns, Trees and Shrubs (Nancy Benzie & Dan Colesworthy)
 - i. NB – since the last BOD meeting, Shane & Easton primarily worked in the following areas:
 - Entry at North and South, Daisy, Buttercup, Primrose, Marigold: tree and shrub pruning, remove dead branches
 - Spot fertilizing of grass
 - Grass seeding and sod replacement
 - Ongoing sprinkler repair.
 - ii. Upcoming in landscaping:
 - 1. Replacement of sprinkler heads to begin mid-November
 - 2. All Phase has begun blowing our leaves from sidewalks and driveways as of 10-17.
 - a. After majority of leaves fall, the first or second week of November gutter will be done first, and ground leaves last.
 - b. Path widening is close to making Shane's agenda. The grass will be marked and sprayed to kill along edge to widen path.
 - iii. DC – no Helpline call in the last 2 weeks. 248 calls to Helpline since April 1st.
- b. Facilities Report (Joyce Kurt)
 - i. Old signage on front door to Community Center was removed and new sign installed saying to keep the door unlocked when building is occupied. This is a *safety issue*: if a person is in distress inside, first responders need access to building.
 - ii. November and December get busy with rentals. There are building rentals on 10/26, 11/11 and 11/15.
- c. Activities Director (Carole Johnson) - absent
- d. Covenants Ombudsman (Scott Nelson) - absent
- e. Treasurer (Bev Stone) – info in 4c.
- f. Secretary (Jan Peterson)
 - i. There are 10 new residences that are awaiting Welcome Visits.

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7. New Business

- a. Discussion of the September 20th CCPHA meeting.
 - i. How could we have handled it better?
 - 1. We must repeat questions before answering. Keep from "private" conversations. Too many left early.
- b. Smith's at 1106 and the structure they put on their patio.
 - i. There was no request or approval to ARC for adding the structure to their patio. The structure is higher than the patio fence.
 - ii. JM will send a letter that they are in violation of the Declarations, referring to the policy number.
- c. Request to change plants at 1117 Primrose Lane.
 - i. See 4b.
- d. Status/plans/timing for unit numbers posted along driveways (should this be a budget item?)
 - i. JM has spoken with Fire Marshall about sign details.
 - ii. Signs must be sturdy, visible from street. Still under discussion.
 - iii. House number signs will first begin with the newer area of the Village to see how they work out.
 - iv. Location will probably be in stones near junction of driveway, grass and stones in front of units.
- e. Driveway repair status for 1109-1115 Primrose Lane
 - i. JM gave residents involved all information needed for replacement work due to very bad spalding. Residents involved decided to use Sunshine of the Redlands to contract the driveway replacement. Work to be done in the Spring of 2019.
- f. Address numbers at the Townhome entries, where should the numbers be located?
 - i. Discussed in 7d.
- g. Pathways throughout the next phases of VACC.
 - i. JM used a diagram to indicate the direction of pathways in the Village: Little Salt Wash Path will continue at top and along back of units in Phase 5 and Phase 6.
- h. Home owner planters and winter storage of these planters.
 - i. Policy #4: Up to three (3) potted plants (not to exceed 20" wide by 20" tall) will be allowed in the rock areas near the driveway but cannot interfere with the landscape maintenance of the home. The pots can be placed outside after April 1 and must be removed and stored out of sight by Nov. 15.
- i. Additional bench seating throughout VACC.
 - i. JP asked if more benches can be added in Phase 5 & 6. JM agreed, but commercial benches are very expensive and the type that need no upkeep.
 - ii. JP will explore types of benches.
- j. Architectural Review committee. Does the Board want to implement and what is the makeup of said Committee? Sheila Groninger and Okey Roundavell have volunteered.
 - i. Tabled to a future meeting.
- k. Review of first draft for 2019-20 Budget.
 - i. JM: there are 2 choices: either increase costs, or decrease services.
 - ii. Discussion.
 - iii. JM will make the Reserve Fund Study available at our next meeting.

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- iv. Include in Cat Tales for residents to expect an increase in monthly dues in April.
- l. Board member's list of expectations/responsibilities for a new VACC management entity.
 - i. JM wants opinions from Board members: management company vs. manager. Bring to next meeting.
- m. Add Board Treasurer as signer onto the various bank accounts.
 - i. JM will find out what Edward Jones requires.
- n. Review of Revised 3 year Maintenance Schedule
 - i. Board members reviewed existing Maintenance Schedule and made some changes/additions.
 - ii. All units were divided into 4 sections, with about 50 units per section, or, make older sections smaller, newer sections larger (more work associated with the older sections).
- o. Community Center Rental Guidelines re-write.
 - i. JK will re-write the guidelines and bring to next meeting. Main inclusion will be limitation of hours: 5 hours max, between daytime hours of 10AM to 10PM. Also include condition of parking area must be same after rental as condition before rental.
- p. Date for next Board Meeting : **November 5, 2018.**
- q. **December 5, 2018** was also chosen for December's Board meeting date.

8. Actions taken by the Board of the Association

- a. Backlund ARC window request approved.
- b. Letter of violation sent to 1106 Primrose.
- c. New guidelines will be written for rental of Community Center.

9. Adjourn at 12:06PM

10. *Motion made to adjourn meeting, seconded, all in favor.*

Respectfully submitted, Jan Peterson, CCPHA Secretary