

Agenda for the Board of Directors' Meeting

Country Creek Patio Home Association

Monday, October 7, 2019
9:00 a. m.

- 1. Call to Order and Roll Call (Secretary)**
 - a. Board members present: John Moir, Jan Peterson, Dan Colesworthy, Carole Johnson, Jerry Toft and Linda Roush
 - b. Board member absent: Darrell Hamilton
- 2. Review Agenda – Adopt/Amend**
 - a. Motion to approve agenda, seconded, voted: passed
- 3. Discussion and approval of Minutes from last meetings: September 16, 2019 and September 26, 2019 (Bi-annual PHA meeting)**
 - a. JT moved to approve minutes, DC seconded, voted: All in favor - minutes approved.
 - b. Approval of Minutes from September 26 Bi-Annual meeting tabled – JP will email those minutes to Board members for their approval via email.
- 4. Members presentation to the Board**
 - a. Shane Curtis (Landscape Report)
 - i. Fall pruning has started
 - ii. Gutters will be cleaned after leaves have fallen – end of October, beginning of November.
 - iii. Leaf clean-up starts. Leaves blown from rocks to lawn to street and vacuumed once a week.
 - iv. Cinch bugs have appeared and treated. Seems to be under control.
 - v. Irrigation lines will be blown out beginning of November.
 - vi. Walking paths will be maintained as is. JM- paths around Clubhouse look decent, will cement next year.
 - vii. Randy Smith, 1106 Primrose – concerned about metal edging between rocks and lawn: in bad shape and dangerous. LR do we have budget finds to do this? JM – although we don't have a specific line in the budget, funding would come from general landscaping maintenance.
 - viii. Randy Smith – asked permission to clean his own gutters. Last time they were cleaned, sludge made a mess. JM – yes.
 - ix. JT – got some complaints about ATVs riding on the trail. JM – Trails are City's.
 - b. Group discussion regarding RV Policies.
 - i. Joyce Kurt, 1206 Sunrose – Joyce likes the draft of the RV Parking Policies. She has concerns with what the fees for parking will be used for. Is the amount to be collected justified for the amount of maintenance of the parking area?
 1. JM – the fee to park will hold a specific spot. Residents are parking a possession of value. Fees will be used for weed control and surface maintenance. Liability will be assumed by the Association.
 - ii. JK – concerned about how high the NE corner has been graded.
 1. JM – everything has been graded to the South. A concrete curb will catch the rainwater and direct it to the holding pond on Primrose.

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- iii. JK suggested that the fee is associated with holding a spot for a “possession of value” and should be stated somewhere in the Policy.

5. Brief review and discussion of Financials

- a. JM – There are fluctuations due to the changing number of units at any given time in the project. Closings on units don't always happen on specified dates and were effected by last winter being wet which slowed construction.
- b. JT presented a new format of the balance sheet: shows from last April to present and reflects changes. The new format matches the financial reviews better.
- c. We will continue with both formats of the Financials and decide at a later date with which one to choose.
- d. JM – we will be able to build our next budget on this format depending on how this performs.

6. Presentation and Discussion by Board Members

- a. Landscape Maintenance: Lawns Trees, Shrubs (Dan Colesworthy, Darrel Hamilton)
 - i. DC – there were 251 calls to the Help Line, slightly more than this time last year.
 - ii. DC believes there is a need for guidance in the future for Landscape folks on what our expectations are.
 - 1. There are a few trees that need to be removed.
 - 2. Shrubs are all trimmed to different heights. Trimming should be able to be done by a person standing on the ground, not higher. We are tolerating individual preferences. We should consider deciding on a specific height. Discussion followed on this topic: pros, cons, replacing old with new, etc.
 - iii. Residents should not store personal items in the common area. Common area includes outside in the rocks next to the house.
 - iv. DC would like to see benches put in newer section of community. JM asked DC to consider some locations on HOA property for benches. They must be put on concrete. Probably need to put in next year's budget.
 - v. JT – some residents getting letters from Exel about not being able to read meters because shrubs are in the way. JM we will attend to that.
- b. Facilities Report (John Moir working with Herb Wells)
 - i. JM – we're in pretty good shape.
 - ii. The Library is well used as reported by librarians, Pam Lauman and Monica Swim.
 - iii. Windows will be washed before winter.
 - iv. JM has looked closer to expansion of the dining room 15-20 feet to the North.
 - 1. HVAC would have to be adjusted, more windows, doors, fire code may require sprinklers with new code.
 - 2. Estimates costs to be around \$100K. Funding needs to be researched.
- c. Activities Director (Carole Johnson)
 - i. Upcoming events:
 - 1. Halloween Homicide – Murder Mystery group, Mesa Murder Mysteries, coming to the Village on Halloween evening. \$12/ person, dessert supplied.

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2. Thanksgiving Dinner on November 22nd, catered by The Cowboy and the Rose. \$10/person
3. Christmas Dinner on December 20th
- d. Covenants Ombudsman (Linda Roush)
 - i. LR – still learning her roll.
- e. Treasurer (Jerry Toft)
 - i. Covered in previous discussion.
- f. Secretary (Jan Peterson)
 - i. Both Bi-annual PHA meeting minutes and Annual Budget are posted on the villageatcountrycreek.com. Don Stone is still interested in managing that website.
 - ii. There have been 35 Welcome visits to date from January.
 - iii. There have been two residents who have expressed an interest in helping with Welcome visits. They will be in “training” with me as we do upcoming visits.

7. New Business

- a. Reducing speed limit on VaCC roads.
 - i. Bill Losey – We are scheduled to speak at the November 19th City Council meeting at 7PM. The packet with letter and supportive signatures will be sent to City in preparation for the meeting.
- b. Randy Smith, 1106 Primrose - ARC request to widen the gate going in to his patio. Randy presented the appropriate paperwork to support his request.
 - i. DC moved to approve, JT seconded, Vote: all in favor. Request approved.
- c. 1110 Primrose – ARC request to change wood railing on front porch to iron railing, as well as installation of railing along steps up to porch. Request call for a design of railing that is different than design used in past requests. Appropriate paperwork presented to support request.
 - i. Discussion ensued.
 - ii. JM moved to accept request with the condition that the railings show the same design that already exists in Village. JT seconded. Voted: 5 in favor, 1 abstention.
- d. Maintenance Agreement for pathways in VACC #6 to City of Fruita
 - i. JM presented a letter from the City of Fruita requesting an agreement that the PHA will maintain a five-foot wide soft surface trail for fifteen years.
 - ii. We may need to ask for what the specific standards the City expects.
 1. Board members are asked to review the emailed agreement and email JM any thoughts.
- e. Maintenance Agreement for fences and crossing for RV Storage area to GVIC.
 - i. JM expects to see an agreement that the PHA will maintain the 50 foot easement, bridge and fencing along the canal and RV Parking area.
 - ii. We should consider posting “No Trespassing” signs around the maintenance road along the canal.
- f. Review the duties of the Treasurer
 - i. LR reviewed the definition of Treasurer (By-Laws, page 10, “Officers”)
- g. Joe Mattern, 1227 Sunrose Lane - question about a letter about RV conflict.

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- i. JM will have to bring the present Board up to speed on this matter at the next meeting.
 - h. Review the Policy/Guidelines for the use of the Community Center
 - i. CJ presented a draft of Policy #8 Guidelines for Renting the Community Center. She asked that Board Members review before next meeting and email her or come with comments to next meeting.
 - i. Review existing set of Policies
 - i. JM – The policies must follow Federal Guidelines.
 - ii. JP offered to put the policies in to the same format as Policy #3 that include: Policy Statement, Purpose, Scope, Definitions, References, Procedures, (if applicable).
 - j. RV Storage Policy/Guidelines
 - i. As per previous discussion at this meeting, Board will consider creating a reserve fund for RV Parking Maintenance, into which all parking spot reservation fees will be put.
 - ii. Tabled to next meeting - JP will put in correct format.
 - k. Discussion and votes regarding the Expansion Area for VACC North (Eighth Supplement}
 - i. Allocation of Proxy Voting
 1. DC moved that the 135 proxy votes be allocated to the CCPHA. JY seconded. Vote was taken. Unanimous YES.
 - ii. Approval or denial of the 8th Supplement by proclamation of the Board
 1. DC moved that the 8th Supplement to Declaration for Country Creek Patio Home Association be approved based on the 135 yes votes from residents. JY seconded. Vote was taken. 6 yes votes. JM recused himself from the vote. 8th Supplement approved.
 - iii. Commitment of developer to set aside funds from the sale of homes of VACC to the Association.
 1. Sunshine of the Redlands will set aside \$4500 from the sale of each unit included in the 8th Supplement. That money will be put in to a Capitol Improvement Fund, earmarked for the future expansion of the Community Center.
 - l. Date for next Board Meeting – 11/11/19
8. Actions taken by the Board of the Association
 - a. ARC request from 1106 Primrose granted.
 - b. ARC request form 1110 Primrose granted with conditions.
 - c. Draft of Policy #8: Guidelines for Rental of Community Center presented.
 - d. All Policies will be put in to same format.
 - e. A Reserve Fund will be created for RV Parking Area Maintenance.
 - f. Board approved the 8th Supplement to Declarations.
 - g. A Reserve Fund will be created for Capitol Improvements.
 9. Adjournment at 12:45 PM

Respectfully submitted, Jan Peterson, CCPHA Secretary

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