

Minutes for the Board of Director's Meeting

Country Creek Patio Home Association

Monday, June 8, 2020 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. Board members present: John Moir, Jan Peterson Dan Colesworthy, Jerry Toft, Linda Roush, Lance Lehrkind, John Rodwick, Jean Citkovic
- b. Board members absent: Darrel Hamilton

2. Review Agenda-Adopt/Amend

- a. JR motioned to adopt the agenda for this meeting as presented with additions:
 - addition of a few ARC requests: Vasten (fence), Bennis (pavers), Burritt(step & handrailings).
- b. Motion seconded, LR.
- c. Vote taken.
- d. Unanimously approved.

3. Discussion and approval of Minutes from last Board Meeting dated May11, 2020

- a. JM motioned to approve the March 2020 Board Meeting minutes with noted grammatical changes.
- b. Motion seconded, JC.
- c. Vote taken.
- d. Unanimously approved.

4. Staff Report (Shane Curtis, Colorado Property Maintenance)

- a. Have had several requests for shrub trimming – will do later in the season.
- b. Metal edging has been replaced in certain area where edging was rusted. That project went well.
- c. Sprinkler heads in two zones have been replaced – Maxipods replaced with 5000s (18 Road). 5000s are more reliable, last longer. One more zone to do.
- d. 97% complete with replants.
- e. Weeds – added another person to just pull weeds as they have really taken off. Spurge will be treated early for better control
- f. Edging: metal edging will be done every other week. Sidewalk edging will be done once a month, or as needed.
- g. The long stretch of rock along Marigold that is full of pine needles and shrubs will be worked on and cleaned up by two men this week.
- h. JR – how are dry spots dealt with? SC – he usually deals with them himself.
- i. JR – when will hedges be trimmed? SC – Summer pruning will start July. Cuttings will be chipped.
- j. Gutters on houses that have gotten new roofs are full of the shingle grit. That will have to be dealt with when gutters are cleaned.
- k. DC – drainage of retention pond by Salt Wash seems to be backing up, draining slowly. JM – State requires a screen to be put over orifice. Twigs, etc. clog the screen & slows drainage. That's what it's supposed to do, drain at less than historic rate. The same is true of all 3 storm catchment areas: heavy rain is held and recedes slowly.
- l. JT – question about trees falling and liability. JM – the Association has liability insurance that covers such things.
- m. JM & SC will walk the Village and look at ash trees and trimming.
- l. SC - Generally, we are staying on top of things.

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5. Brief discussion and review of Financials (5/31/2020)

- a. JT – PHA dues are from 185 units.
- b. RVs - shows we have \$444 still needed to be collected.
- c. Income Taxes: JM this is the first year we are paying State Income Tax – previous accountant said the Association does not have to pay income tax. New accountant says we do, according to a new statute passed last year.
- d. Fluctuations in maintenance are due to HVAC charges that come in waves. It will even out later.
- e. JT reviewed cash flow and balance sheets.
- f. JR – are any units delinquent with their monthly fee? JT – No. JM – if any unit gets 2 months behind, we get in touch with them.

6. Presentation & Discussion by Board Members

- a. Landscape Maintenance...Lawns, Trees and Shrubs (Dan Colesworthy, Darrel Hamilton)
 - i. DC – there were 95 Help Line calls since April 1st reported as completed. Most calls were about irrigation (recently turned on).
 - ii. Insect problems are NOT taken care of by the association (Put in Did You Know/Cat Tales).
- b. Facilities Report (John Moir working with Herb Wells)
 - i. JM – according to Herb, all is well at the Community Center. However the annual maintenance check on the exercise equipment is due. That maintenance visit will be scheduled. It is not very expensive. One piece of equipment needs an electrical cord, but is not necessary.
 - ii. There is some use of the facility by residents.
- c. Activities Director (Jean Citkovic)
 - i. Thanksgiving Dinner on Nov. 20th, 5PM, catered by Cowboy and the Rose, and delivered at 4PM.
 - ii. Christmas Dinner on Dec. 18th, 5PM, catered by Cowboy and the Rose, and delivered at 4PM.
 - iii. Issue last month a family used the Center, ordered food delivered with several people in attendance. They cleaned up well, but is that ok for residents to use the Center without reserving the building? Answer is NO: Reservations must be made by residents wanting to use the Community Center for family gatherings. (Put in Did You Know)
 - iv. LL – the musical group, Country Creekers, are using the area outside of the Comm. Center for practices on Wednesdays. JC – can use inside as long as the number is under 50 people and social distancing is complied with.
- d. Covenants Ombudsman (Linda Roush)
 - i. Question regarding the new white roof covering at 1105 Daisy. LR will speak with owner. JM – should be recovered with same material that was there.
 - ii. There was a very nice article in the past Sunday Sentinel about Village at Country Creek that was very complimentary to how well the neighborhood has been maintained by the Association over the past 20 years. The purpose of an HOA/PHA is to maintain property values. Hence the rules to hold certain standards for the neighborhood, and their enforcement.
 - iii. In the past month:
 - LR responded to a resident who had damage to her unit siding from a fallen tree.
 - LR responded to a resident who wanted to hire a private carpenter to replace porch posts that had rotted. (he can)
 - Organized a Board Member walk along the back of homes along Marigold to look at fences.
 - Visited 1107 Periwinkle, where pavers were put outside the patio in the back of the house.Are we going to visit that? JM - Yes.
- e. Treasurer (Jerry Toft)
 - i. Reported earlier.

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"John, twenty-two years ago, this past April, you initiated your views and your thoughts about organizing and building this place. I trust you are very happy and pleased with what you see, because everybody here is also a proud member of the Board to continue what you started twenty-two years ago. A big thanks to you." (applause)

"Well, thank you all for donating your time. The key is, it's your neighborhood. It starts off with a vision and it ends up being the possession of the people who invest in it. I'm glad to see there's a serious attempt within the community to maintain the integrity of that community."

f. Management Transition Team Coordinator (John Rodwick)

- i. The first meeting of the MTT was 3 weeks ago. It was a very productive meeting. The team members gained a deeper appreciation/understanding of the association.
- ii. Specific tasks were identified for each member, and at their next meeting reports will be made:
 - a. Investigating property management companies: Bray (the Sisks) and Heritage (John McCarty), CIC (Lee Beasley).
 - b. Lee has gathered a list of self-managing HOAs, about 20 in the Valley. Split the list between her and JR to investigate.

g. Board Member at Large (Lance Lehrkind)

- i. LL - Farm Report
 - a. 7 healthy plots being worked on.

h. Secretary (Jan Peterson)

- i. Will re-write minutes from last meeting and send out.
- ii. Discussion regarding Proof of Insurance came up. Too many residents are not in compliance. We have to take a stronger stand on those not up-to-date. Some may need assistance. Consider a letter to those of concern. JP will fashion a letter and forward it to JM for review.

7. New Business

a. Update on RV Parking Area

i. JP – gate became very difficult to move due to misuse. Taylor Fence looked at it and found problems with rollers. A stop will be installed at one end to prevent slamming on that side. Those using the gate will be asked to walk the gate open and closed to control the speed of the gate.

ii. We will look in to possibly having someone open the gate in the morning, leaving the gate open during the day, and someone will close the gate in the evening, and it will be left closed all night. The gate should be bungied open or closed. Hopefully we will have a mechanism to automatically open and close the gate in the future.

iii. A short letter will be given to those who use the parking area on how to open and close the gate.

iv. A sign will be made to put on gate: Walk Gate Closed.

b. Discussion regarding social events at the Community Center.

i. JC – has been following what the Fruita Community Center has been doing . They are allowing group gatherings of up to 50 with the 6' of distancing of non-family members. However, the Senior Center has not opened because they are considered a "vulnerable group". Her question to our group is do we want to follow that the Fruita Comm. Cntr. Is doing, or that the Senior Center is doing because of the "vulnerable group" guidelines?

a. Resuming Coffee is out of the question due to spacing and number of participants.

ii. JM question – is the Association liable for the spread of the virus if we open Community Center?

a. JR – legislation now looking at giving businesses a "pass" on liability. DC – however businesses have to sanitize surfaces, and we do not/cannot. JP – we should continue what we are doing. JC – following what the Fruita Comm. Cntr does is a good way to go.

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- c. Discussion regarding the fencing in VACC South (Marigold Ave).
 - i. LR – fencing in the Marigold area has caused the need for some decisions to be made now for future detached homes that will be built in the Periwinkle Ct. area. Although there are no violations related to these fences in backyards, there is now more time needed to take care of the landscaping/lawns with grassy space between fences. Presently, we have a nightmare with caring for the lawns in this area.
 - ii. LR requests that we all think about this topic.
- d. Report regards to Community Farm – done previously.
- e. Guidelines for Detached Homes at Country Creek, review proposed Policy #12 (a revision)
 - i. Discussion ensued regarding what can be done on property on perimeter of footprint of detached homes. A single family dwelling falls under the same guidelines that townhomes do. Technically, they all fall under the same guidelines. JM will revise and present at our next meeting.
- f. Guidelines for Tree Removal at Country Creek, review proposed Policy #13
 - i. JM – this also includes shrubs, gravel, etc. We are looking at resident's rights. They are requesting a change because they don't like something. The Board has been cooperative up to now. Trees are a whole different thing – greater cost. We have acted on one tree removal request. Now, with more tree removal requests, we need guidelines to more clearly help with decision making on this topic: defining criteria and steps to be taken. Financial responsibility should be a consideration.
 - ii. JR made a motion (after a lengthy discussion) to bring a professional arborist in to give us an estimate of expenses to survey the trees (health, size, etc). DC seconded. Vote taken. All in favor. Passed.
 - iii. JM will re-write the Policy 13 to include annual arborist evaluation.
- g. Discussion regarding Country Creek Management Transition Team.
 - i. Done previously.
- h. Three ARC Reviews:
 - i. Jean Burritt, 812 Alyssum. Requesting addition of one step and handrails on all three steps on outside of her unit. Did not provide complete application. There is no issue with the addition of a step. Railings need to match the standard met throughout the Village. Homeowner would pay for all. JM will send a letter to her.
 - a. JR moved to approve the 812 Alyssum request for a step and three handrails with stipulation that the handrails match existing handrails in neighborhood. DC Seconded. Vote taken. All in favor.
 - ii. Judy Bennis, 1203 Periwinkle. Judy provided a complete application. Wants pavers put in to get from driveway to patio and then to open space behind her unit. Neighbor at 1207 put pavers in without ARC request. JM – should we get both to put pavers from driveway to patios, then to open space? Less pavers. In the past we have only approved one or the other. A letter will be sent to give her a choice of one or the other. 1203 will get a letter that she is in violation with her pavers. JM will send Bennis a letter giving her a choice on one or the other, as policy states. Letter should stipulate size of pavers and distance between pavers – more like stepping stones than walkway.
 - a. DC motioned to approve the 1203 paver request with included stipulations. JR seconded. Vote taken. All in favor.
 - iii. John Vasten, 1151 Primrose. They want to adjust height of patio fence to 40", but policy is no lower than 42". Very complete application.
 - a. JR motioned to approve the 1151 Primrose fence modification with stipulation of no lower than 42". DC seconded. Vote taken. All in favor.

8. Next Board meeting will be on June 20th.

9. Actions taken by the Board of the Association

- a. Approved 6-8-2020 Agenda.
- b. Approved Board meeting minutes from 5-11-2020.

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- a. The Board voted on and agreed to bring in a professional arborist to give us an estimate of the cost of surveying the trees in the Village regarding health, size, etc.
- b. ARC approval of 812 Alyssum application to add one step and three hand railings.
- c. ARC approval of 1203 Periwinkle application to add pavers, following paver policy, to either: from patio to driveway, or patio to open space behind unit.
- d. ARC approval of 1151 Primrose application to lower patio fence, following policy of not lower than 42”.

10. Adjournment at 12:16 p.m.

Respectfully submitted: Jan Peterson, Secretary, CCPHA