

Minutes for the Board of Director's Meeting

Country Creek Patio Home Association

Monday, July 20, 2020 9:00 AM

1. Call to Order and Roll Call (Secretary)

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

2. Review Agenda-Adopt/Amend

- a. A motion was made to adopt the agenda for this meeting.
- b. Motion seconded.
- c. Vote taken.
- d. Unanimously approved.

3. Discussion and approval of Minutes from last Board Meeting dated June 8, 2020

- a. A motion was made to adopt the minutes from the last meeting.
- b. Motion seconded.
- c. Vote taken.
- d. Unanimously approved.

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

- a. Shrub pruning started June 6th.
 - i. Starting point for pruning changes each year.
- c. Tree trimming started over sidewalks, areas touching houses.
- d. Trying to stay on top of week control.
- e. Mowing going as usual.
- f. Fence staining progressing – Daisy, Buttercup & sections of Sunrose & Primrose.
 - i. Wood railings on front porches are included.
- g. Temperature now is too hot to reseed areas. Will be done in Fall.
- h. Watering of lawns is under control.

5. Members presentation to the Board

- a. None during Covid-19 restrictions

6. Presentation & Discussion by Board Members

- a. Treasurer discussion and Review of Financials (Jerry Toft)
 - i. Income Statement handed out to all.
 - Revenue down for the month, but residents pay in various ways (annually, quarterly, etc.)
 - Expenses are minimal.
 - Maintenance items are pretty much on budget.
 - ii. Balance Sheet handed out
 - Assets, checking account up \$4400 for the month
 - Cash Reserves up minimally.
 - Liabilities – irrigation maintenance reserve increased due to interest income
- b. Landscape Maintenance...Lawns, Trees and Shrubs (Dan Colesworthy, Darrel Hamilton)
 - i. 139 Help line calls have been resolved since April.
 - ii. Was a letter sent to 1209 Periwinkle about removing stepping-stones? JM – yes.
 - iii. JR question: what are majority of calls concerning? DC – pruning, & irrigation, followed by

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clean up of debris and gutter cleaning.

c. Facilities Report (John Moir working with Herb Wells)

i. The machines in the workout room were all checked out/serviced by the maintenance contractor with the exception of the weight stack machine. He suggests he comes in at least twice a year to service the cardio machines due to the amount of use they get. The board members will consider servicing the cardio equipment twice a year.

ii. Pool players have complained that the poolroom is too warm. The thermostat was moved and affects the temperature in the poolroom – it will be warmer.

iii. Painting of unit exteriors (doors, trim): Daisy, Buttercup, and half of Primrose up to Marigold.

iv. Concern with chipping of the white aluminum trim happening on older units. It's a baked on enamel on aluminum. Had replacement priced, approx. \$3K/home to replace trim. Will be painted this year, but it will continue to peel. This problem will continue on older units, not on newer homes, changed the product used on newer units. We should consider this for the future –is it repair or maintenance? (as soon as material is removed from unit, it becomes repair).

d. Activities Director (Jean Citkovic)

i. Absent, but stated that we are still following the lead of Fruita Community Center Senior Center Covid-19 restrictions. Closed until further notice.

ii. Point: The Social Committee is independent of the PHA, and independent of the Board, with the exception of the funding of three community wide dinners: Thanksgiving, Christmas and St. Patrick.

e. Covenants Ombudsman (Linda Roush)

i. JC & LR visited Lindsay Wulff about his roof.

ii. Visited 1151 Primrose regarding ARC request to lower their patio fence.

iii. Looked at a 1114 Primrose where a tree is causing a problem with the driveway.

iv. LR is grateful to DC for his knowledge regarding the CC&Rs.

f. Management Transition Team Coordinator (John Rodwick)

i. Update: the MTT met after the last Board meeting.

- Identified what management companies the MTT wants to interview: Bray, Heritage and CIC.

- Interviewed three present staff members about their intentions after JM leaves: Sandi McLeod, Bonnie Walker and Shane Curtis. Reports forthcoming.

- John McCarty will be putting together an interview sheet with questions for the management companies.

- The MTT will create a schedule of when company interviews will be held and notify the PHA board of those dates if they want to sit in.

ii. The MTT is looking at two models: self-management and property management, both of which are being investigated. Neither model is a preference at this time, trying to keep an open mind for the best interest of the Village residents.

g. Board Member and Farmer at Large (Lance Lehrkind)

i. All's well.

ii. Next year's location of the Farm (either where it is this year, or at the new location at the end of Periwinkle Ct.) will be decided in about a month and an half.

h. Secretary (Jan Peterson)

i. RV parking – only one 40' spot, two 30' spots, four 20' spots left open. Thanked Herb, Lance, and Keith for opening and closing the gate. The gate is heavy and once moving is hard to stop. JM will consider a way to cushion the end of the gate.

iii. The abandoned 5th wheel is supposed to be moved on the 22nd of this month.

iv. A sign to "Walk the Gate Closed" was ordered.

v. Three signs were ordered, " Walking Path Only" for entry to cement paths behind the Community Center.

vi. Have done no welcome visits due to COVID restrictions. We have many new residents.

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7. New Business

a. Discussion regarding social events at the Community Center.

i. JM wonders how we are going to hold the September homeowner's meeting. State requires one per year. Our By-laws require on meeting per year in February. What form will ours take? Can't have traditional meeting. What are our options? Virtual online meeting? (Zoom?). Posting a non-interactive video on You Tube? JM likes the Zoom meeting and is familiar with it. It's a technology we should consider. We will have to activate internet and update the technology in the Community Center. There's a cost and mindset involved. Discussion ensued.

ii. JM will organize a Zoom meeting for Board members to see how it works.

iii. No decisions were made.

b. ARC 1201 Sunrose

iv. Joan Rounsevell, wants to enclose her patio with glass windows and storm door. Front unit. Remove fence. Would re-do the landscaping. Enclosure could not go further out than the roof line. It will be the most visible of any enclosed patios because of the unit type. Board members will go the home and look at it and let JM know if they approve. JM will then get in touch with homeowner.

c. ARC 1114 Primrose

i. Howard Webb, wants a pear tree growing beside house and along driveway removed. Roots are lifting driveway. JM suggests it be done in the fall with other similar requests. Because structural integrity is concerned, it would be PHAs responsibility.

ii. Motion was made for the PHA to remove the pear tree in the fall. Motion seconded. Vote taken. Request approved.

d. ARC 852 Alyssum

i. Request to have the front door painted. The door is natural wood and weathered badly. Paint will match the color of the trim on the house.

ii. Motion to allow door to be painted with trim matching paint. Motion seconded. Vote taken. Request approved.

e. ARC 1117-19 Primrose

i. Homeowners want to add gutters. Motion to allow gutters added. Motion seconded. Vote taken. Request approved.

f. ARC 1207 Sunrose

i. Lori Ball wants a bush replaced. Shane would replace bush with rose at homeowner's expense. Homeowner will work directly with Shane.

ii. Motion to allow to remove and replace bush with shrub under Shane's supervision made. Motion seconded. Vote taken. Request approved.

g. ARC (continued) backyard fence at 1244 Marigold.

i. Pending – whether fence will be on property line. Board has to approve Policy #12 first. JM will send homeowner a letter that we are considering this as well as dealing with shrubs and irrigation lines. If fence is on property line, then two properties are involved.

g. Guidelines for Detached Homes at Country Creek – Approve Policy #12.

i. Motion to approve Policy #12 made. Motion Seconded. Vote taken. Policy #12 approved.

h. Guidelines for Tree Removal at Country Creek – Approve Policy # 13

i. Motion to approve Policy #13 made. Motion Seconded. Vote taken. Policy #13 approved.

i. Discussion regarding Country Creek Management Transition Team

i. Discussed previously.

j. Any concerns of actions regarding the COVID-19 (Corona Virus)

i. No discussion.

k. Date for next Board Meeting (August 17, 2020)

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8. Actions taken by the Board of the Association

- a. ARC approved 1201 Sunrose enclosure of patio with glass windows, and removal of fence.
- b. ARC approved 1114 Primrose removal of pear tree beside house and along driveway in the fall.
- c. ARC approved 852 Alyssum painting of front door with trim color matching paint.
- d. ARC approved 1117-19 addition of gutters on units.
- e. ARC approved 1207 Sunrose request to remove and replace shrub at owner's expense.
- f. Board approved Policy #12: Guidelines for Detached Homes at Country Creek
- g. Board approved Policy #13: Guidelines for Tree Removal at Country Creek.

9. Adjournment at 12:16 p.m.

Respectfully submitted: Jan Peterson, Secretary, CCPHA