

Minutes for the Board of Director's Meeting

Country Creek Patio Home Association

Monday, August 17, 2020 9:00 AM

1. Call to Order and Roll Call (Secretary)

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

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 July 20, 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. Pruning of shrubs is progressing
- b. Staining of wood in Section 1 has begun. That is their focus now.
 - i. fences & wood railings, putting down cardboard for cement protection & will be picked up in 2 days.
 - ii. wire brushing of tops of railings.
- c. Tree limbs have been trimmed along sidewalks, more to do.
- d. Over budget with tree trimming. Will try to keep on budget going forward.
- e. Irrigation: several drip issues had to be fixed. 1172 – 1184 Primrose had faulty drips, causing dead plants. If plants are replaced, it will be in the Spring.
- f. Units with new roofs have debris in gutters. This will impede gutter cleaning in the Fall. Suggest BOD discuss this. A notice will be put in newsletter for residents to have roofers come back and clean out gutters.

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.
 1. We were down on the dues lately, but caught up now.
 2. We budgeted with 188 units, but have 190 now paying dues.
 3. Expenses: Landscaping & Maintenance are over budget now, but these vary month to month.
 4. Over all, we are doing fine.
 - ii. Balance Sheet handed out. All looks good.
 - iii. Reserves: are up \$680 in interest. Income from investments is not great.
 - iv. Cash Flow: net is up \$10,662.00

b. Landscape Maintenance...Lawns, Trees and Shrubs (Dan Colesworthy, Darrel Hamilton)

- i. DC absent. JP reporting for DC

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- a. Only one aerator of two in the pond at entry way working. JM will respond to that.
- b. 165 HelpLine calls, most items completed.
- c. Shane is getting an enormous number of calls on his business phone from residents. They should be calling the HelpLine instead.
- c. Facilities Report (John Moir working with Herb Wells)
 - i. JM and LL worked on the thermostats in the Community Center due to complaints that it wasn't cool enough. Two thermostats were set on HEAT. Changed to COOL.
 - ii. The exercise maintenance person will be coming twice a year to service equipment: January & June.
 - iii. The backflow preventer in the Community Center has to be checked. Reported to Ute Water.
- d. Activities Director (Jean Citkovic)
 - i. JC reported that a reminder be announced: we are still following the Fruita Senior Center's lead to reopen our group activities. We are still in Phase 2, and remain closed.
- e. Covenants Ombudsman (Linda Roush)
 - i. LR said that the front porch roof of 1105 Daisy is now a darker color instead of white.
- f. Management Transition Team Coordinator (John Rodwick)
 - i. JR defers to later in the meeting under New Business.
- g. Board Member at Large (Lance Lehrkind)
 - i. LL will be asked to assume responsibilities for Facilities Director.
- h. Secretary (Jan Peterson)
 - i. What will be the consequences of residents not being in compliance with Article VIII (Proof of Homeowners Insurance)? What action should the Board take?
 - 1. JM - Final Letter with a date of September 7th as a deadline for getting insurance docs in. Afterwards, the Association will be purchasing insurance for those units and those units will be given a Special Assessment to pay that amount. Insurance will be purchased from American Family, the same company that provided insurance on the Community Center.

7. New Business

- a. Discussion regarding social events at the Community Center
 - i. We are still following the Fruita Senior Center's lead to reopen our group activities. We are still in Phase 2, and remain closed.
- b. ARC 1292 Marigold – request to add a gate to both sides of the front porch rail.
 - i. Discussion, motion made, seconded, vote taken, request approved.
- c. Resident walking on the canal road off the VACC Property east & west.
 - i. The service road on both sides of the canal is restricted from pedestrian use going in both directions from the bridge over the canal. Will consider “Private Property, No Trespassing” signs to be posted.
- d. Carl Peterson unreasonable nature regarding water crossing into the drain ditch on his property. VACC has a drainage easement (for the past 20 years and continues) but he will not listen to reason. His complaint is that it is eroding his property.
- e. (added to agenda) ARC 1192 Marigold – fencing of backyard. Wants to extend fence to edge of building. Makes sense on north side. What about south side? More discussion.
 - i. Discussion, motion made, seconded, vote taken, request approved (5 yes, 2 no, 1 abstained).
- f. (added to agenda) Dwelling Limits on Insurance
 - i. Mesa County sends a valuation out on properties. Assessed at market value x 120%
 - ii. Make sure units have sufficient coverage.
 - iii. JM will provide diagrams of all unit models with square footage.
- g. (added to agenda) The tree trimming cost this season has exceeded the proposal for 2020.
 - i. JM has been working with Shane on spreading the tree trimming over a few years, he cannot exceed the proposal he agreed to.

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1. Motion made to not extend the tree trimming contracted proposal and insist the contract be honored, and all obligations be fulfilled. Motion seconded, vote taken. Motion approved.

ii. Closer supervision of employees is needed to manage their time usage.

iii. Notify residents: DO NOT CALL SHANE'S BUSINESS NUMBER FOR THE HELPLINE!

1. Put in Cat Tales.

h. Discussion regarding Country Creek Management Transition Team.

i. JR called a special meeting of the MTT and the BOD on Monday 8-24-20 at 9a.m. to review information collected by the MTT and the interview process for three selected management companies.

i. Discussion regarding COVID-19 (Corona Virus)

i. No discussion

j. Do we want to hold a semi-annual PHA meeting on Thursday October 1st?

i. We are obligated buy the PHA By-laws to hold one PHA meeting a year, in February.

ii. Discussion ensued which included: too many resident to hold a meeting; using Zoom would not be effective for our residents; BOD could provide packets for residents that would include financial information, actions the Board has taken since last February; insurance info, etc.

iii. A motion was made not to hold a PHA meeting in the Fall this year. Motion seconded. Vote taken. Motion approved not to hold a fall PHA meeting this year.

k. Date for next Board Meeting September 14, 2020 at 9 a.m.

8. Actions taken by the Board of the Association

a. ARC at 1292 Marigold approved: gates added to front porch railing.

b. ARC at 1192 Marigold approved: extension of fence in backyard to building.

c. Board approved holding Colorado Property Management to their proposal and contracted obligations.

d. Board approved not holding a PHA semi-annual meeting in Fall 2020.

9. Adjournment at 11:30 a.m.

Respectfully submitted: Jan Peterson, Secretary, CCPHA