

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

Date: June 14, 2021

1. Call to Order and Roll Call

The meeting was called to order at 9:00 AM. Members present were: John Moir, Joyce Kurt, Jerry Toft, Jan Peterson, Lance Lehrkind, Judy Benns, Jean Citkovic, John Rodwick. Other attendees: Dennis and Peggy Sisk

2. Review Agenda – Adopt/Amend

a. Agenda reviewed. Vote taken. Unanimously approved.

3. Discussion and approval of minutes from last Board Meeting dated May 17, 2021 (JP was absent, another board member was asked to take minutes)

a. Minutes from May 17 not available to review. Tabled to next meeting.

4. Staff Report

- a. Shane Curtis, of Colorado Property Management, was absent.
- b. At this time, JR moved that an executive meeting be held after this meeting to discuss the landscaping issue with CPM. JM seconded. Vote taken. Unanimously approved.

5. Members presentation to the Board

- a. Keven Ward, 1280 Marigold Avenue
- b. Keven wanted to speak to the Board about the letter she sent to the Board. In essence she feels that care of the property (basically shrubs, bushes, rock areas) are not being kept up well, mostly in areas that are not seen from the street. She feels that there is not enough workers, or time, to deal with the maintenance in these areas. She feels though it will take longer and cost more for this maintenance to be done right. She is concerned that if this lack of care continues our Village will be overgrown and unsightly. Several Board members are in agreement and will take it under consideration.

6. Presentation and Discussion by Board Members

- a. Treasurer discussion and review of Financials (Jerry Toft)
 - i. JT reviewed the Statement of Cash Flow, Balance Sheet and Income vs. Budget Statement.
 - ii. JT said the YTD expenses are less than last year at this time, but we are on target overall.
- b. Landscape Maintenance ... Lawn, Trees and Shrubs (Judy Benns)
 - i. JB reported that complaints about dead spots in grassy areas around the Village are either due to grubs or lack of water. Grub damage is from last year's grubs and shows up this season. Shane has a treatment for grubs but was late with its application. July is when treatment will be applied.
 - ii. There were the same number of HelpLine calls this month as last. Most were about irrigation and lawn issues.

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- iii. When HelpLine emails come in, they are initially responded to by Sandy, then the email goes into a spreadsheet where Shane prioritizes the topics and deals with them.
- c. Activities Director (Jean Citkovic)
 - i. JC has booked The Cowboy and the Rose Caterers for three Community dinners:
 - 1. Thanksgiving – November 19th, 5PM
 - 2. Christmas – December 17th, 5PM
 - 3. St. Patrick's Day – March 17th, 5PM
 - ii. There have been no activities in the Community Center. Because Fruita Community center is open, she proposes we also open our community center on July 1st for activities. She will get the word out.
 - iii. There will be a Garage Sale in the Village on Saturday July 17th from 8AM to 12PM. Bonnie will handle the advertising. Signs will be placed around the neighborhood. Resident should contact Jean if they plan on participating.
- d. Covenants Ombudsman (Linda Roush)
 - i. "No Dog" signs – LR met with residents with signs, asked them to be removed. LR will do same with others who have signs on common areas.
 - ii. LR would like to discuss "What is a sign". HB-21-1210
 - iii. Parking on the street hasn't been so bad. However, parking in limited common areas of quads is starting to look tacky, with too many cars parked in that area, making maneuvering for others difficult.
 - iv. Trash Cans are being put on street too soon before pick-up.
 - v. The white car has been parked on Periwinkle in front of the Clubhouse for many days. LR spoke with owners, they are now parked in the Clubhouse parking lot. LR and JK will work on reviewing parking restrictions and present at our next meeting, adding to the agenda.
- e. Management Transition Team (John Rodwick)
 - i. Will report later under New Business.
- f. Facilities Report (Lance Lehrkind)
 - i. All's well in RV Parking area.
 - ii. The pond is looking bad. Probably due to silt, that will settle in time.
 - iii. While the Clubhouse was closed for use, there were few problems.
 - 1. 7PM, door wide open and no one inside.
 - 2. Outside door to storage room was open.
 - 3. Exercise room door was open.
 - 4. A garden hose broke, he fixed it, but it broke again.
 - 5. Car parked on Periwinkle.

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- iv. Several electrical improvements were made using a new electrician:
 - 1. The light timers still not set great.
 - 2. Motion detectors outside were replaced.
 - 3. All switches have been labeled.
 - 4. New lights put on mailbox area, and focused downward
 - 5. JR asked about possibility of mailboxes on Marigold being painted – JM said Yes
- g. Secretary (Jan Peterson)
 - i. No Report.

7. New Business

- a. ARC Request
 - i. Screws, 1225 Periwinkle – ornamental bench
 - 1. Not pleased they cannot have their bench on their lawn. Want Board to reconsider.
 - 2. Discussion ensued about “things” (ornamentation, bird feeders, etc.) that are in violation of covenants and how strict the Board will be in the future.
 - 3. They may not put the bench where they choose to put it. A letter from JM will go out to them.
- b. Clarification on the definition of signs and when it is appropriate to put out trash and recycles.
 - i. Trash can be put out *at the earliest* after sundown the day before pick-up, in closed containers. Residents having physical issues can call the town and ask to have the trash picked up from outside their garage, and any container will be returned by the disposal workers.
 - ii. Signs discussion was tabled until the next meeting.
- c. Clarity regarding parking on street and off street.
 - i. Parking discussion was tabled until the next meeting.
- d. Look over the Help Line issues and timeliness in replies.
 - i. This item will be discussed during the Executive meeting.
- e. Tree proposal from Alpine Tree Service. This will catch us up with the tree maintenance as it will complete section 2.
 - i. We are behind schedule with tree maintenance. Alpine Tree Service (professional arborists) submitted a proposal to do Phase 2 for \$5800 which is in the budget. JT motioned to accept Alpine's proposal. LL seconded. Vote taken. All in favor.
- f. Hire a part-time Landscape and Maintenance person.
 - i. A part-time, temporary landscape maintenance person is needed to: work on checking & cleaning filters of sprinkler nozzles and other small lawn/shrub maintenance. Irrigation is a major factor this season and we want efficient use of water. Money to pay this person would come from “Contractor 1” in budget. JM will

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monitor this person for the short time he is needed. JT motioned to contract a short-term person for landscape maintenance. JK seconded. Vote taken. Motion passed.

- g. Paying for removal of trees
 - 1. As per 14.10.6 Financial Responsibility for such improvements shall be the responsibility of the Association if structural integrity is concerned, it would be the PHA's responsibility except for the following conditions:
 - 2. The ARC determines that the plant material has no need to be replaced and the party making the request sees it in their own best interest to make the improvement and is willing to pay.
- h. Review Second Draft of the RFP and Solicitation Letter for the PHA Management company.
 - i. JR reported that there will be an ad placed in The Sentinel, July 9-12 for applicants interested in management of the Association. JR will interview any responses using the RFP and evaluation sheet. August 15th is the deadline for applications.
 - 1. The liaisons will not be involved in the initial interviews, but will be in the second round of interviews.
 - ii. JT questioned the timing of hiring a management company and the voting of the homeowners on the budget. JM – we have to wait to work on the budget until we know what the cost will be for the Management team. It is projected that there will be at least a \$10/month increase in dues. We will consider a resident meeting possibly in October to update residents of our progress.

8. Actions taken by The Board of the Association

- a. Proposal from Alpine Tre Service to trim trees was approved for 2021-2022.
- b. The Board approved the hiring of a short term, part-time landscape person.
- c.

9. Our next Board Meeting is scheduled for July 12, 2021.

10. This meeting was adjourned at 10:45 AM

Respectfully submitted by Jan Peterson, Secretary

June 12, 2021