

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

Monday, August 9th, 2021 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. The meeting was called to order at 9:02 AM
- b. Board Members Present – All : John Moir, Jerry Toft, Jan Peterson, Joyce Kurt, Jean Citkovic, Linda Roush, Lance Lehrkind, John Rodwick, Judy Bens.
- c. Visitors : Mr. & Mrs Childers, 1254 Periwinkle Court.

2. Review Agenda-Adopt/Amend

- a. Add new Fruita development on 18 ½ Road, The Mews, to New Business.

3. Discussion & approval of Minutes from Board Meetings dated May 17 & July 12, 2021

- a. May's minutes still unavailable for approval.
- b. July's minutes approved..

4. Staff Report to the Board - none

5. Members presentation to the Board open to all Members

- a. Sandi Seckman, 1106 Buttercup (accompanied by Diane Saulnier, 1148 Primrose)
 - i. Sandi presented a letter to the Board member outlining a proposal. The group (represented by 11 supporting signatures) would like to have an Arts and Crafts sale using the venue of our Community Center once or twice a year, as well as an Open Studio at a VaCC home once a year.
 - ii. The Arts and Crafts sale would display residents' art or crafts, and visitors could make purchases at that time.
 - iii. Along with the above proposal, the group is requesting approval to give lessons in their homes to small groups, charging for the lessons.
 - iv. The group is aware of the existing "rule" (**document and page reference needed**) of no sales in the Community Center but feel this is an exceptional request.
 - v. JM explained the process to change the Policies and Procedures to allow this. The Board thanked them for the request and will discuss the topic at a later time and get back to the group in the near future.
- b. Joan Rounsavell, 1201 Sunrose.
 - i. Joan wants to know if a change in policy is to be made, shouldn't it be brought to the residents before the change is made?
 1. JM – P&Ps are formal to a certain degree, but not like Covenants that require 60% approval of residents to be changed. Residents can ask the board to consider a major change, but every little thing cannot be addressed due to efficiency.
 - ii. What is the definition of a Common Area?
 1. JM - Two types: General, that everyone shares; Limited Common Area. Example driveways in quads, shared by 4 homes.
 2. Discussion ensued regarding policies on ornamentation and parking.

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- iii. Has there been a change in the number times of HVaC maintenances (used to be 2 times).
 - 1. JK – HOA pays for spring visit, and homeowner pays for fall visit. The HOA organizes the spring visit.
- iv. Is the homeowner responsible for siding of home? Is there a warrantee on siding?
- c. Karenne Snell, 1209 Sunrose.
 - i. Question: “Are members of the Board elected to a specific post and are they to address homeowners on other issues”?
 - 1. JM – There haven't been enough people running for a given position to hold an election. Mostly those who volunteer for a position, get the position.
 - 2. There are job descriptions for each Board position.

6. Presentation & Discussion by Board Members

- a. Treasurer discussion and Review of Financials (Jerry Toft)
 - i. Reminded all that our fiscal year ends April 31st.
 - ii. Reviewed Income Statement
 - 1. Nothing outstanding, JT has no concerns.
 - a. Because residents pay dues in different ways (monthly, quarterly, annually) this item seems to fluxuate, but balances out by end of year.
 - b. We have to pay State Tax on interest our accounts earn.
 - iii. Currently, as of 8-3121: (see Financial statements for more details)
 - 1. CCHPA Assets are at \$557,730,23
 - 2. CCPHA Liabilities are at \$467,218.37
 - iv. JM – This year we may have to tap into the Irrigation Fund for more sprinkler head replacements.
- b. Landscape Maintenance...Lawns, Trees and Shrubs (Judy Benns)
 - i. Fewer Help calls. Most are about lawn irrigation.
 - ii. Emergency irrigation problems (broken lines, lots of water) should be directed to Shane or Todd.
 - iii. Residents need to be informed about recent changes in Landscaping
 - iv. Mowing began on July 7th. JB was concerned that mowing is not supervised. Periwinkle, then Sunrose was missed, but rescheduled on another day.
 - 1. JM – due to rain, lawn was saturated. Deep Creek will begin at 7:30 AM so they can complete their work. Residents are interfering with their work directing them to do things. Residents should not approach them with special requests.
 - v. Shane is about $\frac{3}{4}$ through community weeding and trimming shrubs. He mentioned the new part of community
- c. Activities Director (Jean Citkovic)
 - i. Nothing to report.
- d. Covenants Ombudsman (Linda Roush)
 - i. There will be a meeting Thursday regarding new parking policy. Some residents want it the same, some want it stricter. Ornamentation will also be on that agenda. Linda has been speaking with residents asking them to attend the meeting.

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- ii.
 - e. Management Transition Team Coordinator (John Rodwick)
 - i. Of the 3 management companies that interviewed, one dropped out. The remaining companies are Heritage and CIC. The Heritage application has been received. Heritage wants \$7/month/unit. Other services are extra.
 - ii. September 15th is the deadline for applications.
 - f. Facilities Director & Farmer Extraordinaire (Lance Lehrkind)
 - i. Farm Report: has done very well. Farmers are sharing produce with residents in boxes placed next to mailboxes.
 - ii. RV Parking: re-sprayed markers for parking lines. Gate was closed hard and broke the latch again.
 - 1. We should reconsider putting automatic opener/closer.
 - 2. JK - we should get some phone bids and add to next year's budget.
 - 3. Vehicles other than RVs are parked there, but must move if the space is needed for an RV.
 - iii. Community Center: has been good with being locked up recently, a good thing.
 - iv. Light fixtures: ours are old, need to consider replacing them and change bulbs to LEDs.
 - g. Secretary (Jan Peterson)
7. New Business
- a. ARC Requests
 - i. Jerry Toft, 1164 Primrose
 - 1. Requesting to change direction of rain gutter and down spout on patio to direct water off patio.
 - 2. Motion made to approve gutter change request, 2nded, vote taken, unanimously approved.
 - b. Suggested changes to Policy and Procedures
 - i. LR will have copies of PPM made for attendees of the upcoming meeting.
 - c. Deep Creek Lawn Service decent beginnings, Alpine Tree Service completed Section 2.
 - i. JM will hold payment to Alpine until some missed areas are taken care of.
 - d. Part time Landscape and Maintenance person (update on Brandon Morgan).
 - i. Will complete initial irrigation check of entire system. Start on head changeover (will come out of funds) and weed removal.
 - 1. Many of the parts for irrigation were made in Mexico, now made in China. Though cheaper, are of poorer quality.
 - e. Trim paint maintenance to begin next week.
 - i. Will work on area 2 (Marigold) and area 1 where paint is peeling.
 - 1. Pete Nunzio, painter. Will use special paint for peeling areas.
 - f. Shane has been working on Fence staining as well as shrub pruning.
 - i. JK – weeping mulberries need to be trimmed. Shane can do the bottom, Alpine will be asked to bid on doing more thorough trim next season.
 - g. Board Members, which members are leaving any ideas on replacement?
 - i. Jerry Toft as Treasurer
 - ii. Joyce Kurt (for Darrel Hamilton) as Vice President.

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- h. Possibility of a volunteer group to do weeding in common areas (possibly guided by Judy Benns?)
 - i. Nothing developed.
 - i. Units falling behind in providing proof of homeowner's insurance?
 - i. JP – number is now 12 for this month, 9 were due last month. 15 were due before June. 4 new units haven't provided any proof.
 - ii. The last two months the list of those not up to date was not included with Cat Tales.
 - j. Update on VaCC North
 - i. The house was moved off the lot, and the lot will be totally cleaned off.
 - ii. Water, sewer lines will be cut in and Periwinkle Lane will be connected. That work is expected to be completed by November.
 - iii. The current unpaved road to 18 Road will be a paved walkway.
 - k. September resident meeting.
 - i. JM – we need to bring community back together. We should have two meetings a year.
 - l. The Mews on 18 ½ Road.
 - i. The application for the low income housing project, the Mews, was pulled.
 - m. Date for next Board Meeting: September 13, 2021**
 - n. Date for September semi-annual meeting: September 16 2021**
8. Actions taken by the Board of the Association
- a. Approval of ARC request from 1164 Primrose to re-route rain gutter on patio.
9. Adjourned at 12:11 PM.

Respectfully submitted by Jan Peterson, Secretary