

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

Monday, December 13, 2021, 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. All Board members present: John Moir, Joyce Kurt, Jerry Toft, Jan Peterson, Linda Roush, Lance Lehrkind, John Rodwick, Jean Citkovic, Judy Benns

2. Review Agenda-Adopt/Amend

- a. Motion made to adopt agenda as is. Motion seconded. Vote taken. Agenda adopted.

3. Discussion & approval of Minutes from Board Meetings dated November 22, 2021

- a. Motion made to approve minutes from November 22nd board meeting. Motion seconded. Vote taken. Minutes approved.

4. Members presentation to the Board open to all Members

- a. Advisory Committee - Nancy Burdette
 - i. Committee Survey was attached to the December Cat Tales. Sixty surveys have been returned at this time. Deadline for turning surveys is January 5th.

5. Presentation & Discussion by Board Members

- a. Treasurer discussion and Review of Financials (Jerry Toft)
 - i. Refer to attached documents:
 - 1. Income Statement
 - 2. Balance Sheet
 - 3. Cash Flow
 - ii. We are getting little return on the reserve funds because we are in a period of low interest rates.
 - iii. We have no liabilities at this time.
- b. Landscape Maintenance...Lawns, Trees and Shrubs (Judy Benns)
 - i. Reminds residents to request chat via the Help email system, DO NOT use ice melt products on cement.
 - ii. Gutter cleaning is over for the season. Helpline reflects some units not serviced.
- c. Activities Director (Jean Citkovic)
 - i. Eighty-two residents attended the Thanksgiving Dinner
 - ii. There are three Welcome visits left to do.
- d. Covenants Ombudsman (Linda Roush)
 - i. PHA Violation Reports – none
 - ii. There were no violations reported.
 - iii. The patio on Periwinkle Ct. was cleaned up.
- e. Management Transition (John Rodwick)
 - 1. There will be two Meet and Greets with residents and CIC. Christine Sartoris will be at the meetings to give general information and answer questions.
 - a. January 10th at 11AM, after the Board meeting
 - b. February 24th at 6PM, before the Association meeting at 7PM

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- f. Facilities Director & Garden (Lance Lehrkind)
 - i. RV Parking Area
 - 1. Two piles of Chat and road base are interfering with access to two lots.
 - 2. The gate needed to be fixed again – it is being closed too hard.
 - ii. Clubhouse
 - 1. LL fixed some ceiling lights – old fixtures, hard to find bulbs.
 - 2. Garbage disposal was leaking – fixed.
 - 3. PA system not working correctly.
 - 4. Exercise room is being left in disarray – blinds, lights on, medical equipment piled up in adjacent bathroom.
- g. Secretary (Jan Peterson)
 - i. JP questioned whether meeting minutes need to be made available to residents sooner (within two weeks of meeting). Consensus was one month is standard at other HOAs

6. New Business

- a. New Board members (reaching out and providing info)
 - i. Three positions open.
 - ii. Board position descriptions were cleaned up and posted.
 - iii. Board Officers are elected on an annual basis.
 - iv. Executive Officers are decided upon by other Board members at April meeting.
 - v. JM will create a questionnaire for those interested on being on the Board to get some background on those interested in being on the Board.
- b. Policies and Procedures Manual updated for pickup parking in RV Parking Area, address Handrails and to add Landscape and Irrigation Maintenance (Approve Changes?)
 - i. This item was tabled for a future meeting.
- c. Rodwick on security options for Community Center
 - i. There are several options
 - 1. ADT: \$1500 to self-install with cameras and motion detectors. For 24/7 monitoring, cost would be \$80/mo.
 - 2. Simply Safe
 - 3. Ring Alarm
 - ii. All cost about the same to install
 - iii. LL & JR will work together figuring a base system to start. Suggests \$2K for setting up a basic system.
 - iv. Is privacy an issue? Only monitor the doors?
- d. Review Bids for Landscape Maintenance, 3 complete bids and one partial. JM reviewed and compared services and prices. No one cleans leaves after November. We would have to contract an outside company after that.
 - i. Deep Creek – best at irrigation
 - ii. WD Yards – are selling a system.
 - iii. Mountain West services
 - iv. Colorado Property Maintenance
 - v. JR motioned to accept Mt. West Contract. LL seconded. Discussion ensued.
 - vi. JK amended the motion (adding that mulching mowers be used and that half of

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the leaves picked up would be hauled away. LL seconded. Vote taken. All were in favor. Mountain West contract approved and accepted for 2022.

- e. Cleaning the pond--Special Assessment (add \$12,000 to Budget?)
 - i. JM – money to clean pond would be taken from reserve and would have no impact on dues. Cleaning the pond must be done before April when the canals are opened.
- f. Contract for Gutter Cleaning (add \$10,000 to Budget?)
 - i. JM estimates the cost would be \$10K and should be on a 4-year rotation as other community maintenance projects (fence oiling, etc.).
 - 1. Older part of the community with mature trees generates higher need for gutter cleaning.
- g. Sidewalk repair (How much should get done? Probably \$15K)
 - i. JM made a call to the City of Fruita to be included in their cost sharing program. Money we contribute would come from reserves. JM suggests we do a little this year and some the following.
- h. Expansion of the Community Center (Will require a vote of PHA, who will organize this?)
 - i. JM suggests we hold off until we see the results of the community survey
 - ii. Who will take this project on?
- i. Rusting Handrails (Is this maintenance or repair, cost about \$1,500 per rail)
 - i. Tabled until January.
- j. Budget Workshop (60 Minutes) Will set up the large screen and consider budget numbers
 - i. Workshop was for Board members, 22-23 Budget.
 - ii. Dues will not increase.
 - iii. If there is interest, a resident budget workshop may be organized.
- k. Christine Sartoris; update and review of the meeting
 - i. CS believes we can make our meetings more efficient and shorter.
- l. Date for next Board Meeting:
 - i. January 10th, 2022

7. Actions taken by the Board of the Association

- a. Mountain West and their contract was approved to be the landscape company in 2022 for CCPHA

8. Meeting was adjourned at 12:24 PM.

Respectfully submitted by Jan Peterson, Secretary