

DRAFT
Country Creek Patio Home Association
Annual Membership & Budget Ratification Meeting Minutes
Monday, March 31, 2025 @ 5:30 p.m.

1. Call to Order and Roll Call

- i. Board members present: Linda Clifford (LC), John Rodwick (JR), Jean Citkovic (JC), Joyce Kurt (JK), Joanne Drake (JD), Ron Snell (RS), Kathleen Wilkins (KW)
- ii. CIC Management Present: Christine Sartoris (CS)

2. Proof of Notice/Verification of Quorum

- i. LC reported the Notice was mailed on 3/15/2025, and notices were posted in the Community.
- ii. The quorum requirement is one-third (1/3) of the lots/units represented in person and/or by proxy or 76. With a total of 157 properties represented in person or by proxy, a quorum was achieved.

3. Adoption of Minutes of the Annual Board Meeting dated March 25, 2024

- i. The Minutes were adopted.

4. Welcome and Introductions

- i. LC welcomed the attendees and thanked them for their support of the Community.
- ii. LC introduced the Board Members and thanked Scott Humphreys, Judy Bennis, and Lynn Holmes for their contributions on the board.
- iii. LC acknowledged the Committee Members, noting that they are what keep the community thriving.

5. Year in Review

- i. LC Presented Slides of this Year's Accomplishments
 - Transparency and Governance: Adopted Leadership Framework, Held Small Group Sessions with approximately 150 members, Finalized the Responsibility Chart, Posted Minutes and Historical Records on the Portal, Addressed the rumor mill issues.
 - Fiduciary Responsibility: Finalized the Reserve Study, Closely monitored investments and expenditures., Treasurer, JR, oversees spending and manages investing. Maintained compliance on unit insurance and Architectural standards with 49 Architectural Reviews processed, managed ongoing litigation with mediation scheduled on June 6th.
 - Community Connection: Helpline responded to 1,599 emails and Manager responded to more than 2,500 board and committee emails, Sent 51 eblasts. We hosted monthly meetings and distributed newsletters. Hosted Appreciation Picnic, Speaker events, Dinners, and other social activities.
 - Property Improvements: Replaced irrigation pump motor, cleaned gutters, painted units in multiple zones, Continued improvements to the pond area, and looking ahead to considering xeriscaping in our most problematic areas to ensure sustainability.

Treasurer – John Rodwick (JR)

JR explained we did well, in spite of a 20% inflation rate and price increases. The return on our investment was approximately \$35,000. Our property manager negotiated with vendors and monitored results.

Budget: JR explained the budget preparation process to minimize the assessment rate while maintaining the level of services.

6. Future Plans

- i. Xeriscaping—we need to stop the misinformation being spread in the community as it is not going to be rocking over everything, or pulling out trees, and will not mean removing grass around the units.

7. New Business:

- i. 2025-2026 Budget Ratification
 - JR advised that the proposed budget amount of \$560,000 will cover expenses and contribute approximately \$50,000 to reserves, and requested member support of the budget.
 - o Member comments included:

- Why was the choice of \$205 vs \$215 eliminated? That was the board's working draft budget when we were asked to consider other options. There is not a choice between two budgets. The board-approved budget is \$215.
 - Could Legal Fees be reduced without litigation? Legal fees will always be a line item for member disputes. The funding for the litigation is coming from the transfer of future operations. .
 - The Inflation Rate of 20% cumulative rate should not be used to estimate future expenses. CS explained that in addition to inflation, the other primary reasons for the expense increases are vendor contract increases, transitioning to full-service property management without a supplement from the Operating Contingency Fund, and adequately funding the reserves based on a true Reserve Study.
- CS explained the vote process. There are 97 units represented in person and 60 proxies for a total of 157 units voting. To reject the budget, 114 veto votes are needed.
 - LC called for the vote to ratify the 2025-2026 Budget.
 - Vote Results: 114 votes are needed to reject the budget. 60 rejection votes were received. The budget is approved.

ii. 2025-2026 Board Election

- LC explained that John Rodwick was the only candidate who submitted an application for the open seat by the February 28th deadline. Therefore, John Rodwick will continue to serve on the Board as his seat is uncontested.

8. Open Forum

- CS provided clarify the vote process when a member noted the process was incorrect: Colorado Common Interest Ownership Act (CCIOA) states: unless the majority of all members reject the budget, the budget stands. Each unit has 1 vote (226 units). Therefore, 114 votes are needed to reject the budget. The budget was not rejected.
- Xeriscaping has opposition and should be tabled: LC explained that xeriscaping is in a planning stage only. A member noted it only looks good because those pictures were taken at a nursery.
- How can we be more environmentally prepared? We need to think about xeriscaping. A member has ideas to make xeriscaping less expensive.
- A petition with 40+ signatures to hold a Special Meeting and the response received from the board was considered offensive by one member. The attorney was consulted to let the petitioners know they did not have a vote in the matter, and their petition did not meet the statutory requirements for a Special Meeting, which they were trying to call. We put the xeriscape item on the agenda at this meeting to hold the discussion.
- The Leadership Framework Policy Manual is not easy to understand.
- Who's running the Community? The Board or the Manager? LC advised the Board to provide the direction and oversight of the manager, assuring the association is well run. The manager implements those directives.
- The Board works for the homeowners. The homeowners should pick the Board. LC explained the election process, and only one person completed the application to run for the open seat. John was properly seated in an uncontested election today.
- Encourage attendance at Board Meetings.
- CS explained that the Leadership Framework Policy addresses the members' requests to evaluate the manager by providing clear guidelines to evaluate the manager and provide clear guidelines on what the manager can and cannot do.
- CS made a special announcement to thank the entire board of directors who work tirelessly for the community and to thank Linda Clifford for her work as the Association's first President. A member noted she regretted she is not continuing on the board.
- Please come to the Advisory Committee Meetings on the first Monday at 10 am.

9. Adjournment: 6:45 pm

Respectfully submitted,
Jean Citkovic, CCPHA Secretary