

**Country Creek Patio Home Association
Board of Directors Meeting Minutes
Wednesday, May 18, 2022 @ 1:00 p.m.**

1. Call to Order and Roll Call

- a. Board members present: Linda Clifford(LC), Jan Peterson(JP), Dan Colesworthy(DC), Jean Citkovic(JC), Linda Roush(LR), John Rodwick(JR), Lance Lehrkind(LL), Judy Benns(JB), Ron Snell(RS)
- b. CIC Management Present: Christine Sartoris(CS)

2. Review Agenda – Adopt/Amend

- a. Agenda adopted

3. Discussion & Adoption of Minutes from Board Meeting dated April 4, 2022

- a. Motion to adopt (DC}, Second (JB}, all in favor, Minutes adopted

4. Member Presentations to the Board Open to all Members

- a. Gladys Burdette – 1102 Sunrose Ln – Repaint - Added to New Business for discussion/action
- b. Mary Jo Ward – 1133 Primrose - Memorial Tree Letter – Added to New Business for discussion/action
- c. Corky Backlund - 811 Alyssum – Memorial Tree
- d. Bob Wilson – 1190 Primrose – landscaping -Added to New Business for discussion/action

5. Board Member Reports Discussion

a. Treasurer (Dan Colesworthy)

- i. Automatic dues payments(ACH) were slightly delayed due to transition. Future ACH deductions will hit on the 15th. No action is necessary.

b. Landscape Maintenance...Lawns, Trees and Shrubs (Judy Benns)

- i. Landscape and Help Line issues are under review

c. Activities (Jean Citkovic for Jan Peterson)

- i. Yard Sale – June 25th
- ii. Summer activities are being planned

d. Irrigation (Ron Snell)

- i. Irrigation system training/documentation is in progress

e. Covenants Ombudsperson (Linda Roush)

- i. Seven Declarations Violations have been issued

f. Facilities (Lance Lehrkind)

- i. The lengthy report can be consolidated, if needed

g. Secretary's Report (Jean Citkovic)

- i. Requested instruction in managing the Master Resident's Database link

h. Legislative Report (John Rodwick)

- i. Colorado Legislature working on 2 bills related to HOAs, mostly procedure bills
- ii. JR will monitor future legislation to ensure our compliance

i. Architectural Review Committee (Linda Roush)

- i. This committee will base decisions equally and fairly on the Declarations and Policy and Procedures(P&P)

j. Advisory Committee (Christine Sartoris)

- i. Responsibility Chart - needs Declarations legal review
- ii. Foundation Inspection - added to New Business
- iii. Next Project - Help Line

k. Management Company (Christine Sartoris)

- i. CIC Community Center Office Renovation – funding will come from CIC budget line. Motion by JB to approve, second by LR, 7 approved, 1 denied, Motion passed

6. New Business

a. Plant Replacements

- i. Work Schedule – A weekly Vendor Huddle between (JM/CS/JP/JB/Contractors) will determine projects for the week.
- ii. Help Line – CIC monitors and communicates appropriate requests to JM for scheduling

b. Security in RV Lot and Community Center

- i. RV Security - Ron Snell will install a Master Combination Lock to secure the gate 24/7. CS will communicate the lock combination to RV renters.

c. Solar Powered Gate at RV lot

- i. Using combination lock instead

d. Hierarchy of Reporting Issues – tabled

e. Request to Stock Fish in the Pond

- i. Motion by (LR) To DENY stocking of fish in the pond, second (RS), all approved

f. Appeal to the Board

- i. ARC denial to add a tree at 1202 Periwinkle Ln – Motion by (LR) to DENY appeal, second (DC), 7 approved, 1 abstain, motion carried. CS will notify the Keims

g. Foundation Inspection

- i. This is a homeowner’s responsibility, not a PHA responsibility

h. Gladys Burdette’s Request to Repaint Metal Railing

- i. 1102 Sunrose porch rail painting is on this year’s maintenance schedule. JM responsible for contractors. Weekly Vendor meeting will determine work schedule. LC will follow up with JM.

i. Memorial Tree

- i. The Board-Approved Memorial tree will remain. A former Board is responsible for the decision; the current Board will uphold the decision. Going forward, ONLY Memorial bricks will be allowed. CIC will prepare a Policies & Procedures (P&P) Revision draft for Board Approval.
- ii. CS will send letter to Mary Jo Ward, acknowledging that her concern is understood. A former Board is responsible for the decision; the current Board will uphold that decision. The Policies & Procedures (P&P) will be revised to ONLY allow Memorial Bricks going forward.

j. Bob Wilson’s Landscaping – 1190 Primrose Ln

- i. Weekly vendor huddle will address irrigation issues at 1190 Primrose

7. Actions taken by the Board of the Association

- a. CIC Office in the Community Center will be renovated. Funding will come from the CIC Budget line
- b. Weekly vendor meeting will update the Board on contractor landscape & maintenance projects
- c. RV Lot will have a combination lock on the gate
- d. Stocking fish in the pond - denied
- e. ARC Decision Appeal from 1202 Periwinkle Ln - denied
- f. Foundation Inspections by PHA - denied
- g. Memorial Tree – Board-approved Memorial will remain. P&P will be revised to ONLY allow Memorial Bricks going forward

8. Meeting adjourned at 2:50 pm

Respectfully submitted, Jean Citkovic, Secretary