

MINUTES

COPPER CREEK NORTH HOMEOWNERS ASSOCIATION (HOA)

BOARD OF DIRECTORS MEETING

August 15, 2019

I. CALL TO ORDER

The meeting was called to order by Lisa Cox at 7:00 pm at Starbucks, located at 624 Rae Lynn, 24 Road and Patterson.

II. ROLL CALL OF OFFICERS

Lisa Cox (President) Jennifer Springer (Vice-President), Clarke Cohu (Secretary), Abby Akin (Media Manager) Absent: Amy Wright (Treasurer)

III. APPROVAL OF MINUTES

Minutes from the Board Meeting August 1, 2019.

A motion to approve with revisions was made by Jennifer and seconded by Abby . The motion passed 4 to 0.

IV. MEDIA MANAGER'S REPORT

a. General update

Abby reported that the web site domain name was successfully transferred. The transfer fee and the ownership of the domain name for 3 years was paid at a cost of \$65. In order to continue to use WIX, the HOA would have to upgrade to a premium plan, starting at \$13 per month. The domain name ownership and the domain name usage are two separate items and so are the charges associated with them. The purchase of the domain name went through Go Daddy in March 2019. Abby used WIX which is another website developer to build the website. Go Daddy charges a transfer fee to WIX. There's a question whether a monthly fee to manage the web site is typical no matter which web site developer is used. Abby then outlined the premium plans offered by WIX. One of the premium plans offered a home owner payment of membership dues through the web site. Another was for Business/E-Commerce .The Board felt that these options didn't apply to the HOA at this time. The other option is a basic plan at the \$13 per month fee. There was a discussion regarding why there was an additional monthly premium fee when the HOA already has ownership of the name and has paid for the usage of that name for 3 years. There was also a discussion to changing the original domain name of Living at Copper Creek North to Copper Creek North HOA to get the website live. Abby will continue to research this issue by asking a web site developer why a monthly premium fee is even necessary and what other options are available to the CCN HOA. The web site is not yet live until the HOA has an understanding of ongoing services and associated costs beyond the fees already paid.

While the web site is awaiting to go live, Lisa suggested a newsletter in early September to cover some up coming events, like the garage sale, impact of parking during Parade of Homes, National Night Out recap, Landscape Committee and another member attended HOA meeting to keep the CCN budget in the forefront for home owners to consider and participate in the decision process. It was suggested that the copy for the newsletter topics be written by the Board members to hand over to Abby for publication. Abby will start gathering the stories and building the September newsletter.

V. SECRETARY'S REPORT

A home owner reported an after hours event in early August which prompted the Board to consider notifying the HOA membership to use an "Urgent Notification" tag in HOA's email

subject line for urgent or emergency issues such as a problem with the irrigation system. There's currently no way a home owner can notify the HOA to receive a timely response for an issue. Without a phone number to contact the HOA, it was suggested that the Board member who is monitoring the month's email account be aware of these alerts and be able to hand off to a responsible party for correction. Another point discussed was who does the HOA notify if there's an emergency? Emergency repairs after hours would top the HOA \$50 ceiling of purchases, requiring the Board's approval. This topic needs further research and discussion in prioritizing and responding to urgent home owner issues.

VI. TREASURER'S REPORT

Amy wasn't present for this meeting.

- a. Status of HOA checking and savings accounts (income/balances):
Lisa reported from Timberline Bank , as of 8/15/19 our current checking balance is \$37,054.52. Savings balance is \$34,851.41.
- b. Expenses/Invoices due or paid:
All expenses and invoices are paid and have been reported in the monthly accounting.

Lisa and Amy are continuing to identify recurring expenses for discussion and planning for the draft 2020 budget. Jennifer suggested that an arborist be included in the 2020 budget, as some of the HOA trees are distressed and pruning will be necessary as the new trees mature. Lisa has included this item in the draft 2020 budget and will get more information to establish a line item number.

VII. VICE-PRESIDENT'S REPORT

- a. General update
Lisa reported that she and Jennifer had signed the signature card at Timberline Bank. Amy will DocuSign later on the card, to complete the transfer.

VIII. PRESIDENT'S REPORT

- a. Results from August 6th HOA/National Night Out Meeting
Lisa reported that the event was well attended by over 45 HOA residents. Two officers, one dispatcher and two commanders from the Grand Junction Police Department attended as part of the National Night Out effort to work with communities to build bridges and support safer neighborhoods. Residents were able to ask questions of the officers and get information about how to support closer, safer communities.

Lisa also reviewed information during the portion of the evening that was dedicated to the HOA meeting. She introduced each of the Board members and thanked Paula Willis for her service. Paula recently resigned from the Board. Lisa also introduced Jennifer Springer who was appointed by the Board to fill the vacant Board position until January 2020 when the HOA will vote to fill the remaining 2 years of the Board term at the annual HOA meeting.

Lisa concluded the meeting by inviting HOA members to send issues or concerns to the Board via email. She stated that the Board works hard to support our community and is excited about working with HOA volunteers on future projects such as the Landscape Committee. Lisa reminded everyone about the annual meeting that would be held in January 2020 and that she hoped to have one other HOA meeting in the fall or winter to introduce the draft 2020 budget to the HOA for questions, comments and input.

Lisa's meeting with Silas Colman on August 15, 2019. Lisa reported on the following topics that were discussed with Silas Colman.

1. After discussion of the needed repairs to the Monroe pump earlier this summer, Silas agreed to pay half of the Monroe pump repair of \$574.28. Future expenses related to the pump will be the HOA's responsibility but he agreed to pay half of this invoice because some of the repairs were a result of the faulty winterization of the pump by Clark & Company.
2. The Copper Creek North subdivision sign currently sited at the corner of 25 Road and Buchanan Drive that advertises Filings # 1-3 of the development will be used for October 2019 Parade of Homes (a banner will likely be posted over the subdivision sign) and then removed.
3. Silas continues to work on the improvements for Entrada Park based on specifications he received from Abby Akin. If possible, the table and benches would be installed before the Parade of Homes.
4. Silas has been trying to find an available contractor to stain the fencing in Filings 2 and 3. Contractors are so busy that he's having a hard time getting someone scheduled but is working hard to get that task completed.
5. The dead trees left by Clark & Company on 24 ¾ Road right-of-way were discussed. Lisa explained that the HOA has no working relationship with them and that their work and warranty are all associated with Silas and Copper Creek Builders. Lisa requested that the dead trees be removed.
6. The standing water in the 24 ¾ Road right-of-way was discussed. Silas explained that the City required the right-of-way to be graded so that it drained to a temporary detention facility in the right-of-way and then discharge to the south. Over watering by residents along the right-of-way and a possible leak was discussed. The right-of-way belongs to the City so there is little to be done by the Copper Creek Builders of the HOA. If the problem persists the City should be contacted.
7. Silas said that hand seeding along Leach Creek area had already taken place and had helped to fill in some of the bare areas. There was no cost to the HOA for the hand-seeding. The grassed area is likely to take at least 2 growing seasons before it will really begin to get roots established and look healthier.
8. Parade of Homes: temporary directional signs will be posted within the subdivision to guide visitors to the home on display. A temporary sign or banner will be posted at the corner of 25 Road and Buchanan Drive on the existing Copper Creek North development sign. Silas will try to contact the home owners on Creek Lane to advise of traffic and heavy parking during the event.
9. Closing out of Filing # 2 with the City of Grand Junction has essentially been completed. Silas will take care of the broken concrete that was identified earlier (in Filing # 2 along the alley and one internal trail) posted where they are currently missing in alleys and on the west side of Creek Lane.
10. Lisa asked Silas what the builder's intent for the parking pods was when they were constructed. He explained that they were intended to off-set the lack of on-street parking for Entrada Vista, Park Vista and Creek Lane because parking is only allowed on one side of those streets. The pods were also intended for the Park View lots that are alley loaded.
11. Lisa brought up the fence staining in Filing # 3, which hasn't been completed. This includes the inside surfaces of the 6' privacy fences which are experiencing a weathered look without the protection of the stain, which Silas addressed in a meeting with Lisa Cox. The Board continued to discuss the 6' property line fence re-staining from a home owners perspective, notably, the outside portion of fencing of which the Copper Creek Builders had originally assumed responsibility to re-stain in Filing #1. However, under the current CC&R's dated January 9, 2019, home owners are now responsible for maintaining the exterior of their 6' property fencing and the outward facing short property fences. The HOA can direct home owners to refer to the current CC&R's for clarification should they have an issue about fence staining. It is recommended, but the HOA can't enforce home owners to also restain the inside of their fences. The CCN HOA inherited the current CC&R's from the builder and as stated in these CC&R's, has no responsibility to invest resources beyond what is currently covered in the CC&R's. However, sprinkler damage to the short stained property fencing from

park watering is the responsibility of the CCN HOA to remedy. Abby suggested that the newsletter be a source of information and ideas about what to expect when staining fences, local contractor costs per sq. ft., sales and discounts and how to combine people and resources for a group staining effort. Additionally, the Landscape Committee could assume an active role as a community resource for these kinds of projects as well as posting this information on the community bulletin board when it becomes available for use.

IX. DESIGN REVIEW BOARD REPORT

- a. DRB update
Clarke reported that the DRB is continuing to process home owner applications for construction and landscaping projects.
- b. DRB Vacancy-Resignation of Syd Pauley
Lisa reported that she had received a letter of resignation on August 8th, 2019 from Syd Pauley which she forwarded to the HOA Secretary for the records. Lisa thanked Syd for her service and discussed the process to fill the vacant position with the Board. The Board will ask for volunteers to serve the remainder of the term and will appoint a volunteer from our HOA community. The appointment and removal from office is covered in the CC&R's, Section VI under Composition, 6.1 (a). The DRB recommends that the HOA Board personally screen this candidate prior to appointing them to serve on the DRB. If a volunteer isn't found before January 2020, then the HOA Board will seek volunteers to serve on the DRB at the January 2020 annual meeting.

X. OLD BUSINESS

- a. Draft 2020 Budget for Copper Creek North HOA
Lisa and Amy will meet later in August to firm up the anticipated expenses of the HOA and present a draft budget for the Board to consider at their next meeting. This will allow time for adjustments and revisions by the Board before the draft budget is presented to the HOA for their questions, comments and input.
- b. Records retention of HOA documents
This topic was tabled until a future meeting.

XI. NEW BUSINESS

- a. Wet areas along 24 ¾ Road right-of-way, west side of neighborhood.
Clarke and Arnie Gurule (Gurule Lawn Care) have been aware of a growing accumulation of ground water just west of the fence line starting at Lot 66 on Creek Lane south to the corner Lot 35 at the far west end of Park Vista Street. Some areas are so wet that Arnie can't run his mowing equipment without damaging the grass. There's a concern that this flooded area with newly planted trees will lead to damage. The tree roots can't breathe when saturated with water. Arnie has decided to cut back the watering volume by ½ to determine if the HOA watering is a significant reason for the problem. Clarke will contact the 5 home owners just east of 24 ¾ Road in an effort to reduce the home owner watering of lawns and shrubs which also may be contributing to the problem. The DRB assumed a lead role in this issue because the controlled drainage on home owner lots is addressed in the CC&R's. The cooperation of both the HOA and the homeowners to remedy this issue is the focus of the DRB. Clarke will update the Board of this issue at the next Board meeting.
- b. Parade of Homes signage and parking.
Clarke received an email from Sunni with Copper Creek Builders asking about the signs that need to be posted for the Parade of Homes in October. The board discussed the location of the signs and the anticipated issues with having a lot of people coming through the neighborhood

with our limited parking. HOA residents will be informed of the event that is held during the first 2 weeks in October and asked not to park in the HOA parking pod in front of Creek Park which is near the Parade of Homes entry on Creek Lane.

- c. October 19, 2019 Shrub Trimming/Weed Pulling Saturday with doughnuts by HOA.
The Landscape Committee is getting organized and is holding a kick-off event with HOA members to get involved with supporting our landscaped areas. The event will be Saturday, October 19th where the HOA will provide doughnuts in the gazebo of Copper Park. HOA members are encouraged to show up to trim shrubs and pull weeds in the four parks and along the trails of the entire neighborhood. The event will be advertised via email to the HOA.
- d. September CCN Garage Sale
The second community garage sale will be held on Saturday, September 21, 2019. As with the earlier community garage sale, the HOA will post signs and handle the advertising for the sale. There was discussion about which local medias the HOA could advertise in . Amy is a resource for Craigslist Western Slope, Nickel and Nickads.

XII. NEXT MEETING

Next meeting is Thursday, September 5, 2019, 7:00 pm at Starbucks, 24 Road just west of City Market, adjacent to Timberline Bank. The address is 624 Rae Lynn, Grand Junction. Northwest corner block of Patterson and 24 Road intersection. This is the same location as the last meeting.

XIII. ADJOURNMENT

A motion to adjourn was made by Abby, seconded by Clarke. The motion passed 4 to 0. The meeting was adjourned by Lisa Cox at 8:56 pm.