

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: January 6, 2021 | 7:00 pm

In Attendance

Board: Jon Shaffer, Dave Houghton, Dave Schroeder, Kevin Maroney, Nick Hammett, Ken Shrum, Beth Van Eaton, and Cindy Graham

Summary

- **Minutes for December** were approved.

Finance

- **Treasurer report** was approved.
- There was discussion about an expiring CD, whether it should be renewed for six months or one year. With interest rates at minuscule levels, the Board reached the decision to renew it for six months in case interest rates increase this year.
- There was discussion about filing a lien against Meadowland for non-payment of dues on their property, but the Board decided against it. Owners have expressed their intent to allow the property to go to the tax sale, so filing a lien will not yield the back dues.

Committee Reports

- #18 N. Parkway new construction is planned. Plans have not yet been submitted.
- Flowers to the Clenningtons have been delivered.
- The Architectural Committee has not received a proposal from the Bakers regarding bringing their property into compliance with the covenants.

Old Business

- Southpark bridge: Construction is unlikely to begin until summer.
- Election of Officers: By acclamation, the current officers were re-elected. Jon Shaffer will remain as president and Cindy Graham will continue serving as Vice President & Acting Secretary.

New Business.

- Discussion next turned to the packet of materials pertaining to the Baker property that each Board member received in the previous week's mail. Reiterating that no proposal for moving into compliance was received by December 31, Jon compiled a list of potential issues, including those addressed in the materials packet and also from feedback of neighbors and pool personnel. He asked the board for permission to send a letter to Melodie Baker detailing the issues along with a request for her resignation from the board. Approval was granted with no objections or abstentions.

- In a follow-up discussion, the Board also agreed that a Code of Conduct for Board members should be implemented as a Resolution. As Board members are charged with upholding and enforcing the covenants, they should be 100% compliant with the covenants and be current with their HOA dues. Those present agreed that this rule should be implemented immediately, and that a Resolution be drafted as soon as possible.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: March 3, 2021 | 7:05 pm

In Attendance

Board: Dave Houghton, Dave Schroder, Nick Hammet, Kevin Maroney, and Jon Schafer

Summary

- Jon Schafer was going to follow up with Cindy in regards to the prior month's meeting notes. They had not been received by board members.
- Jon Schafer was going to follow up with Cindy in regards to reviewing/approving the final working version of the code of conduct document for board members.
- Jon Schafer mentioned that new builds had been reviewed and everything was in order.
- Jon Schafer reviewed the use of executive sessions for the board. It was decided that in the future if there was an issue with a board member's property the matter would be discussed in an executive session and a secret vote would be held on the matters.
- Jon Schafer suggested all board members review all the homeowners association policies annually so they have their own knowledge of them.
- The final item that was discussed during the board meeting was the removal of Melodie Baker from the board. A discussion was had regarding Melodie's lack of compliance with the Board of Director's code of conduct. It was proposed and decided with a unanimous vote that Melodie would be removed from the board (she would be notified by Jon Schafer), it was also decided that any pursuit legal actions regarding Woodbine would be put on hold for now. Lastly, it was also decided that the board at this time would not pursue the Bakers for money owed on Woodbine.
- Following the discussion, Jon Schafer announced that he would be stepping down from the board, effective March 10th. Jon felt like some of the contention and animosity with the Bakers would disappear if he were no longer the Home Owner's Association President. The board members were very disappointed, however they understood Jon's position.

Finance

- **Pool House Roof:** Dave Houghton presented a new proposal for the pool house roof. Dave explained that he had received a quote of \$14,000 for the stripping of the roof (which may contain some asbestos shingles), and the installation of a new metal roof. Dave explained that recent material costs had gone up, and from the research he had done, he felt like the \$14,000 was a fair price. After a brief discussion, Kevin Maroney motioned that we go forward with the replacement of the pool roof, Dave Schroder seconded the motion and the vote was unanimous to approve the funds to replace the roof.
- **Homeowners Dues:** Kevin Maroney brought up the idea of increasing home owners dues in order to build up funds for a future large projects, like the tennis court improvements. It was mentioned that an increase had occurred relatively recently and the group decided to table the idea for now.

- **Pool Resurfacing:** Dave Houghton discussed the possibility of a larger expense coming from the pool surface needing to be repaired in the near future. It was decided to look at the need for repairs following the upcoming swim season.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: April 7, 2021 | 6:07 pm

In Attendance

Board: Kevin Maroney, Ken Shrum, Beth Van Eaton, Phyllis Fogle, and Cindy Graham

Guests: Larry Fogle

Summary

- Kevin Maroney has agreed to serve as president. He was unanimously approved.
- Phyllis Fogle has volunteered to fill the Board vacancy created by the departure of Melodie Baker. Her term will continue through Dec. 2023. The Board unanimously affirmed her appointment.
- Kevin gave a synopsis of last month's meeting for the benefit of those who had missed the meeting. He had sent minutes out by email earlier in the afternoon. The Secretary's Report was approved.

Finance

- Dave Houghton, who was unable attend the meeting, had sent out treasurer's reports several days prior. The treasurer's report was approved.
- Budgeting for a new roof on the bath house was approved last year, but costs have gone up significantly since that time. Materials costs have gone way up; also some asbestos abatement may be required. A bid from Turner Roofing came in at \$14,000. Dave H. did some price checking, and determined their price was fair. As the company owner is also a member of the HOA, Turner Roofing was selected. They plan to begin work on April 15. Even with the cost increase, the roofing costs can be paid without using any money from savings.

Committee Reports

- Ken said that a few house plans that had been reviewed and approved.
- Cindy noted that a new shed appeared to be in the process of installation at the residence located on the eastern end of North Park drive. The new homeowners may not be aware of the covenants regarding sheds.
- Additionally, Larry Fogle volunteered and was appointed to the Architectural Control Committee.

Old Business

- The Code of Conduct was approved at the March meeting and has been posted on the website. There was a brief discussion about whether or not it should be signed. The consensus of the group was that a signed document wasn't needed, but that all board members would need to understand and abide by it.

New Business.

- The Maroney Family was approved for the Pool/Grounds manager positions. Daughter Rachel will be the one in-charge. The position will begin May 8.
- Pool clean-up will be handled as it was in 2020, with a job list and request for volunteers. Beth will work with Dave H. to create and distribute the list. Volunteers will be needed during the final week of April and the first week of May.
- Diane Romine will be asked again this year to be in charge of planting and helping to maintain flower beds. Phyllis & Cindy both volunteered to help.
- There are contracts for the sale of the homes of the Williamson and Thomas families. New homeowners are anticipated later in April.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: May 5, 2021 | 6:05 pm

In Attendance

Board: Kevin Maroney, Ken Shrum, Dave Houghton, Dave Schroeder, Phyllis Fogle, and Cindy Graham

Committee Reports

- On behalf of the Architectural Control Committee, Ken discussed the current construction projects occurring in the HOA, and that all technically met the requirements of the covenants and had approved building permits. A fence at 23 Long Acres was also approved. A shed built for new owners on North Park Drive is just 5' off the road, and may raise concern with Pueblo County Roads & Bridges.
- After some discussion, the Board requested that the ACC issue a "clarification statement" detailing that the ground floor of future new construction be a minimum size of 1500 sq. ft. There are 10 or 11 buildable lots remaining.

Old Business

- Pool House Roof: The new roof on the pool house has been installed. The billing for it has not yet arrived.
- Pool Planters: Diane Romine has volunteered to plant and care for flowers in the planters around the pool again this year.
- Intent to Place Lien: One lot owner is 5 quarters behind on dues. Dave H. will send a certified letter notifying them of an intent to file a lien on the property.

New Business.

- New Website: Beth reported that the price of the website has gone up 50%. Since the HOA has already paid for 2021, no changes will be immediate. However, she has begun working with an alternative network administrator for next year that will cost less.
- Current Website: A few needed information updates to the current website were discussed. Beth will update it as needed.
- Pool Opening Plans: Beth created a sign-up sheet for tasks that need to be done. Volunteers will be encouraged to sign-up for the jobs & times they can help during the first two weeks of May. On May 8th, removal of the pool cover was scheduled for 9:00 a.m. After some drying time, volunteers will reconvene at 2:00 to fold & store the cover. A large dumpster has been delivered. Arrangements have been made to turn on the water and the natural gas. Kevin will contact Jon Shaffer about activating the sprinkler system. Ken will assess whether or not a controller for the pump is needed. Ken also has purchased new tables & chairs for the pool at Sam's Club.
- Welcome for New Homeowners: Phyllis volunteered to purchase, arrange, & deliver flowers to new HOA residents.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: June 6, 2021 | 6:05 pm

In Attendance

Board: Kevin Maroney, Ken Shrum, Dave Houghton, Dave Schroeder, Beth Van Eaton, Phyllis Fogle, and Cindy Graham.

Architectural Control Committee members Marla Nugent and Larry Fogle also attended.

Committee Reports

- **Clarification of Minimum Home Size:** Covenant 9.1 ("No freestanding house shall be constructed having less than 1500 square feet."). A discussion was held about the interpretation of Covenant 9.1. This was a follow-up discussion from last month's meeting about a proposal to clarify the meaning of this covenant. At that time, the Board had asked the ACC to draft a clarifying statement, specifying that a 1500 square feet minimum be required on the main floor of new construction plans. During this month's discussion, there was a respectful exchange about the pluses and minuses of moving forward with the clarifying statement as drafted. A summary of points made were as follows:
 - (1) A smaller home is not necessarily a lesser quality home.
 - (2) Enforcing the building covenants has been based on the interpretations of ACC members, as there are few details specified in the covenants. Going forward, it is important that different ACC members interpret the requirements in a consistent manner.
 - (3) The Board agreed to the following clarification of the 1500 sq. ft. requirement:
 - (a) For one story homes, 1500 sq. ft. of living space on the main level will be the minimum requirement.
 - (b) For two story homes, a minimum of 1000 sq. ft. of living space will be required on the main level with the remaining sq. ft. to bring the total to at least 1500 total square feet on the upper story.
- **Discussion about sheds:** Covenants 9.1, 9.2, & 9.3. Structures containing more than 800 cubic feet that occupy more than 100 cu. ft. and are more than 8' above the ground, must be approved by the ACC. Such structures shall require submission of "complete landscape, grading, drainage and building plans and specifications, including elevations and cross sections, showing the shape, height, type, material and color scheme thereof, and a plot plan indicating the location of the structure on the lot." Additionally, "all necessary building and related permits must be obtained prior to the commencement of construction and all construction must be performed in accordance with applicable building codes and the approved plans and specifications."
 - Previously, the ACC has established precedents that all sheds, regardless of size, should look attractive and have the same exterior material as the owner's house. However, on the last point, the Board agreed that exterior materials should match in color and appearance, but did not have to have be made of exactly the same materials.
 - A limit of one shed is preferred, but a maximum of two sheds per property are allowed.

Old Business

- Dave Houghton reported that after sending an "intent to file lien" letter to an owner whose dues were 5 quarters past due, the back dues were paid in full.
- The insurance agent was notified about the new roof on the pool house. The Board anticipates that this may reduce insurance rates.
- Beth estimates that the new web server will reduce the website cost by approximately 30%.
- The pool opening is off to a good start.

New Business.

- There was discussion as to whether homeowners may use their homes as temporary rentals or Air B&Bs. Covenant 3.9 prohibits homeowners from operating a business and 3.1 specifies that "each lot shall be used and occupied only for single-family purposes" (with the exception of townhouse lots). Covenants do not address rentals.
- Some owners have not been diligent about compliance with Covenant 3.4: "All lots shall be kept and maintained . . . in a clean, safe, attractive, and slightly condition and in good repair." Weeds have been a concern not only because they are unsightly, but many are poisonous and/or noxious, and, if unmowed, could also be a potential fire hazard. Beth volunteered to write a form letter that can be sent to request that homeowners keep their property aesthetically attractive.
- Phyllis purchased, arranged, & delivered flowers to new HOA residents. The Board commended her for a job well done, and Dave Houghton noted that a nice thank you was received from one of the new families.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: July 7, 2021 | 6:16 pm

In Attendance

Board: Kevin Maroney, Ken Shrum, Dave Houghton, Phyllis Fogle, Nick Hammett.

Guests: Laurie Hammett, Larry Fogle

Committee Reports

- Shed at 23 Long Acres has been installed
- Kim Barickman is planning on building a garage near the South end of the property
 - There have been discussions with a contractor but no formal approval has been given

Old Business

- New architectural and rental changes will be posted to the website – motion approved
- The board must vote to approve the letters to specific property owners regarding deficient properties or covenant violations.
 - The first letter will include a 30-day timeframe to correct deficiencies.
 - If not corrected within 30 days, a second letter will be sent requesting owners to submit written justification for why they are unable to correct the deficiency.
- Insurance adjustment for new roof on the pool house – no response from the insurance agent yet.

New Business.

- **Tennis court rehab and development** – Phyllis to obtain quotes for resurfacing (pickleball and basketball hoop). Potential one-time special assessment for fundraising was discussed.
- **Pool house repairs** – Ken to provide quote for tile replacement inside the bathrooms. Men's urinal is not draining properly and may need to be replaced.
- **Pool Mower** – Need to evaluate whether it's time to replace the mower. Ken is evaluating whether or not it's worth fixing.
- **Noxious Weeds** (Poison Hemlock) – Control of noxious weeds is up to the property owner. A snippet will be inserted into the next newsletter to address the property owner's responsibility regarding noxious weed control and mitigation.
- **Pool enclosure property tax** – the property tax evaluation increased from \$0 to \$4000. Dave followed up with the county and was able to reduce the value back to \$0.
- **Resolution – signature authority** for ENT Credit Union and Bank of the San Juans – motion to approve with minor correction.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: September 1, 2021 | 5:58 pm

In Attendance

Board: Ken Shrum, Dave Houghton, Beth Van Eaton, Phyllis Fogle, Nick Hammett, and Cindy Graham.
Architectural Committee: Larry Fogle

Opening Remarks

- Nick summarized minutes from July, which were approved. The treasurer's report was discussed. Dave noted that no water bill for the summer has yet been received; he also asked for approval to remove the three liens pertaining to Woodbine Village from future treasurer's reports, as there is no reasonable expectation of recovering any revenue from those properties. The Cobaugh and Meadowland liens will remain as is. The treasurer's report was also approved.

Committee Report - Architectural

- The meeting began with a discussion about issues related to property maintenance. Phyllis reported that she had spoken to a Southpark homeowner about several discarded porch railings in his yard. He explained that he needed to repair his trailer before he could haul them away. Another Southpark property has been under construction for well over a year, and cannot be considered "substantially complete." Larry talked to the homeowner, and learned that he has had problems finding laborers and accessing construction materials due to the on-going pandemic. Another Northpark homeowner had complained about overgrown weeds on a lot adjacent to Woodbine Village, but the weeds have since been mowed. By consensus, the Board agreed that having a conversation with neighbors (when possible) is the preferred approach to resolve most of these issues. If no action is taken or if the neighbors cannot be reached, then a follow-up letter can be pursued.
- An approval request was received by Southpark residents on Gulfstream who have requested approval to build two Tuff Sheds, 12x16 & 10x12, on their property. Another lengthy discussion ensued about the interpretation of a "shed" vs. an "outbuilding," and at what point (size, height, etc.) a shed (or outbuilding) must be finished to conform to the materials used on the house (stucco, shingles, etc.) The covenants are rather general, and past Boards have been inconsistent in their approvals. When the issue was discussed at a previous meeting, the Board did not hold a vote on the matter and thus the issue is still unresolved. The Board asked the ACC to meet soon and develop specific guidelines, and to send out their findings for an email vote. Once this is done, the issue will be clarified for the homeowners who made the request and for approval requests in the future

Old Business

- The insurance agent was notified about the new roof on the pool house. The agent advised against asking the insurance company for a rate decrease based on the new roof. He was concerned that that the insurance company might actually raise the rate instead.

- Phyllis has attempted to get an estimate for reviving the tennis courts and possibly converting at least one of them into a pickle ball court, but had only one response. The person who responded gave her a cursory response of \$50,000; however, his qualifications were uncertain. Larry said that it will require capping and resurfacing at a minimum. They will continue to make inquiries.
- Larry reported that repair of the bridge over the creek has been postponed until late fall. Traffic may be periodically delayed for short periods of time, but they apparently don't plan to close the road for extended periods of time. Ken wondered if the same paving company who works on the bridge could possibly also pave the tennis courts.

New Business

- The Board approved sale of the old mower to Jon Shaffer for \$300 if he is still interested in purchasing it.
- Pool closing will be Sept. 6. Dave will arrange to have the water, natural gas, & trash service discontinued. Dave recommended putting the cover on the pool on 9/11.* Dave & Ken will organize the effort and will contact Beth to send out a call for helpers by email.
- Larry will repair the tiles on the SE corner of the pool sometime after 9/6 and before the cover is put on.
- Board vacancies will be addressed later in the Fall.

* Because some Board members plan to be out-of-town on Sept. 11, the placement of the cover on the pool will likely be 9/18 (rather than 9/11).

Good of the Order

- Regular meeting times will be re-established for 6:00 p.m. on the 1st Wednesday of the month. Beth will place this information on the website.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: October 6, 2021 | 6:20 pm

In Attendance

Board: Nick Hammett, Beth VanEaton, Phyllis Fogle, Dave Houghton.

Guests: Larry Fogle (Architectural Committee), Kevin Maroney, Laurie Hammett, Roy Clendenning

Opening Remarks

- Prior to the meeting CCMD Manager, Jim Eccher asked if he might address the Board to explain the reasons that the District was hoping to get some supplemental funding for financial needs. To that end he explained was the reason for the District having a Ballot issue on the November to ask voters for DeBrucing approval for the District to make more monies available for badly needed projects.
- Secretary's report was reviewed and approved
- Treasurer's report had been previously sent to Members and it was noted that only a couple of items stood out which was a very high cost of natural gas the last month of the summer which caused a budget overrun and very low charges for water for the entire year which it was assumed was due to problems with a new meter that CCMD installed last spring. Report was approved.

Committee Report - Architectural

- The only member of the Committee present was Larry Fogle and he reported that per the discussion at the September meeting that the committee had met and worked on a clarification of rules for sheds. He noted that they were pretty much in agreement on all items except the issue of allowing sheds between 100 and 200 SF to have outside finishes painted to match the home but not required to be stuccoed. He noted that the committee had voted 2 to 1 in favor of the issue with he being the opposing vote.
- After discussion, the Board affirmed their intent from the Sept. meeting was for the Committee to present a complete package of what would be permitted regarding sheds which would include all variables and not just the 200 SF issue. With that the Board requested that a more complete evaluation and requirement guidelines be submitted.

Old Business

- Pool closing has been completed for the winter with Natural Gas, Water, and Trash Service suspended and both the bathhouse and pump room piping drained and equipment winterized.
- A question was asked regarding the status of improvements on the tennis courts and there was nothing new to report.
- It issue of the urinal in the men's room was again addressed and Dave Houghton reported that when the bathhouse was winterized that the urinal was in a disgusting condition and had not functioned properly for several years in spite of having both a plumber and Ken Shrum

spend time trying to improve the performance. A motion was made and approved to remove the urinal and not replace it at this time.

- The status of the creek crossing was discussed along with the request by the County for permission to use the area just east of South Parkway and on the south side of the creek for staging of equipment and material for the replacement. The Board had been contacted and approved authorizing permission and that has been signed and returned to the County. Information at this time is that the plan is to do the replacement late this year or right after the first of 2022 and the County will keep us updated.

New Business

- Since the Board is 2 members short it was asked if there was any thought about sending a notice to all owners asking for someone to step up and become involved. Since the Annual meeting will be the first week in Dec at the time of the regular Board Meeting it was decided that the request would be made a part of the Notice of Annual meeting and that those notices be sent out early or around the middle of November.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: November 3, 2021 | 6:00 pm

In Attendance

Board: Dave Houghton, Dave Schroeder, Ken Shrum, Phyllis Fogle, Beth Van Eaton.

Guests: Marla Nugent (ACC), Larry Fogle (ACC), Roy & Cindy Clendenning, Adam & Erin Sonnleitner

Opening Remarks

- Dave Houghton sent out copies via email prior to the meeting. Minutes were approved with a correction that the meeting began at 6:20 rather than 7:20.
- Treasurer's Report: The treasurer's report was approved. Dave H. stated that the overall expenditures for 2021 were on-track to be under budget in spite of the expense from the new roof on the pool house. Beth reported that the website service had been renewed for three years at less than the price that was charged from the previous hosting service for last year. The new service has been renewed through November 2024.

Committee Report - Architectural

- Ken presented a proposed form/checklist that specifies size limits, allowed building materials, and required processes for future sheds/outbuildings. This draft was developed by the ACC members. A final copy with formal recommendations will be presented at the December meeting.
- A discussion was held about metal carports. There are no guidelines about them in the covenants; thus, a separate policy may be needed for them. The majority of Board members clearly opposed allowing these types of carports.

Old Business

- The urinal in the pool house has been removed.
- A discussion was held as to whether the Board should send letters to specific property owners to request attention to their property aesthetics and upkeep. There was general agreement that the entire Board should approve such letters before they are sent out. Given that the effects from the pandemic have produced both labor and material shortages, the Board agreed to table such matters for now. Information at this time is that the plan is to do the replacement late this year or right after the first of 2022 and the County will keep us updated.

New Business

- Dave H. presented a draft of the notice of Annual Meeting. Agenda items will include Election of Directors, budget approval, and proxy designation. The notice will be sent out by November 15th.
- Directors whose terms expire in December include Schroeder, Van Eaton, & Graham. Schroeder does not wish to be re-elected. He has asked that Adam Sonnleitner be considered to replace him on the Board.

BOARD MINUTES

Meadowcreek Community Association

Meeting called to order: December 1, 2021 | 6:00 pm

In Attendance

Board: Dave Houghton, Phyllis Fogle, Beth Van Eaton, Nick Hammett, Cindy Graham
Guests: Larry Fogle (ACC), Roy & Cindy Clendenning, Ken Switzer, Gary Jordan

Committee Report - Architectural

- Review of the final copy of "Architectural Review Request Guidelines" was tabled.
- There was a discussion about fencing that is proposed for a home in Southpark. One member of the ACC objected to the type of materials proposed; however, since the fence is not over 4 feet tall, the consensus of the Board was that it was not forbidden by the covenants.

Old Business

- None was discussed.

New Business

- Gary Jordan presented a request for a variance from Covenant 3.8 "Restrictions on Animals." A prospective buyer of his home provided a letter of request to allow them to keep their five miniature dachshunds, even though the covenants allow only three. The variance was approved.

Good of the Order

- Ken Shrum sent an email just prior to the meeting saying that he was resigning from the Board and the ACC.

2021 Annual Homeowners Meeting Minutes

6:45pm – 7:10pm

Attendance: Dave Houghton, Phyllis Fogle, Beth Van Eaton, Nick Hammett, Cindy Graham

Guests: Larry Fogle (ACC), Roy & Cindy Clendenning (guests), Ken Switzer (guest), and Gary Jordan (guest)

❖ Election of Directors (Proxies were distributed to the appropriate members).

- Three 3-year terms were expiring: Beth Van Eaton, Dave Schroeder, and Cindy Graham. Van Eaton and Graham agreed to remain on the Board. Schroeder is stepping down. Adam Sonnleitner was appointed as his replacement.
- Two 2-year terms remain open.

❖ Budget for 2022

- Dave Houghton explained that Colorado City Metro billed the HOA only \$270 for water for the entire summer. The street valve repair they made early in the summer resulted in them not being able to monitor the correct quantity of water. He said the bill would be significantly more in 2022.

❖ Open Forum

- \$12,000 - \$14,000 has been spent each of the last 4 years on pool improvements.
- Need to budget for pool resurfacing in 3-5 years.
- Tennis Courts still need revamping:
 1. One idea is to convert at least one of them for pickleball. Recent estimates have been \$10,000-\$15,000.
 2. There was discussion about using interlocking recycled rubber tiles. Phyllis & Beth agreed to do more research on the costs and feasibility