**DEER CREEK VILLAGES OWNERS ASSOCIATION**
**PO BOX 1142 855 SE Stonebridge Dr.**
**CEDAREDGE, CO 81413**

# MINUTES
## Regular Board of Directors Meeting
## February 14, 2023

1. The meeting was called to order at 9:05 AM by Tate Locke, President.
    a. In attendance were all current board members for 2023 (Sharon Coquillette, Tate Locke, Marcia Martin, Coy McTernan, Linda Scott); Association Manager, Tracy Brown
    b. Owners in attendance: John and Judy Farrell, Stan and Kristy Adams, Steve and Margie Symmes, Barbara Klein, Lynn Spears, Terri Howe, Guida Anderson, Kristen and Marlowe Kissner, Jim Timmerwilke
2. The minutes of the last regular BOD meeting on January 18, 2023 were reviewed and Ms. Martin offered minor corrections.
    a. Ms. Coquillette moved to approve the minutes as amended, Ms. Scott seconded the motion. The BOD voted unanimously to approve.
3. Ms. Scott presented the financial statement for January.
    a. The statement shows movement of $25,000 from CDs to cover expenses in January.
    b. Expenses for trash have increased. Expenses for water and electricity may change when responsibility for the Stonebridge sign is determined. Revenue for parking in the RV lot decreased as there are two unrented slots.
    c. Jim Timmerwilke recommended that the BOD investigate investing in a money market rather than CDs. The BOD will look into that.
    d. Ms. Coquillette moved to accept the financial statement as presented. Ms. Martin seconded. The BOD voted unanimously to approve.
4. CAM Report
    a. Ms. Brown reminded people to sign in.
    b. She reported on the process for notifying New Beginnings, the builder at 335 Limestone Ct., of the violation regarding his metal roof color. This is the builder's third violation. Ms. Martin moved that the BOD direct Ms. Brown to send the builder a notice with ten business days to respond, 60 days to rectify the problem, and assessment of a fine regardless. Ms. Scott seconded. The motion passed unanimously.

c. Mr. Adams and Mr. Spears have offered to help with the RV lot once weather permits. Also, the lock on the gate needs work. She suggested that a committee monitor the lot and report needs to her.
d. There were ownership changes on seven properties although three of them were corrections in PayHOA.
e. We now have control of the DCVOA.com website and should have it updated soon. She has been getting calls from realtors and other interested parties about the public-facing website and its content.
f. Ms. Brown and Ms. Martin attended a training in Montrose on CCIOA and Reserve Studies. She will make PowerPoint slides from the training available on the website. We are required to offer training to all HOA members.
g. Ms. Brown has received contracts from Tumbleweed for snow removal and mowing. S&E Ward's was not interested in submitting a snow removal bid for this year. They will send a mowing contract but need to understand that we will not permit them to use brush hogs. We will review the mowing contracts at the March meeting. The BOD reviewed and Mr. Locke signed the snow removal contract with Tumbleweed.
h. Ms. Brown is still working to set up a special meeting with the Townhome BOD. They are using Assurance HOA management company in Montrose. She has been in contact with them.
i. Our tax return has been completed, and our insurance policy for 2023 is paid in full for the year.
j. The cluster box on SE Fairway at the intersection with Deer Creek is not in the HOA.
k. Mr. Locke reported that the cost of a shroud for the leaking cluster box on Pinyon would be half the cost of a new one and recommended investigating getting a new one. Ms. Brown has tried to meet with the Postmaster to determine how many boxes we will need in the future to accommodate new builds within DCVOA. Ms. Scott asked the Postmaster to provide a list of homes that are using the box on SE Pinyon. She has not yet received that information. Ms. Scott will follow up. The BOD will budget for needed cluster boxes in coming years.
l. The BOD reviewed the contract from Tumbleweed. Ms. Martin moved to approve the contract from Tumbleweed for snow removal through May 1, 2023. S. Coquillette seconded. The motion passed unanimously.
m. Double J was bought out by Bruin Waste. Ms. Brown is working with them to be sure their list of properties served is accurate. Homeowners who also have

recycling pay for this separately. Ms. Brown will make sure DCVOA is not getting double billed.

5. DRC Report
    a. Thanks to Kristen Kissner for her service.
    b. Ms. Kissner reported that the DRC had been reviewing plans submitted to them.
    c. Ms. McTernan asked whether the owners of 325 SE Sandstone Ct. had received any notification of DRC guidelines or concerns about trash and the fence on their property. Ms. Coquillette spoke to the owner informally and let her know about the requirements, but no further action has been taken. The DRC discussed this at their meeting, and they will bring that issue to the BOD. Ms. Brown did not know if they have received a formal packet. All prior mailings to them have been returned, and Ms. Brown has hand delivered things to them.
6. Budget Ratification
    a. The budget was posted on the window of the HOA building. It was not mailed out.
    b. Ms. Klein questioned the procedure for proxy voting. Ms. Coquillette clarified that proxy votes were for the annual meeting to elect BOD members and changes to the Declarations.
    c. Members present approved the budget as presented with a hand vote. There were no dissenting votes.
    d. Mr. Timmerwilke recommended a serious review of expenses for next year to see if we can cut expenses.
7. Penalties for builder non-compliance
    a. Ms. Brown recommended that we resend DRC guidelines annually and ask builders to sign. Mr. Locke noted that approved builders currently have to sign the DRC application for each new project they submit. Ms. Brown asked about the process for removing approved status for a builder. Ms. Coquillette suggested we be more consistent about tracking violations. Ms. McTernan suggested we discuss the process at a special meeting or work session and prepare recommendations to be considered at a regular meeting. Ms. Brown will set up a work session.
8. Continuation of Refunds to Builders
    a. Should DCVOA continue refunds to builders or discontinue them and use unspent funds from their $500 application fee to build reserves? Ms. McTernan suggested clarifying the amount to be refunded at a work session. Ms. Coquillette recalled that it was designed to be an incentive to builders to follow DRC guidelines. Mr. Locke agreed that this can be discussed at a work session.

9. Goals
    a. Ms. Martin recommended that these goals be discussed at a work session as they may be part of a bigger goal. Mr. Locke agreed. Ms. Brown will add it to the work session agenda.
10. Late fees for 730 SE Pinyon
    a. This property had not been updated in PayHOA at the time of sale on December 28, 2022, so current owners were not notified that they owed dues. They paid in full immediately upon learning what was owed. Ms. Coquillette moved to rescind the late fee since it was not their fault. Ms. Scott seconded. The motion passed unanimously.
11. Kristy Adams and Terri Howe, candidates for the DRC, introduced themselves. Ms. Martin moved to accept Ms. Adams and Ms. Howe as DRC members with thanks. Ms. McTernan seconded. The motion passed unanimously.
    a. The BOD recognized Kristen Kissner for her phenomenal work on the DRC.
12. Status of HOA building: questions from Steve Pierce
    a. Ms. Coquillette has been researching the conversation between Lisa Joss, Mark Condon and the attorney in Delta. They recall that, in his opinion, the problem resulted when the property went to foreclosure under the previous developer. The HOA building and lot were not excluded from the foreclosure. Cedaredge One bought it, had clear title and subsequently sold it to Back Nine partnership. Ms. Brown found an invoice for the conversation with the attorney noting an email response. The BOD decided not to spend money to have the attorney at Brown and Camp find that email and resend it. Ms. Coquillette will check to see if she has an old email from the attorney. Mr. Condon will check when he returns to town. Ms. McTernan asked what will go into our answer to Mr. Pierce. Ms. Coquillette suggested that it will contain the results of the title search and the information from the attorney if we can locate it. Ms. McTernan emphasized that we respond to him in good faith. Ms. Brown will send a letter to Mr. Pierce saying that the BOD is working on his concerns.
13. Ms. McTernan requested that the BOD have a work session to review Duties and Responsibilities of Board Members. She also shared information from CCIOA about types of meetings such as work sessions and executive sessions.
14. Open Comments
    a. Ms. Klein brought information regarding what the Townhome Association owns and other documents. Mr. Locke suggested she bring those to the special meeting with the Townhome Association BOD. Ms. Brown would also like the information. Mr. Timmerwilke noted that the master association has always paid

for water and electricity for the Stonebridge sign and owns one water tap. Ms. Scott said that there are two taps and the billing is crossed.

15. The next regular meeting was scheduled for Tuesday, March 14, 2023 at 5:30 PM.
16. Ms. Coquillette moved to adjourn the meeting at 10:30 AM. Ms. Scott seconded. The motion passed unanimously.

**Respectfully submitted,**
**Marcia Martin**