

DEER CREEK VILLAGES OWNERS ASSOCIATION (DCVOA)

PO Box 1142, Cedaredge, CO, 81415 – Meeting Location: 855 SE Stonebridge, Cedaredge

Regular Board of Directors (BOD) Meeting

April 17, 2024 9:00 AM

MINUTES

1. Call to Order (Vice President)
 - a. The meeting was called to order by Ms. Marcia Martin, Vice President at 9:00 AM. Board members present were Ms. Linda Scott, Mr. John Farrell, Ms. Marcia Martin, and Ms. Coy McTernan. Design Review Committee members present were Ms. Judy Farrell, and Ms. Kristi Adams. Community Association Manager (CAM) Ms. Tracy Brown was present. Mr. Tate Locke, President, was not in attendance.
 - b. Owners in Attendance were Ms. Linda Johnstun, and Ms. Barb Klein.
2. Agenda items additions/changes
 - a. An addition was added by Ms. Brown regarding 815 SE Pinyon new build submittal for BOD review and approval. (see Design Review Committee (DRC) Report below).
3. Approve minutes of February 15, 2024 meeting
 - a. Ms. Scott moved to approve the minutes as written, and Ms. McTernan seconded. BOD unanimously approved.
4. Approve minutes of March 19, 2024 meeting
 - a. Ms. McTernan moved to approve the minutes as written, and Ms. Scott seconded. BOD unanimously approved.
5. Financial Statement Review for March (Treasurer)
 - a. The statement “DCVOA March, 2024 YTD Actuals” was distributed. The statement was summarized by Ms. Scott as containing no issues for the first quarter financials from January through March. Ms. McTernan moved to approve the statement, and Mr. Farrell seconded. BOD unanimously approved.
 - b. The report “DCVOA Actuals vs. Planned for Year 2024” was distributed. The report was summarized by Ms. Scott as containing no issues.
6. CAM Report (Ms. Brown)
 - a. Property Transfers during March:
 - i. 2024-03-05 545 SE Stonebridge Drive Melinda and Matthew Heyn, Yvonne Meyers
 - ii. (Quit Claim Deed) 2024-03-29 765 SE Pine Street Lawrence & Margorie Aleamoni, Aran Aleamoni
 - b. Blair and Associates prepared our 2023 tax returns
 - i. The Federal tax bill was \$325 and the State was \$48. This was for the interest income in 2023 of \$1,182.00 on two CD accounts. On April 10, 2024, EFTPS was used to pay the Federal bill and check #3199 was used to pay the State bill (Department of Revenue). The returns were signed by Mr. Locke and mailed via USPS to the appropriate agencies on 04/11/2024.
 - ii. When paying the Federal tax bill through EFTPS, it required looking through the account history, and ultimately consulting with Blair & Associates to log into EFTPS. Through conversations with Robyn at Blair and Associates and looking back through Quickbooks and a copy of the return for 2022, it appeared that a

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\$14 tax bill to Federal had not been paid, but a \$2 Department of Revenue (State of Colorado) bill had been paid. It was determined that there was a miscommunication between Blair & Associates and DCVOA in paying through EFTPS. The EFTPS records did not indicate a non-payment, but at the recommendation of Robyn at Blair & Associates, a \$14 payment was also made to the IRS through EFTPS and noted for tax year 2022.

- c. A second letter regarding the Surface Creek Trail was not sent to the new Administrative Assistant (Carl Holm) at TOC because he had resigned from that position before the letter could be sent. The original letter was resent via email to Mark Relph and he spoke briefly with Ms. Brown regarding it. He said that he would look into it and respond back to DCVOA. No further information has been received.
 - d. The 2nd Quarter Newsletter was sent out April 1st via PayHOA's message board. However, the message board only loaded the newsletter without sending the email. A ticket was sent to PayHOA and they confirmed a glitch in their system. The newsletter was sent again on the 2nd using the "Broadcast" email within PayHOA. The message board glitch has an unknown time before resolution, they hope to have it operational soon.
7. Design Review Committee Report (Ms. Farrell)
- a. Landscaping
 - i. 1375 SE Stonebridge. Pergola. Approved. DRC rep: Ms. Adams
 - ii. 545 SE Stonebridge –The complete landscaping plans must be submitted to the DRC by May 1, 2024, and the work must be completed by October 1, 2024. Plans submitted. Approved with exception for an area of gravel needing plants or boulders. DRC representative is Ms. Farrell.
 - iii. 1045 SE Fairway. Phase 2 of landscaping, trees, and shrubs. Approved. DRC rep: Ms. Farrell.
 - iv. 800 SE Pinyon. Approved. DRC rep: Ms. Larson.
 - b. General
 - i. 1415 SE Stonebridge. Approved, representative is Ms. Farrell. Comment added stating that if the homeowner finds he needs a new roof or other material change, they must submit a new request.
 - c. Fence
 - i. 1560 SE Stonebridge. Approved. Letter to owner noting that work should not begin until the request is approved. DRC rep: Ms. Larson.
 - d. Architectural
 - i. 1400 SE Stonebridge. Approved. Letter to owner noting that work should not begin until the request is approved. DRC rep: Ms. Larson
 - ii. 820 SE Pine. Requesting dormer on south side of house. Approved. DRC rep: Ms. Farrell.
 - e. **New Build House Plans**
 - i. **815 SE Pinyon - BOD action - Plans reviewed by BOD. Ms. McTernan moved to approve the plans as presented, and Ms. Scott seconded. BOD unanimously approved.**
 - f. Significant Requests That Are In Progress

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i. 300 SE Sandstone Ct. Bradbury – Mr. Farrell, Ms. Farrell and Ms. Larson met with Mr. Evan Bradbury on March 27. He was reminded that he has a deadline of April 30 to finish. He was informed that the “trail mix” was not an acceptable ground cover for such a large area. He was reminded that the work needs to match his submitted landscape plan. He was told that if the landscaping is not done or the plans are not followed, monthly fines may begin.

8. Old Business

a. Goal Review (per 2024 BOD plan of action)

- i. There was no April topic on the agenda. A work session to discuss a standard operating procedure for the BOD reserve fund policy, and possibly other related topics has now been slated for May.
- ii. An earlier proposal to purchase dog waste stations for the neighborhood common areas and potentially to donate some to the Surface Creek Trail (if the Town of Cedaredge (TOC) will maintain them) was discussed.

1. Cost

- a. Cost per station was estimated by Ms. Brown for five or six units at \$200 - \$250 each (tax/delivery).
- b. Cost for replacement bags was estimated by Ms. Brown at \$100 per year.
- c. The letter to Mark Relph of TOC requesting input of Town maintenance has had no response yet. Ms. McTernan suggested the BOD seek legal opinion regarding the mechanism of DCVOA “donating” the proposed stations to TOC.

2. Possible locations

- a. Ms. Brown suggested locations on common areas; near mailbox areas, and the retention pond lot, and as previously discussed, along the trail. Suggested Station locations would all be on community parcels with the exception of one near the Back Nine building entrance, if allowed by Back Nine. Specific locations would be identified (prior to purchase) if the station purchases are approved. .

3. Ideas for maintenance options if TOC opts out

- a. Volunteer committee. This option was not discussed.
- b. Bruin Waste - estimated at \$20/station or more.
- c. Independent contractor. This option was not discussed.

4. Mr. Farrell voiced objection to any related fees being paid by owners who do not own dogs.

5. Ms. Farrell questioned whether it is appropriate for TOC to be involved in this neighborhood business, at risk of opposition from non-DCVOA residents.

6. Ms. McTernan suggested the police department should possibly be involved in enforcing trespass related to those using other’s property for dog waste.

7. Ms. Adams pointed out that people from outside the community walk dogs through the neighborhood and may not contribute to an effort to

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- clean up. She suggested more signage and waste stations throughout the neighborhood might help.
8. Ms. Scott pointed out that there is a statewide trend to litter communities with dog waste bags, and this might happen here.
 9. Ms. Martin asked that we wait until TOC responds before BOD takes further action in May. She suggested a survey could be sent out to gauge resident opinion. No decision was made regarding a survey.
- iii. Emergency Preparedness map and information (Mr. Farrell)
 - a. Mr. Farrell succeeded in getting the Delta County GIS office to update the parcel layer in their GIS database to correct property line discrepancies that were significantly inaccurate in our neighborhood.
 - b. Mr. Farrell produced a map of wildfire ingress/egress routes and FEMA flood insurance risk summary for the neighborhood that will be posted by Ms. Brown on the DCVOA website.
 - c. Mr. Farrell is coordinating with Ms. Brown to replace an old block-by-block property ownership map series used in DCVOA business, and develop a strategy for recurring updates.
 - d. Mr. Farrell collected internet links to useful government agency websites that could help DCVOA owners to better prepare. This list will be posted by Ms. Brown on the DCVOA website.
9. New Business
 - a. Ms. McTernan asked about enlisting an additional attorney that would be proficient in HOA business. Ms. Scott said previous discussion is to contact these services as needs arise.
 - b. Ms. Scott asked what the policy is for rain barrels. Ms. Farrell said Ms. Larson researched it and found that the State of Colorado allows them. Ms. Farrell suggested the DRC plan a conversation about it and possibly add verbiage to the DRG.
 - c. Ms. Scott asked Ms. Brown if the BOD has an adequate credit or debit card to make any necessary purchases such as waste stations. Ms. Scott will check with the Bank of Colorado on the limits for purchases with the DCVOA debit card.
 10. Open Comments and Discussion from the Floor
 - a. Ms. Johnstun asked if it is necessary to submit a DRC request to replace existing trees. Ms. Scott said replacement or new trees require a DRC request if heavy equipment is needed.
 - b. Ms. Klein is interested in helping the BOD understand locations of rights-of-way, utility easements, and parking areas to determine maintenance responsibilities.
 11. Agenda Items for Next Regular Meeting
 - a. Dog waste stations.
 12. Time and Date for Next Regular Meeting
 - a. May 15 at 9:00 AM.
 13. Adjourn at 11:00
 - a. Ms. Martin moved to adjourn, and Ms. McTernan seconded. BOD unanimously approved.

Respectfully Submitted,
John Farrell, Secretary