

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

send a biography with picture to her by November 1. Mr. Locke indicated his intention to run.

- g. The DRC and Ms. Brown met for a work session at the end of September. They want to set up another with the goals of developing a complete checklist for DRC members and updating and streamlining the checklist for builders, along with some language clarifications in the DR Guidelines which will be sent for approval by the Board before their effective date.
 - h. There is an online webinar on HOA reserve funds held by DORA on October 27 from 1 to 2 PM. Ms. Brown has registered to take part and would be happy to send the link to anyone who would like to watch the webinar.
6. Design Review Committee Report: Tara Fitzgerald
- a. Landscaping
 - i. 325 SE Sandstone Court: Needs extension or violations; expired in August 2023. Email was sent to the homeowner and opened, but no response. Referred to Board. After discussion, the Board authorized Ms. Brown to send a letter of violation.
 - ii. 305 SE Sandstone Court: CO was January 2023. The house is unoccupied and unsold. No landscaping plan has been received. Can the Board act as the “declarant” to enforce a landscaping violation? Mr. Locke noted that it has not been one year yet, so there is no violation until January 2024. Ms. Brown said that she had received a landscape plan after the DRC meeting last week and that it had been entered into Pay HOA. Apparently plans had previously been sent but to an incorrect address. This resolves the issue for the present.
 - iii. 300 SE Sandstone Court: Landscaping extension comes due on 10/19/2023. A reminder stating this was sent to homeowners 10/2/23 with no response. This is their second extension. Ms. Coquillette observed landscapers working there on 10/17/2023. Ms. McTernan questioned the number of extensions they had already received. After discussion, the Board directed Ms. Brown to send the owners a letter of violation after 10/19/2023. Owners have 30 days to remedy. After that, a fine may be assessed.
 - iv. There was discussion about our policies around granting extensions for projects. The DRC is examining this and will report their recommendations to the Board.
 - v. 545 SE Stonebridge Drive: CO was 03/6/2023, but nothing has been submitted or started and winter is coming. Sent email with friendly

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reminder they have a year to landscape without a violation along with the DR Guidelines and Master Declarations. No response was received.

- vi. 555 SE Pine Street: Landscaping is complete. Closed out of PayHOA.
 - vii. 815 SE Pinyon Street: Request to remove weeds/trees in back. DRC approved.
 - viii. 1410 SE Fairway Drive: Put up a lattice without request for approval. Email sent asking them to submit application for lattice and reminder that landscaping will need to be approved by DRC as well. Submission listed on PayHOA. DRC met with the owners and have a detailed plan that has been uploaded into PayHOA. The DRC needs to review and decide.
 - ix. 300 SE Limestone Court: Looks complete. DRC will meet with homeowner to see if approved plan is complete.
 - x. 710 SE Pine Street: Patio is complete. Closed out in PayHOA.
 - xi. 1395 SE Stonebridge Drive: Landscaping already completed without approval. No email on file. DRC mailed a letter 10/3/2023 with information regarding the process along with the checklist asking for a formal request for approval. Ms. Brown noted that the owner submitted a completed checklist and landscape plan on 10/17/2023. ProScape Landscaping may not be clear on which homes are in the HOA.
 - xii. 1005 SE Fairway Drive: Ms. Brown texted Tumbleweed to get an update and per the landscaper everything is finished except plants; however, they are missing decorative boulders and plants in front. Ms. Brown will communicate with Tumbleweed regarding getting this completed per approved plan.
 - xiii. 335 SE Flagstone Court: DRC met and approved revised landscaping plan. Several residents have complained about the site. The DRC and Ms. Brown urged patience as the landscaping is far from complete and cannot be completed until spring.
 - xiv. 1555 SE Stonebridge Drive: Extension expires 11/10/2023. DRC will let this go until expiration and then close out. The concrete extension will most likely not occur and doesn't need to. They will no longer park on the gravel.
 - xv. 800 SE Pinyon Street: Need to change the chain link gate to wrought iron. DRC to get the status from homeowner.
- b. General
- i. 1570 SE Stonebridge Drive: Repaint exterior. This request was submitted to HOA and DRC approved. Letter sent.

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- c. Fence
 - i. 325 SE Flagstone Court: Fence is complete; closed out in PayHOA.
 - d. Window/Footing Measurements/Walk Arounds
 - i. 800 SE Pinyon Street: Ms. Fitzgerald did walk around and all is complete. Closed out request.
 - ii. 615 Spruce Street: Application dated 01/18/2023. DRC will complete the walk around. Concern over dark sky lighting guidance; will be discussed with the builder. Dark Sky requirements are encouraged by DCVOA but are not required by Cedareddge building codes.
 - e. The Board thanked the DRC for their informative email regarding this and other issues.
7. Old Business
- a. 1310 SE Fairway Drive colors:
 - i. BOD members who viewed this noted that the color and stone are similar to 1305 SE Fairway Drive; however, the accents, roof and garage doors are very different. Other nearby houses are also beige. The owners picked the colors and do not have a second choice. 1305 SE Fairway is set back from the street with mature landscaping. Mr. Locke recused himself as the builder. Ms. Scott recused herself as a neighboring property owner. Ms. Martin moved to approved the colors as presented. Ms. Coquillette seconded. The motion passed unanimously with two recusals.
 - b. Policy 3 update:
 - i. The only change to the original wording was to add a late charge “per month.” This change was approved by the previous BOD but the wording was never changed. Ms. Coquillette moved to approve the wording change as presented in the agenda. Ms. Martin seconded. The motion passed unanimously. Ms. Brown will present the revised policy for the required signatures.
 - c. American Family Insurance DCVOA policy: See CAM report.
8. New Business
- a. Increase fees for RV lot to \$400 per year (\$16.67 per month increase for a total fee of \$33.33 per month) beginning January 1, 2024:
 - i. The RV lot needs to pay for itself especially considering repairs and improvements for security. The market rate for RV storage in this area is much higher than what DCVOA is currently charging. In discussion, Mr. Locke asked who on the board currently uses the RV lot, and he alone raised his hand. It was agreed that having representation as a lot renter

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was good, and he agreed with the rate increase. Ms. Scott moved to increase yearly fees for RV storage to \$400 per year effective January 1, 2024. Ms. Coquillette seconded. The motion passed unanimously.

- b. Ms. Fitzgerald shared a variance request for fencing at 1305 SE Fairway Dr. The DRC recommended approving but requested BOD approval as it is an unusual request. Discussion about the variance noted the fence has been in place for several years, and the homeowner simply wants to move the gate further back on their property but still leave the existing side fence where it is (without decreasing its size by removal to the new gate location). Ms. Martin moved to approve the fencing variance of leaving the side fence in place. Ms. Coquillette seconded. The motion passed unanimously with Ms. Scott recusing herself as she is the property owner.
- c. Increase assessments for improved lots to \$480 per year (\$3.33/mo. increase) and vacant lots to \$120 per year (\$0.83/mo. increase) effective January 1, 2024:
 - i. Costs have increased. Assessments should be raised incrementally as costs increase rather than dipping into reserves or having large increases down the road.
 - ii. After discussion, Ms. Martin moved to approve the increased assessments. Ms. Scott seconded. The motion passed unanimously.
- d. Add HOA reserve fee to property sales (through title companies):
 - i. Upon closing, title companies may collect various fees including a fee for the management company to complete paperwork, a transfer fee, and a reserve fee to go into reserves.
 - ii. The BOD discussed options at the budget work session as there is a need to increase both our revenue for operating expenses and our reserves.
 - iii. A BOD goal is to strengthen reserves based on accurate reserve studies. The most recent reserve study was for 2023; however, that study did not accurately reflect all the assets we have in reserves, such as CDs.
 - iv. Ms. Klein asked about impact on the Townhomes. Ms. Brown clarified that this fee would go to the reserves of the master association. Mr. Locke said SBTH could elect to impose its own closing fees. Ms. Coquillette commented that the SBTH should look into something similar for building their reserves. Since townhome purchasers could potentially pay a fee both to that association as well as to the master association, DCVOA does not want to set its fee so high that future townhome purchasers could be discouraged from purchasing.

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- v. Mr. Locke was asked what our anticipated expenses are that could drain reserves. We currently have reserves for several potential liabilities: a contingency reserve, a landscape reserve, a walking path reserve, and a master reserve. We may also need reserves for potential legal issues. We no longer need a reserve for the walking path although, according to Ms. Brown, the Delta County map shows the path from SE Jay Ave. south may still in the DCVOA's name. There was some confusion about this, and Ms. Brown will research it further.
 - vi. Ms. Scott clarified that the title company will issue the DCVOA one check for both the transfer and the reserve fees which goes into the operating account. Money for reserves will then be transferred to the reserve checking account.
 - vii. Mr. Locke suggested that a total of \$500 would not be a deterrent to sales. Of this, \$100 would go to working capital and \$400 would be transferred to reserves.
 - viii. Mr. Doerfler asked about using reserves to purchase the Wigger townhome property. Mr. Doerfler also asked if any of the reserves could go to support the golf course. Mr. Chapman asked about purchasing the HOA building. These are not currently anticipated future expenses. The board's current understanding is that a contribution to the golf course would not be legal.
 - ix. Mr. Doerfler also asked what value residents receive from the reserve fund. Ms. Brown noted that having a stable, well-managed HOA is a benefit and having strong reserves allows for unexpected expenses or long-term expenses to be paid without strain on the operating account.
 - x. BOD members noted that revenue from this source is dependent on sales. This revenue will fluctuate and not be immediately available.
 - xi. Several questions arose around the legality of how much a non-profit can collect and keep in reserves. Transfer fees are regulated by DCVOA's Policy 9.
 - xii. After further discussion, Ms. Coquillette moved to add a \$400 reserve fee to property sales as of January 1, 2024 pending Ms. Brown's research into legal restrictions on reserve accounts. Ms. Martin noted that the upcoming webinar on HOA Reserves may answer this question. This would bring the total fees paid to DCVOA at closing to \$500. Ms. Martin seconded. The motion passed unanimously.
- e. Ms. McTernan left the meeting.

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- f. Proposed 2024 budget:
- i. This must be voted on so it can be included in the Annual Meeting packet.
 - ii. Ms. Martin moved to approve the budget for 2024 pending changes to the reserve fee. Ms. Coquillette seconded. The motion passed unanimously.
9. Open comments and discussion from the floor
- a. Ms. Johnstun asked if DRC approval was needed to remove a dead tree. It is not. She also asked if the DRC needed to approve adding a tree. Paragraph 4.2 of the DR Guidelines states that, "Any changes or additions in the landscape design that modify the existing design requiring anything more than hand tools (i.e.: backhoes, concrete trucks, skid-steers, or other heavy equipment) must be presented in writing for approval by the DRC." She also asked if landscaping on a property has not been completed and a new owner comes in, is the time limit for landscaping extended. It is not. A new owner would have to ask for an extension.
 - b. Mr. Doerfler shared that the Town of Cedaredge approached Mr. Wigger about possibly donating his property for a park. He asked about the status of Mr. Wigger's request to replat. Mr. Locke said that the BOD has been advised that Mr. Wiggers should first seek a successful vote of 2/3 of the SBTH members before seeking 2/3 vote from the DCVOA members to replat. Mr. Locke said he believes that Mr. Wiggers has started the process of seeking this vote. Mr. Doerfler asked about the long-term plan for this property. That is unknown.
 - c. Ms. Klein asked for proxies to take to townhome owners to solicit votes for the increase in DRC members. Ms. Brown will provide these to her.
10. The next meeting will be at 9:00 AM on Wednesday, November 15, 2023. The DRC meeting is on Tuesday, November 14, 2023.
11. Ms. Martin moved to adjourn the meeting. Ms. Scott seconded. The meeting was adjourned at 11:16 AM.

Respectfully submitted,
Marcia Martin