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

MINUTES
Regular Board of Directors Meeting
September 20, 2023

1. The meeting was called to order at 9:05 AM by Sharon Coquillette, Vice President. Board members in attendance were Marcia Martin, Coy McTernan, and Linda Scott. Tate Locke was absent. Tracy Brown, Association Manager was in attendance.
2. Others in attendance: DRC members Kristy Adams, Terri Howe and Tara Fitzgerald; Linda Johnstun, John Farrell, Judy Farrell, Jonathan Gerspach, Erika Gerspach, Barb Klein, Matthew Furubotten.
3. Ms. Martin presented the minutes from the August 23, 2023 Board of Directors meeting. Ms. Scott moved to approve the minutes as presented. Ms. McTernan seconded. The motion passed unanimously.
4. Ms. Scott presented and reviewed the financial statement for August.
    a. Total income for August is 106% of what was budgeted. Year-to-date totals are within $273 of what was predicted.
    b. Accounting expenses are down as Ms. Brown has taken on more accounting tasks.
    c. HOA management expenses are higher than budgeted due to the new management contract adopted last month. Ms. Scott will present a new monthly budget in September reflecting this change and other changes discussed at the BOD work session on September 15, 2023.
    d. Although expenses exceeded income for August, Ms. Scott assured the BOD that the bank balance is adequate to cover expenses.
    e. Ms. Martin moved to approve the financial statement as presented for August 2023. Ms. Scott seconded. The motion passed unanimously.
5. At the request of DRC members who had to leave early, the order of the agenda was changed. The following minutes reflect that change.
6. Design Review Committee Report
    a. Landscaping
        i. 305 SE Sandstone Court: Landscaping not initiated. CO was January 2023; however, the property was built for an out-of-state investor and is not occupied. The Design Review Guidelines state that landscaping must be completed "…not later that one (1) year following the closing or first

occupancy of a property, whichever comes first…" (section 4.2). Because of the onset of winter, the BOD may choose grant an extension. The DRC and BOD will research and discuss this at a later date.

ii. 820 SE Pine St.: Approved – Letter sent.

iii. 300 SE Sandstone: Extension comes due on 10/19/23; a reminder stating this was sent to homeowners 10/2/23.

iv. 545 SE Stonebridge: CO was March 6, 2023, but nothing was submitted or started with winter coming. Sent email with friendly reminder they have a year to landscape without a violation along with the DRG and Master Declarations.

v. 1395 SE Stonebridge: Landscaping already completed. No email on file, so a letter of information regarding the process will be mailed October 3, 2023 asking for a formal request for approval.

vi. 1555 SE Stonebridge: Extension expires 10/10/23. Sent friendly reminder stating this and asking for their plans or to close this request out.

vii. 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 (letter to homeowners) listed on PayHOA.

viii. 325 SE Sandstone Court: Needs extension or violations; expired in August 2023. Email sent.

ix. Questions arose regarding the number of extensions the BOD can grant for landscaping, especially considering the difficulty of scheduling landscapers. This will be discussed at a later time.

x. Ms. McTernan requested that the DRC send notes to the BOD in advance of meetings so that Board members are prepared to answer questions. Ms. Howe commented on the difficulty of keeping up with the required work as well as sending out minutes. Ms. Brown noted that DRC meetings are a week in advance of Board meetings, and all Board members are invited to attend. Also, there is a Board liaison who volunteered to attend DRC meetings. Ms. Howe agreed to try to be more timely in notifying the BOD if there are questions that the DRC needs BOD clarification on.

b. Architectural

i. 820 SE Pine St.: Addition of a dormer; 2115 sq ft; house plans in office. They were informed to present a set of plans showing the new addition to scale, etc.

c. Fencing
   i. 800 SE Pinyon St.: Approved by DRC 09/12/23. Letter sent.
   ii. 875 SE Pinyon St.: Approved outside of regular DRC meeting. Letter sent.
d. General
   i. 980 SE Fairway Dr.: Concrete Block. Ms. Fitzgerald addressed with Tate Locke and Coy McTernan and it was approved.
   ii. 1030 SE Fairway Dr.: Metal accent. Approved variance to add trash/AC containment area with same metal accent around the house. Letter sent.
e. Other
   i. 980 SE Fairway - New Beginnings: CO delayed at time of board meeting; however, DRC can still do a walk around for compliance with DR Guidelines.

7. New Business
   a. **Policy 3 update:** Ms. Brown will retype to present at the October 18 meeting.
   b. Increase in RV lot fees: This will be discussed at the October 18 meeting.
   c. 770 SE Pinyon plan approval:
      i. Concerns were expressed about the colors being too close to 775 SE Pinyon. Ms. Fitzgerald pointed out the differences between the two homes and that the DRC felt the colors of the siding and roof were different enough to allay concerns. The stone color and chinking are different. The house styles are also very different.
      ii. Ms. Martin moved to approve the plans and colors as presented for 770 SE Pinyon. Ms. Scott seconded. The motion passed unanimously.
   d. 775 SE Pinyon:
      i. The owner, Mr. Gerspach asked if a variance is needed for the patio, which extends into the setback. Ms. Brown assured him that, since the patio isn't a permanent structure, no variance is needed.
      ii. Ms. Martin moved to approve the plans and colors as presented for 775 SE Pinyon. Ms. Scott seconded. The motion passed unanimously.
   e. **1310 SE Fairway:**
      i. Ms. Scott noted that the stucco color and stone as presented are very close to those on her house which is across the street. DRC members compared the colors directly with Ms. Scott's house and felt there was enough difference for them to recommend approval. Ms. Scott felt that changing the style of the stone would help, although a physical stone sample was not presented, only a picture.

ii. Ms. Brown suggested voting on at least the style so building can proceed. Several BOD members expressed an interest in looking at the stucco color sample next to Ms. Scott's house.

iii. Ms. Martin moved to approve the building plans as presented. Ms. McTernan seconded. The motion passed unanimously. The decision on the colors will be deferred until more BOD members can review them.

iv. Mr. Farrell noted that the sample board as presented was "amateurish," that computer printed colors are inaccurate, and that small samples make it difficult to evaluate colors and materials. Ms. Brown and BOD members agreed but noted the difficulty of obtaining samples in the cases of some materials. Discussion followed regarding the need for both adequate samples for decision making and a unified sample board for archiving. Ms. Brown added that, once a house is finished inspected, there is really no need to continue to keep samples on file. Ms. Brown will request larger color samples and, potentially, some different stucco color choices from the builder if BOD members request it.

8. CAM Report: Tracy Brown
   a. There were two ownership changes recorded in August. 1435 SE Stonebridge, and 335 SE Limestone.
   b. There were no professional service charges in August (not charged until Sept), although there were two submittal fees in August for: 770 SE Pinyon (Casa Bella/Furubotten) and 775 SE Pinyon (Mayberry Builders).
   c. The BOD held a budget work session on Sept 15.
   d. The final DMEA bill was received on August 14, 2023, so there should be no additional charges to DCVOA for the sign at SE Stonebridge and Jay Aves. In response to a question from Ms. Martin, Ms. Brown noted that the sign is in Town of Cedaredge property, and the future of the sign is up to the Town.
   e. Policy #3 wording needs to be updated to correctly reflect a change made by the BOD as noted in the October 25, 2022, minutes. Homeowner Lisa Joss provided suggested rewording of the policy as she was the VP of the Board during the time the change was made. The only section that required updating was Collection of Unpaid Assessments. This will be on the agenda for October 18.
   f. RV Lot:
      i. On Thursday, Sept. 14, Ms. Brown was notified that a Camper trailer had been stolen from the RV lot. This came after the news on Sept. 13 that the lock and chain were missing (they were replaced within a couple of hours of this notice). She met the owner at the lot and a police report was made. The camper was recovered within 24 hours. The RV lot

owners, as well as homeowners, had been kept apprised of the situation via email and/or phone calls. The camera that is to be installed in the lot will require a different mounting location to properly set off its motion detector. It was not installed at the time of the theft. Ms. Brown is working to get this taken care of in a timely manner. It will take some conversation and fabrication of a mounting piece for the gate.

ii. The motion lights that had previously been installed seem to be working, although one was re-directed down toward the ground. It was the SE corner light, and it has been re-directed back toward the fence line. Ms. Brown will continue to work with the BOD for any additional modifications to the RV lot, and share conversations and ideas from owners about the potential for different or additional security, a sign in/out sheet, removing vegetation from the outside of the lot to better see the lot, etc.

g. Ms. Brown and SBTH owner Ms. Klien labeled a set of maps with lot and address numbers to be made available in the office for the DRC.

h. There is a dead tree at 700 SE Stonebridge that could fall onto the house at 680 SE Stonebridge. Ms. McTernan recused herself from the discussion as the owner of 680 SE Stonebridge is her relative. The BOD directed Ms. Brown to address this issue as allowed in the Master Declarations.

9. Old Business

a. Wigger townhome lots

i. Ms. Brown presented an email from Nick Streza, representing Mr. Wigger, regarding getting the votes to change the status of their lots as previously presented to the Board. Mr. Streza asked if the BOD believed the best course of action was to start with the Townhome HOA before the Master HOA. The BOD agreed that this is the way to proceed. A copy of the email is included (see **Addendum**).

ii. Ms. Martin suggested that DCVOA may be able to form an alliance to help with canvasing the Master Association to get two thirds to vote on this and other proposals.

iii. Ms. Klein offered to help collect proxy votes.

b. Completion of landscape violation at 1350 SE Fairway Dr.

i. The owner has not corresponded; however, Ms. Brown and others have viewed the property and feel that the problems have been addressed. No vote was needed.

10. American Family Insurance non-renewal of DCVOA policy effective January 13, 2023

a. American Family Insurance doesn't cover townhomes; however, SBTH has their own insurance. Our agent feels that their restriction doesn't really apply to DCVOA and will work with them regarding the renewal. Ms. Brown is also investigation other insurers. There will probably be cost increases.

11. Two Board of Directors positions are open in December. Candidates are needed.
    a. Ms. Farrell questioned the process for running. The BOD prefers to have representatives from different areas of the neighborhood. Officers are elected by the BOD after new members have been elected.
    b. Ms. Farrell also asked about the policy for having two members of the same family run for Director positions. Ms. Brown clarified that each property has one vote, not each owner. If two owners from the same household both serve on the Board, each one could have only half a vote. One person could be on the BOD and the other on the DRC. Ms. Martin also mentioned that the Board should represent the neighborhood. Having two members of the same household on the Board would not be representative and would also not look good.
12. Open Comments and Discussion from the Floor
    a. Ms. Klein asked to confer with Ms. Brown regarding insurance. Ms. Brown noted the SBTH insurance is completely separate from DCVOA.
    b. Ms. Klein asked if SBTH are governed by the Master Declarations of DCVOA regarding landscaping because SBTH have no landscaping regulations or process. She asked to be involved with the DRC to advise regarding the Townhomes landscaping issues and to put language in the DR Guidelines covering SBTH. Ms. Coquillette asked who is responsible for maintaining their landscaping, individual owners or a landscaping company. Ms. McTernan suggested forming a committee with DRC involvement to develop this language. Mr. Farrell suggested that the Townhomes form a committee and develop language to present to the BOD. Ms. Brown advised that the DRC has a work session scheduled to refine and improve their procedures. After that is completed, Ms. Klein could present written language to the DRC for their advice and approval. Final language would have to be presented to the BOD for approval. Nothing can conflict with the Master Declarations.
    c. Ms. Johnstun asked for information about violations. Ms. Brown referred her to Policies 3 and 5 and the DR Guidelines.
13. Agenda Items for Next Regular Meeting
    a. Increase in RV lot fees
    b. Colors for 1310 SE Fairway
    c. Policy 3 update

d. Ms. McTernan offered to do research on landscape plan extensions and violations.

14. Meeting adjourned at 11:20 AM

Respectfully submitted,
Marcia Martin

Addendum:
Nick Streza
<nick@deercreekvillagerealty.com>
Mon, Sep 18, 2023 at 2:19 PM
To: DCVOA2022@gmail.com
Hi Tracy,
Regarding the 10 town home lots Mr. Wigger owns:
During the phone conversation I recently had with you it seems as though the HOA attorney believes we need a 2/3majority in the owners in the Master Association and the Town Home Association. As I mentioned to you, I believe it makes the most sense for Mr. Wigger to first seek the 2/3 approval from the Town Home Association as this is the HOA that would be losing membership and income.
Mr. Wigger has been on vacation and just returned.
Please share this with the Master Association Board and let me know if they also think this is the correct route.
Thank you,
Nick