

**MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL**

*Date:* January 17, 2013  
*Place:* Parker Senior Center  
*Attendees:* President – Dave McKnab – Present  
Vice President – Larry Poffenberger – Not Present  
Treasurer – Jim Whitis – Present  
Secretary – Sue Leonard -- Present  
Member at Large – Britain Weise – Not Present  
Property Manager – Laura Williams – Present

**Minutes of Town and Country Village Homeowners Association, Inc.**

**1. Call to Order**

Meeting called to order at 7:00 PM by Dave McKnab

**2. Approval of Minutes**

The minutes from the November 2012 Board Meeting were approved as presented.

**3. Financial**

Dave reported that the current financial reports were available at the front table.

**4. Homeowner Communication**

- A. A homeowner stated that the bag at the doggie dumpster on Victorian needs to be changed more frequently. Laura stated that the bags are changed at least twice a week but she would check into the problem.
- B. A homeowner stated that the dog owners at 19XXX Summerset Land do not pick up after their dogs. She brought a photo showing 2 piles of poop and also that the grass had been killed by the dogs. Laura stated she would talk to the owners about the problem.

**5. Old Business**

**A. Paint 2012 Project**

- 1. Town & Country Village HOA consists of 83 residential and 7 non-residential structures. Currently, 46 residential structures consisting of 314 units and 6 non-residential structures have been painted. The Paint 2012 Project is approximately **62.9%** completed. Weather events and the holiday & decoration season affected both carpentry repairs & painting operations causing project delays and work stoppages lasting approximately 46 workdays for 2012.
- 2. CertaPro Painting also completed repainting both south & east facing sides of 20 residential structures having received hail damage to the new paint. This action allows both the paint manufacturer and workmanship warranties to be reinstated for the affected structures. Another paint & siding hail damage examination to address previously undiscovered hail damage during the original insurance assessment was also completed. Work notification postings will be provided to inform HOA residents when carpentry and painting will be performed on all affected residences.

**B. Roof 2012 Project**

Roofing operations have also restarted after having delays attributable to weather & rooftop conditions in addition to the holiday season. To date, the following structures had roof replacement or repairs: BF10808, SW10806, SL19820, FW10792, BF10820, FW10752, FW10760, FW10740, FW10772, FW10740, FW10741, FW10728, FW10716, BF10916, SL19834, SL19852, BF10902, FW10715, FW10792, SC20020, SC20040, SC20050, SL19902, SL19916 & BF10840 are completed with the exception of some

gutter/downspout work. This is approximately **30.1%** completion of all Town & Country Village HOA residential structures. Roof work postings will be provided to all homeowners & residents explaining when work is scheduled and will include parking limitations, if any, due to needed construction access. **It is important to note Town of Parker Building Department permits are required to remain affixed when attached to units. The information reflected on these permits is on public record.**

2. Mentioned previously at the last HOA board meeting, all contractors involved with carpentry, painting & roofing are using industry approved safety measures and exercising precautions during all work actions. We ask all homeowners and residents to help these contractors prevent damage to your exterior personal property by removing items such as but not limited to: patio lounge chairs, tables, planters or any item that could be damaged in the event of accidental falling construction materials or painting operations. Access to your units' exterior surfaces is needed by these contractors to perform their work and include: entryway doors, backyards and sheds exterior surfaces. Please remove all items to include: BBQ's, trash containers, planters or other obstacles away from these exterior surfaces. CertaPro Painting, Western Venture, Tennant Roofing and the Town & Country Village HOA will not be responsible for damage to any personal or private property not properly secured during the time of work performance. **Please ensure your backyard is clear of hazards such as debris and dog excrement if present. The HOA is also concerned about unsupervised children playing around construction areas and asks all parents to supervise and limit their children's exposure in those areas for the sake of safety.**
3. Again, Town & Country Village HOA board members, Laura Williams, Ed Dlugokecki and all contractors realize the temporary inconveniences these projects may cause and wishes to thank all homeowners and residents for their cooperation, help and understanding.

#### **B. Landscaping Project**

There is no current update for this project.

#### **C. Rental Procedures**

Laura suggested that the Board members review the Leasing, Rental and Tenant Screening Rules and Regulations for T&C HOA found in the January Board Packet. At the February meeting, the Board will be voting on whether to accept the documents or not.

#### **D. New Policy & Procedure—Inspection and Copying of Assn Records**

Laura suggested that the Board members review this document which is also in the January Board Packet. At the February meeting, the Board will be voting on whether to accept the documents or not.

#### **6. New Business**

None

#### **7. Open Forum**

None

Meeting adjourned at 7:32 PM. The next Board meeting will be February 21, 2013 at 7 PM at the Parker Senior Center.