

**MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL**

*Date:* March 21, 2013  
*Place:* Parker Senior Center  
*Attendees:* President – Dave McKnab – Present  
Vice President – Larry Poffenberger – Not Present  
Treasurer – Jim Whitis – Not 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. Since there were not enough Board Members present for a quorum, the meeting was adjourned.

**2. Approval of Minutes**

None

**3. Financial**

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

**4. Homeowner Communication**

None

**5. Old Business**

**A. Paint 2012 Project**

1. Town & Country Village HOA consists of 83 residential and 7 non-residential structures. Currently, 61 residential structures consisting of 385 units had carpentry work performed in advance of painting. This is approximately **76.8%** completion. Weather delays so far this year have resulted in 3 carpentry workdays lost.
2. CertaPro Painting crews have painted approximately **73.5%** of the HOA's residences in addition to 6 non-residential structures. Weather delays caused a 9 paint workday loss so far this year. CertaPro Painting recognizes some entryway door painting is needed on recently completed buildings. Workers will post affected units so homeowners can be informed and allow affected doors to be open during painting. Door painting typically is done on Fridays & Saturdays, weather permitting. Work notification postings will be provided to inform HOA residents when both carpentry and painting is scheduled to be performed on all affected residences.

**B. Roof 2012 Project**

1. Roofing operations have also restarted after having delays attributable to weather & rooftop conditions causing a 10 roof workday loss so far this year. To date, 44 residential structures had roof replacement or repairs. This is approximately **53.0%** completion of Town & Country Village HOA's residential structures with the exception of some gutter/downspout work. Once completed, the replaced gutters and downspouts will require paint to match original colors. Roof and paint 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 by ordinance. The information reflected on these permits is on public**

**record. Permits are only to be removed after Town of Parker Building Department final inspections have been completed.**

2. Mentioned previously during past HOA board meetings, 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, porches and sheds. 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 and/or covered during the time of work performance. **Please ensure your backyard is clear of hazards such as debris and dog excrement if present. Dog excrement is unsanitary and expecting workers to perform tasks in such conditions is unlawful, unsafe and unwarranted. Penalties such as fines may be imposed.** **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 - HOA Property Manager, Ed Dlugokecki – HOA Agent & Project Supervisor and all contractors realize the temporary inconveniences these projects may cause and wish to thank all homeowners and residents for their cooperation, help and understanding. These necessary actions will not only improve our community appearance but also our property values.

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

There is no current update for this project.

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

None

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

None

Meeting adjourned at 7:16 PM. The next Board meeting will be April 18, 2013 at 7 PM at the Parker Senior Center.