

MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL

Date: August 15, 2013
Place: Parker Senior Center
Attendees: President – Dave McKnab – Present
Vice President – Larry Poffenberger – Present
Treasurer – Jim Whitis – Not Present
Secretary – Sue Leonard -- Present
Member at Large – Britain Weise – Not Present
Property Manager – Laura Williams – Not 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 June 2013 Board Meetings were approved as presented.

3. Financial

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

4. Homeowner Communication

A. One homeowner reported that there is a “swampy area” around 10875 Bayfield. She wondered if there might be a broken pipe. Dave McKnab thanked her for bringing this to the HOA’s attention. Ed Dlugokecki, the HOA consultant, stated he would check out the situation.

B. One homeowner asked if the HOA is in need of a volunteer walker. Dave thanked her for volunteering her services and stated the Board will keep her offer in mind if the HOA could use her services. The HOA currently has a walker.

C. One homeowner stated that her neighbor is burning a large amount of wood in his large fireplace insert on these hot August nights. She states that the smoke and ash from the fires are annoying several of his neighbors who are trying to cool off their homes with attic fans. She wondered if the HOA could do anything to stop him from building those fires. Dave stated we could check with our attorney, but does not think the HOA can order him to stop building the fires.

D. One homeowner stated she was concerned about Satellite dishes being attached to the roofs and had even seen one attached to a backyard fence. Ed, the HOA consultant stated that he had been looking into the problem. He stated that both Direct TV and Dish have some contractors who are not insured to attach the satellite receivers on the chimneys because they are not insured to work on the roofs. The receivers are to be placed on the chimney or in the backyard of the homeowner per HOA guidelines. In the backyard, the receivers may be attached to a post in the yard but **NOT** to the fence because of the damage caused to the fence. He thanked the homeowner for bringing the dish attached to the fence to his attention. He stated that he will follow up on the information.

5. Old Business

A. Paint 2012 Project

1. Town & Country Village HOA consists of 83 residential and 7 non-residential structures. Currently, 78 residential structures consisting of 479 units had carpentry work performed in advance of painting. This is approximately **95.6%** completion. Weather delays so far this year have resulted in 9.5 carpentry workdays lost.

2. CertaPro Painting crews have painted approximately **93.2%** of the HOA's residences in addition to 6 non-residential structures. Weather delays caused a 29 paint workday loss so far this year. CertaPro Painting recognizes 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 activities are scheduled to be performed on all affected residences. Replaced gutters, downspouts & tip outs painting will be performed during the final painting phase. It is during this phase all additional paint issues will be addressed.

B. Roof 2012 Project

1. Roofing operations are ongoing. Delays attributable to weather, rooftop conditions and logistic holds have caused a 45 roof workday loss so far this year. To date, 69 residential structures had roof replacement or repairs. This is approximately **86.6%** completion of Town & Country Village HOA's residential structures with the exception of gutter/downspout work. Once completed, replaced gutters and downspouts will require painting to match original colors. Country style units with garages are scheduled to have additional roof vents installed on the garage roofs. Roof and paintwork 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 work 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.

C. Pool Opening Work

The HOA pool is currently open for the pool season. It is important to note all residents and guests using the pool facility abide by the Town & Country Village HOA Pool Rules so everyone who uses this facility will be able to enjoy it. **Children, 14 years old and younger, need to be supervised by an adult who is physically present with their children inside the fenced the pool area.** As residents, we each have the responsibility to speak up and report unsafe actions of others or unsafe conditions by speaking with the offending party and/or informing the HOA office at **303-805-2926** and leaving a message. You can remain anonymous. Indicating in the message incident information and where the irresponsible party(s) resides will help management correct the situation also.

D. Town of Parker – Road Work

The Town of Parker, Public Works Department has completed the major portion of roadwork on both Summerset Lane and Longs Way. There were a few areas on Summerset Lane requiring asphalt repairs at street transitions and those repairs were completed. Additionally, the Town of Parker contracted “Road Safe” to remove the yellow paint from curbing in an effort to save maintenance costs for repainting. “No Parking” signs are currently in place designating “No Parking” areas.

E. Landscaping Project -- ON HOLD

F. Entry Signage – ON HOLD

G. Fence Refinish

Ed reported that Phase I of the fence refinish has been started. This includes pressure washing, carpentry repair and staining.

6. New Business

None

7. Open Forum

None

Meeting adjourned at 7:20 PM. The next Board meeting will be on September 19, 2013 at 7 PM at the Parker Senior Center.