

Annual Membership Meeting

Board Approved

Dutch Creek Homeowners and Recreation Association

April 27, 2019

Columbine High School

Board Members in Attendance: Denby Bruzas, Raina Powell, Jay Henkenberns, Jason Fish, Donna LeNoble

Board Members Absent: Jason Rogers, John Wilber

Homeowners in Attendance: Twenty-one homeowners attended representing 19 households. See Attachment 1

Homeowners Present by Proxy: Five homeowners attended by proxy. See Attachment 2.

Call to Order: The meeting was called to order at 1:11 pm by Denby Bruzas. She welcomed all attendees and introduced the current board members.

Approval of 2018 Annual Meeting Minutes: The minutes from the 2018 Annual Meeting were unanimously approved by a voice vote.

Homeowner's Forum: Denby Bruzas invited any homeowners who had questions or concerns to present them for discussion. There were none.

Financials: Jay Henkenberns reported on the year-end financials and presented the 2019 – 2020 budget.

- Jay stated that rather than go through the entire balance sheet in detail he would highlight some items. Under ASSETS - Total Operating Account Balances and Total Reserve Account Balances:
 1. All money collected (dues, fines, etc.) go into the 10020 Vectra Money Market Account. Every year 10% of collected dues (trash collection fees are not included in this amount) is moved from this account into the 10030 Vectra Replacement/ Major Repair Fund. The \$149,258.97 Currently in this account does not reflect the 10% that was just moved. All the work that was done on the pool last year came from the Major Replacement Fund.
 2. Every year \$6000 is moved from the money market account into the 10040 Improvement Fund.
 3. The HOA currently has \$418,381.34 in total assets.
 4. Lynn Swanson thanked the board for moving to a single trash collection company.
 5. Ed Ryer asked if there were any outstanding dues to be paid. Jay responded that there are 34 homeowners who have not yet paid. Last year it took all year to collect all the dues. The board is happy to work with anyone who needs to set up a monthly payment plan rather than pay the entire invoice in one payment.
- Under LIABILITIES AND EQUITY
 1. The \$38,134.37 under Total Long-Term Liabilities is what is remaining on the HOA loan that was taken out to cover the cost of the tennis courts.

2. The \$22,476.16 is the amount that will be paid against this loan this year.
 3. The board is discussing the possibility of paying the loan out in its entirety this year. This would save about \$10,000 in interest.
 4. A home owner asked how difficult it would be to take out another loan if we paid the tennis court loan in full and then realized that we needed extra money for something else. Jay replied that it wouldn't be difficult at all because the HOA has a really good relationship with Vectra Bank.
- With regard to the Profit & Loss Budget vs. Actual and the 2019 Final Budget:
 1. Jay, I couldn't decipher my notes here. Anything you want me to put in here?

Grounds and Landscaping: Jim Bruzas who oversees the grounds and landscaping was not present so Denby Bruzas reported.

- Denby reiterated several of the points made by Jay Henkenberns regarding the budget overruns in G & L and further explained the reasons.
 1. Jim's budget was cut by \$5000 this year but he simply couldn't operate with that given several factors.
 2. In spite of the number of volunteer mowers we had higher expenses with the mowing contractor.
 3. Water costs are always difficult to budget for. We had a major water leak when one of the sprinkler heads along Pierce broke and don't know how long it ran before being shut off.
 4. There are three homes whose water bills we pay in the summer to use their water to irrigate one of the greenbelts. We never know until the end of summer what that cost will be. The board has looked into putting separate water taps in but that would cost about \$40,000/house. A homeowner asked if it might be possible to just put in separate meters and Denby replied that we could look into that.
- The trees along Caley that were reported on last year as being in need of major pruning due to dead branches, etc. were not taken care of this past year because of high estimates for the work. So that is in this budget year. An arborist has been found who will do the work for \$1900.
- The board also received an estimate to do the pruning of all of the common area trees that are in need of work. The total estimate was for \$7900. The \$1900 for the work on Caley is included in this figure. The estimate was broken down into three different areas, so the board can choose to do any or all of the work this year.

Architectural Control: Denby Bruzas and Donna LeNoble reported. Homeowners were reminded that prior to doing any exterior work (painting, roofing landscaping, etc.) they need to go to the HOA website, fill out the appropriate paperwork, and submit it for approval. This is just a check to make sure that the work being done falls within the HOA bylaws. It is also a way that the board stays informed about what's going on in the neighborhood should questions arise from other homeowners.

Tennis Courts: Denby Bruzas reported.

- Denby and Jason Rogers continue to be in contact with Evergreen Courts who installed the new courts to get the final work done. Final payment has not been made and will not be made until this is finished.
 1. A mesh steel panel needs to be installed on the insides of both gates behind the handle so no one without a key card can reach through the fence and open the gate from the inside.
 2. The gate between the tennis and all-purpose courts has come off twice, causing some minor damage to the court surface that must be repaired. A locking bolt must be installed on the bottom bolt to prevent it from working loose again.
 3. The sidewalk just west of the courts was cracked in several places by the large trucks crossing over it and that must be repaired.
- It appears that the courts are getting a lot of use now that the weather is warming up. Denby observed that she thought she'd seen more people on the tennis courts so far this year than she'd seen all of last year.
- New signage for the courts has arrived and will be installed on both gates soon. This signage states the rules for use of the courts and is designed to protect the surface.

Pool: Jason Fish and Denby Bruzas reported.

- Board members received nothing but positive reviews from people using the pool last summer. The boiler was replaced (along with the filters, chemical system, etc.) prior to the pool opening last summer which meant that for the first time in several years the water temperature was consistently comfortable.
- New signage has arrived and will be installed soon on the gate and the outside wall of the restrooms. This states the rules for use of the pool.
- Last summer we had people "reserving" loungers by leaving their towels, bags, etc. on them and then leaving the pool area. This was causing some hard feelings. Reserving the loungers *is not* allowed but it was obvious that additional ones were needed. New loungers and chairs have been ordered.
- No alcohol, smoking, or glass containers are allowed in the pool area.
- Jason Fish presented the following data on pool usage over the last three years:
 1. Summer of 2016:
 2. Summer of 2017:
 3. Summer of 2018:

Website: Denby Bruzas reported.

- The board has been trying to create an online directory. This is available only to members of DCVHOA. This is to better facilitate communications between the board and homeowners and to allow the board to keep homeowners informed in a timely fashion. As it stands now, the only way we have of communicating is to post on the website.
- One homeowner observed that some people might be hesitant to supply their email because they didn't want it available to everyone. Denby responded that she didn't see why we couldn't have a "hidden" list that was available only to the board.
- Denby asked for suggestions to get more people to supply their email address. The following suggestions were offered:

1. Make the request for the address in **every** postal mailing that goes out. This would include the dues invoices and the announcements for the annual meeting that are mailed out every spring.
 2. Send out a postage paid postcard to everyone announcing a prize drawing for everyone who returned their postcard with their email address.
- Basic information about the HOA is available to anyone who goes to the website, but a passcode is necessary to access the directory, announcements, meeting minutes, financials, etc. To get a passcode simply contact one of the Board members.

Election of Board Members: Denby Bruzas conducted the election.

- Denby stated that three board member's terms are expiring. All three have agreed to stand for re-election. They are: Raina Powell, Jay Henkenberns, and Donna LeNoble.
- Denby asked for nominations from the floor or for additional volunteers. There were no additional nominations but Susan Gabrielle indicated that she would like to be involved in a non-board capacity. Denby asked if she would agree to be a member-at-large which she agreed to.
- Since there was no contested seat Denby took a voice vote. All three of the current members were unanimously elected for another term and Susan Gabrielle was elected as a member-at-large.

The meeting was adjourned at 2:??