

**MEETING MINUTES OF THE BOARD OF DIRECTORS**  
**DUTCH CREEK VILLAGE HOMEOWNERS & RECREATIONAL ASSOCIATION**

August 14, 2007

The Directors of the Dutch Creek Village Homeowners and Recreational Association, a Colorado non-profit corporation, held their regular monthly meeting in a meeting room of the Trinity Christian Center on Coal Mine Ave. The meeting was called to order at 6:39 PM by the President, Marcel Savoie.

A quorum of Directors was present: Directors: Savoie - President, Hannum – Architectural/Covenant Control, Pillow - Treasurer, Swoboda – Pool/Tennis courts, Dowell – Grounds/Landscape, and Parker – Secretary. Directors absent: Karen Melfi – V. President.

Committee Members Present:

Facilities Improvement Committee Chairman, Rich Hagan  
Webmaster and pool gate security Chairman, Lou Day.

Homeowners: none

**OFFICER REPORTS:**

President: Marcel Savoie

\*Add the following to the agenda: Director Attendance Requirements at Board Meetings; Mandatory Policies & Procedures – yearly audit requirement.

\*Marcel thanked Eileen for the MOTION RECORD page added to the Minutes which he believes makes the Minutes more user-friendly.

Secretary: The Minutes of the July 10th Board meeting were reviewed. Dan Dowell moved to accept the Minutes as written. Debbie Swoboda seconded the motion. Minutes were approved as written.

V. President: Absent; Marcel reported that the tennis court maintenance was done as directed at the July meeting and it looks good. Chris said the bill was for \$550.

Treasurer's Report: Chris Pillow

\*Balance Sheet and Profit/Loss Budget vs. Actual report: Handout #1

\*We are \$7734.27 ahead of the projected income due to more people paying dues this year.

\*We have less cash on hand than last month as Goodland Construction has been paid a major portion of the bill. We are continuing to pay on the Facility Improvement loan as well.

\*To date, our water bill is less than last year's.

\*Shows an overage in the tennis court budget as we hadn't budgeted for that area.

\*Fixed assets category is based on the historical cost of these assets – is an accounting number.

ACC – Architectural Control Committee: Mark Hannum

\*Handout #2 – “Dutch Creek HOA ACC/CCC Update”

\*Explained that an ILC (Improvement Location Certificate) isn't really recommended for what we need. In talking with Lou and others about the perimeter fences that are along the streets, Coal Mine and Pierce, we need to get a survey for where the community (HOA) property lines are - rather than each resident lot. Therefore, Mark got estimates for some options from 2 companies, Survey Systems and R.E. Land Survey. Survey Systems did a lot of the survey work for Filings II & III so is familiar with our property. After a lot of discussion, Eileen Parker made the following MOTION: The Board authorize Mark Hannum to get solid

bids, prior to our next meeting, for a survey of the common space for the perimeter fences along Coal Mine and Pierce for Filing I and II (excluding Filing III). It was seconded by Dan Dowell. Passed unanimously.

\*Mark will also figure the number of posts on these fences prior to the next meeting.

\*Dan Dowell suggested that we look into Trex® type material when we consider rebuilding fences.

\*New paint approved for Wilber property, 6303 S. Newland Ct. There was some discussion about the acceptability of approving the more modern, bolder colors of paint.

#### Grounds/Landscape: Dan Dowell

\*Mowing is up to date

\*Sprinkler in Filing III was fixed; but needs added heads to prevent dry spots (e.g. by the sign at Marshall entrance.)

\*Caley entrance – He is getting homeowner input for improving the entrance

\*Weeds have been sprayed once by Jefferson County.

\*Marcel asked that the sidewalk along Pierce be edged to keep up with the Leawood section.

\*Sprinkler heads along the Caley common areas have sunk – need to look into fixing that before next season.

\*Rich Hagan suggested that we use a pre-emergent weed killer before fertilizing next season.

\*Discussion about the plant on (and growing over and through) the fence along Pierce north of Weaver being non-conforming with the rest of the fence.

#### Pool/Tennis Courts: Debbie Swoboda

\*Contract with Patio Pool & Spa Services was read aloud – Handout #3. They do more than what is in the contract. The cleaning of the bathrooms and removal of the trash are some of the extras that are being done well. The contract is \$1200/month during the specified time and they pro-rate for time outside of that contract

\*Rich shared the opinion of our Patio Pool man, Brett, our filters need to be replaced soon. They are also telling us that there is a fine hole in a of the fill system that can't be repaired and probably needs to be replaced. Lou believes it can be repaired with solder.

\*Debbie will submit about \$400 in costs of things such as the soap dispensers, toilet seats, etc. that she's added this year.

\*Pool Closing Date: January 2007 Board meeting Minutes, as read by Rich Hagan, stated that the Board decided that the pool would be open from May 25<sup>th</sup> – Sept. 16<sup>th</sup>, if possible. Consensus - the pool will be open through Sept. 16<sup>th</sup>.

\*Rich reported the following: This past Monday morning, the water was running full blast in the men's room sink and in the shower – apparently having been left on all night. Also, there is a resident using a key to access the pool area via the lower gate that has been padlocked. Debbie will get that lock changed. Who has a key to the padlock/chain that is hanging on the fence by the north gate to the east tennis court? Debbie and Dan said that none of their keys work on it either. MYSTERY?

\*Rich discussed the options, with estimates of cost, for possible remedies to the fence being breached. It was decided that we can keep spending money and kids will continue to figure out how to get in. Marcel said that we are legally and ethically covered because we've taken steps to protect the public from the pool. Decision was to check into posting a sign: "Facilities Under 24 HR Surveillance." Marcel & Debbie will look into this sign and cameras.

\*Crack in surface near wading pool will be repaired when the contractor returns to do the curbs/gutters fix.

\*Overall, Patio Pools has reported to Debbie less vandalism/damages this year than last year.

#### Webmaster and Security Gate Chairman: Lou Day

\*Handout #4 "Regarding the website and DutchCreekInfo e-mail address & Gate Lock Reports"

\*It is Lou's recommendation that the reports be used judiciously as the gate lock generates enormous amounts of information which then needs to be culled for specific data. One page of the handout shows one possible use of such data – "Pool Visits by Recreational Users in the 6/9/07 – 8/5/07 Period". This

report indicates that 59 homeowners have never visited the pool. 8 homeowners have used the pool more than 30 times. 49% of total membership has accessed the pool 3 or fewer times. This kind of information can help us in making decisions regarding further improvements at the Pool facility, etc.

\*Mark Hannum noted that he, this week, checked the domain registry for DutchCreekVillage HOA and saw that it is open at this time.

\*Lou will pursue the website name change and improvements later in the year but has little time right now.

#### Facility Improvement Committee: Rich Hagan

\*Goodland Construction has a punch list as does the Security Gate Company for which they are being held responsible. For example, the lawn area inside the pool still needs fixing – sunken areas, pooling of water, etc. The security system has a wrongly placed box in the pool house which interferes with pool operation as well as a couple of other issues. We are holding out some payment for both contracts until this is completed. There is a first week of September time for replacement of any dead or dying greenery.

\*Rich handed over historical planning, design and construction documents over to the board to be placed in the official archives. Eileen has them for now.

#### **OLD BUSINESS:**

\*Marcel checked our Agenda and we had covered all of the old business in Officer reports.

#### **NEW BUSINESS:**

\*Pool Key Card Program: Consensus - assume that cards not picked up by this time aren't desired. Eileen won't make a special effort, then, to get them to the homeowners.

\*Board Adopted Policy and Procedures – Lou questioned a requirement for a yearly audit. This was an initial requirement of SB-100 which was changed in later legislation. Marcel will review the Policies, Procedures, and our Documents for any such requirement prior to the next Board meeting. This HOA has never had an audit. Chris and Dan again expressed concern that an official audit is very expensive – well more than \$5000 and a review can also be quite costly. Rich Hagan spoke to his utter confidence in the handling of the finances by Chris Pillow.

\*Volunteer Pool Supervision Program: Marcel asked if other volunteers are sitting at the pool as started in June. He is there every Friday night and has seen no problems. Eileen said she's not; Debbie doesn't do it regularly either. He asked Debbie to call the Directors and those other volunteers to see if we can get people to take a night/week for being there at 9 PM to close up the bathrooms and such. Chris objected to asking the Directors to taking on anymore responsibility/time

\*Director Attendance: We will try again to address this at the next meeting.

Meeting adjourned at 8:40 PM

*Next meeting:* September 11<sup>th</sup>, (2<sup>nd</sup> Tues. of the month); Trinity Christian Center Coffee Shop

Respectfully submitted,  
Eileen Parker

**MOTION/ACTION RECORD OF BOARD MEETING**  
**August 14, 2007**

1. Marcel will get the notice of upcoming Board meetings to Lou for website publication as soon as possible each month. Next meeting - Sept. 11<sup>th</sup>, Trinity Christian Center, coffee shop; 6:30 – 8:30 PM
2. Minutes of the July 10th, BOD Meeting were approved as written.
3. MOTION: The Board authorizes Mark Hannum to get solid bids, prior to our next meeting, for a survey of the common space for the perimeter fences along Coal Mine and Pierce for Filing I and II (excluding Filing III). It was seconded by Dan Dowell and passed unanimously after discussion.
4. ACTION: Agreement to stay with the January 2007 Board decision to close the pool at 9 PM on Sept. 16<sup>th</sup>, for the season.
5. ACTION: Debbie will change the lock on the gate at the NW corner of the pool ASAP.
- ? 6. ACTION: Marcel and Debbie will look into posting of a sign at the Pool - “This Facility under 24 HR Surveillance”
7. ACTION: Debbie will talk with the Directors and the people who had previously volunteered to monitor pool activity in June to ask if they will take a night each week through the remaining season to be sure lights in bathrooms and water is off and shut the bathroom doors at 9 PM.