

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

July 19, 2011

The Directors of the Dutch Creek Village Homeowners and Recreational Association, a Colorado non-profit corporation, met to hold their regular monthly meeting at the Columbine Library Large Meeting Room at 7:00 PM.

Attendance:

Board of Directors: Dale Cloud, Dave Landes, Eileen Parker, Jason Rogers, Ed Ryer and Dan Dowell

ABSENT: Viet Tran

Committee Chairmen: Lou Day, Frank McKinney

Other Homeowners: Jack Clark

June Board meeting Minutes

The June Board meeting minutes were unanimously approved as sent by e-mail previous to this meeting.

Treasurer's Report: Dale Cloud reported that we are on budget except for a few items in the (sod, sprinkler repairs & pool costs, for which we don't yet have the seasonal invoices in entirety, yet. The highlights of the balance sheet are shown below and a copy of the financial report is attached.

*Balance Sheet as of June 30, 2011 (complete report attached):

Checking/Savings:	Vectra Checking	\$ 4,405.75
	Vectra MM Svgs	82,136.90
Reserve – Major Repairs		32,397.61
Reserve – Improvements		5,501.45
Total Operating Account		\$124,441.71
Accounts Receivable		
Receivables – Other		\$ 6,542.01
Reserve for Bad Debt		(4,000.00)
Total Accounts Receivable		\$ 2,542.01
Liabilities		
Vectra Bank Loan		\$ 8,466.78
Equity		
Opening Balance – Fund Balance		194,302.35
Retained earnings		(151,150.11)
Net Income		81,238.82
Total Liabilities & Equity:		\$124,391.06

*Dues Status Report – **Only 2 homeowners are in arrears for more than this year.** Hindman Sanchez has recommended foreclosure proceedings on the largest debt. They have not made a recommendation on the other one.

*Discussion ensued regarding the Retainer Agreement with Hindman Sanchez, attorneys. We recently were billed for \$50 due to a question asked regarding late fees. It was valid since Eileen was tired of playing phone tag with Marc Tahiry and asked for an email answer which is additional to the retainer fee which is \$185/month. We have rarely contacted H/S in the past year except for collection concerns. Dave Landes has a referral of another real estate lawyer we can contact if needed.

MOTION: Dan Dowell moved (seconded by Ed Ryer) for the Board to give notice to end the agreement with Hindman Sanchez as long as we are not obligated for the remainder of the year. Then, invite Kimberly Porter of Lansky, Weigler & Porter, P.C. – as recommended by our accountant, Teresa Dickson – to attend a Board meeting and explain their firms’ policies and what they can offer to us. Motion passed unanimously. Eileen will contact our liaison at Hindman Sanchez to be sure that the agreement is month to month; and cancel if that is the case as we believe it to be. She will also invite Ms. Porter to the next Board meeting.

***Reserve Funds Study – Frank McKinney and Dale Cloud**

Frank summarized the report, Dutch Creek Village HOA Fixed Asset Budget Reserve Study, Draft” they gave the Board in March of this year (see attachment.)

*Frank’s recommendation is to reserve funds for “performance critical items” such as the boiler (estimated replacement cost of \$32K) and tractor, etc., as it is highly unlikely that everything would ever need to be replaced in the same year. The inventory he and Dale have done appears to be very thorough except that we may be liable for some sidewalks. **ACTION:** Eileen will contact someone at the county level to try to determine ownership and liability for replacement of certain sidewalks in our community. Therefore, it would be prudent to set \$45K (somewhat arbitrarily based on assumptions of replacement costs and inflationary factors) as the goal of Reserve Fund Account. The Board would be advised at that time to re-evaluate and adjust the contribution to that Fund, then. Stay the course for now.

Grounds/Landscaping – Dan Dowell

*Denver Water Board did the Water Audit as we requested on July 1st. The report was sent to Directors by Dan in the past day or so.

- **System Problems:** a) sprinkler heads – more efficient ones are on the market; some need fixed or replaced due to sunken/tilted/or other malfunction such as clogged nozzles; b) no broken lines were found; c) non-uniform head types in a single zone (fixed spray or rotor) were found in 2 zones; d) control valve problem at #1 was found (probably the oldest controller in our system); e) poor coverage (distribution uniformity) – recommended repair/fix at Controller 4 zones
- **Distribution Uniformity:** good distribution uniformity for spray and rotor heads is between 65%-75%; our system is 48% - 77%
- **Controller Recommendations** a) Rain Sensors be installed b) monthly adjustment of run times c) cycling is recommended – broken up into multiple start times which allows smaller amounts of water at a time which allows the water to move down into the soil profile for the plant to use d) Controller #6 zones upgrade of controller recommended

- e) program of controller 7 zones is recommended
- Denver Water's "Irrigation Efficiency Programs -- Level 1 (\$3000 per acre foot of water savings) by installing weather based smart controllers OR reduce turf by 25% and Level 2 (\$6000 per acre foot of water savings) by complete a full irrigation system replacement, OR install weather-based smart controllers coupled with other irrigation upgrades, OR implement irrigation upgrades coupled with turf reduction

***Water Conservation – Dave Landes, Dan Dowell**

- Dave told us that the Tract F volunteers will take this audit and begin with the most basic recommendations; then make further recommendations, if needed, to the Board. Currently, there are 15 impact sprinkler heads which is the least efficient type (6 gallons of water/minute) and 8 stream rotor heads ((3 gallons/minute) using 8,204 gallons/week on Tract F; they will implement the cycle system as recommended, also.

-Dan will talk with Lance of L&M Landscaping, our sprinkler/mowing contractor, about this audit and his recommendations with estimates for implementation of changes

*Water Use Agreements with homeowners for common area water: committee is looking at a way to use what Bruce Lebsack drafted and simplifying it, if possible.

Facility improvements: Frank McKinney

*Bid-call letters will be sent to pre-qualified contractors this week

*Point of Contact person with contractor(s) will be Frank

*Plan: a) old west court will be removed and native grass will be seeded; b) mid-court will become the west court and sealed black asphalt surface will be used for it to be a multi-use court; there will be no fence along the west side; c) east court will be the tennis court (only for tennis) and patched and repaired; d) drain along the fence between the east court and the west court fence will be added and tied in with a pan drain at the base of the retaining wall which is to the south of the courts with an east court hose bib added

*Once bids are in, the Board will decide whether or not to continue this plan or revamp or discard (if more than the estimate of \$75,000)

*A meeting will be called with the residents (specifically for those along the Recreation facility borders) will be called prior to construction commencement to explain the process and enlist their cooperation during the construction.

*Dale will get the loan process started so that we are ready to go if the bids are within the parameter of projected costs.

Architectural Control: Ed Ryer

*Viet is absent due to health issues.

*There is relatively little going on – as compared to last year with all the roof replacements, e.g.

Web Site: Lou Day and Jason Rogers

Process of changing over to Jason as the webmaster is moving right along. Jason and his wife are the proud parents of another son – mother and baby are doing well.

Adjournment: 8:45

Next Board meeting(s): 6:30 PM, August 17th; September 14th