

APPROVED MINUTES
Annual Membership Meeting
Dutch Creek Homeowners' & Recreational Association
April 26, 2014
Columbine HS, Cafeteria

Dave Landes, President, called the Annual Membership meeting to order at 10:40 AM. He introduced the current Directors of the Board. Copies of the Agenda and Financial Reports were available for pick up at the door. Attendance met Quorum requirement (19 or more residences represented in person or by Proxy.)

Attendance:

Directors: Patt Clark, Dale Cloud, Dan Dowell, Dave Landes, Donna LeNoble, Jason Rogers, and Ed Ryer

Other Homeowners: Renee Campbell, Matthew Casey, Jack Clark, Phyllis Cloud, Linda Dowell, Eric Friesen, Diane Landes, Philip LeNoble, Jane Little, Barbara Martin, Frank McKinney, Eileen Parker, Chris Pillow,

Homeowners Recognized by Proxy: David Anderson, Jerald Barbee, Gordon Brinkley, Roxlyn Cole, Jerry Davidson, Monica Estaquio, Thomas Graf, Philip Grimm, Ily Holbrook, Polly Keeley, Chris Kossik, Lorren Lewis, Ron Lewis, John Lott, alma Martineau, Jackie Mathewson, Mary Martinez, Tom McDowell, Tom O'Neill, Gordon Pape, Gregg Perotin, William Schwab, JoAnn Simpson, and James Taylor Jr.

MINUTES of the 2012-13 Annual Meeting: The motion was made and seconded to accept the minutes as written and passed unanimously with a show of hands for the motion. These are posted on the HOA website.

ELECTION OF DIRECTORS:

*Two of the seven Director positions were up for election this year. Dave told everyone that he has enjoyed being a part of the Board and working with the others and the volunteers these past three years; but is unable to stand for reelection due to personal situation.

*Jason Rogers did choose to serve again, if elected. He has been the web master and tennis court manager.

*Dave asked for other nominations. No other nominations were made.

* Eileen Parker made the following MOTION: Elect Jason Rogers as a Director of the Board for another three year term; and charge the Board of Directors with appointment of another person as soon as they are able to do so. It was seconded by Phillip LeNoble. A unanimous vote in favor of the motion was made by voice vote.

Financial Report – Dale Cloud

*The Financial Review of the treasurer's accounting from 2012-13 has been posted on the website. The Board has contracted again for a Financial Review for the 2013-14 fiscal year.

*The Balance Sheet as of March 31, 2014 and the Profit/Loss statement for the past year are posted on the website.

*The Board of Directors has approved the Budget for 2013-14 with a few changes from the previous year, based on expected increases in water and power rates, etc., as well as service provider contracts. Tree trimming was undertaken this past winter, for the first time in many years; and won't need to be done again for several years, probably.

*Still several Annual Dues have not been paid for this new fiscal year. Invoices with late charges and interest will be going out as of the end of the month to those still not paid.

*The Board strives to stay close to the Budget, with Dale Cloud, being a diligent treasurer who watches it closely.

DIRECTOR REPORTS:

Grounds & Landscaping: Dan Dowell

*Dan stated that the Board has moved more and more toward contracted service providers for the mowing, sprinkler maintenance, etc., mostly due to the aging of the volunteers. However, Dale Cloud, Dave Anderson, Ed Ryer and a few others are still helping at times.

*He and his grandkids spent a good many hours the previous weekend cleaning up litter in the community. He still would like to find volunteers to do this regularly. **ACTION:** Barbara Martin & Phillip LeNoble will work together to contact and enlist aid from Columbine HS through their community volunteer program or clubs.

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Pool: Frank McKinney

*Eric Friesen has decided to step down as the Pool Manager – after 7+ years, now, of doing this job. Thank you, Eric, for your time & talents in service to the community.

*Looking for another resident to volunteer as the Pool Manager (closing, oversight, etc.)

*ELECTRICAL Upgrade at the pool complex has been completed for a cost of \$7,812. (See Addendum 1, pages 3-5) Dutch Creek Electric was the bid winner and did an excellent job at a fair price.

*Gate use – The East gate gets used the most; but the West gate is being used some; 67% of community (households) used the pool at least once – (See Addendum 2, page 6.)

& Patt Clark

*Improvements to the Bathrooms: By the Memorial Day weekend, the work will be done with the following improvements done to the bathrooms: new stall partitions/doors, new lighting, new painting, new flooring, new toilets and urinal, new sinks/cabinets, mirrors, and benches in each. Patt thanked Frank for all his diligence in details for getting this project done.

Architectural Control: Donna LeNoble

*Please let Donna know if you know of anyone planning to replace roofs, etc.; or if you see this being done. Applications for changes should be submitted prior to work being done.

*Contact her with any complaints of violations and she will investigate.

Website and Tennis Court: Jason Rogers

*Changed software and rebuilt the website this year due to discontinuation of the old software and support. Filing 3 also has a place on the website.

*The Board is still trying to get warranty work done on the court overlay material. Also, they are trying to get more information about the cost of a long-term fix (a big upgrade) and weighing that against the cost of annual maintenance. Cracks in concrete are going to occur and must be fixed annually in order to keep the courts safe and playable.

HOMEOWNERS' FORUM:

*New homeowners, Matt Casey (& Barbara Martin) thanked the Directors for their work that is apparent in the appearance of the community. He asked who is charged with the maintenance of the creek area to the South of Caley Place. It is the Jeffco Open Space; but the volunteers try to mow it once or twice a season since Open Space rarely does any maintenance there.

Ed Ryer thanked Dave Landes for his leadership this past year as the President of the Board and his volunteer work in the community these past few years (3 of which were as a Director.)

Adjournment: Dave thanked everyone for attending. Meeting adjourned about 11:45 AM.

Eileen P. Parker
Secretary of DCV HOA & Recreational Association
2013-14

Attachments: Addendums –1) “Facility Improvements Report, Pool Complex Electrical Upgrade- Fall 2013”

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Facility Improvements Report
Pool Complex Electrical Upgrade – Fall 2013
Frank McKinney

Last summer (2013) Eric Friesen, our Pool Manager, asked Mike Romero of Patio Pool (our pool maintenance contractor) to investigate why the in-pool underwater lights were not working. He found that the wiring had been changed to a non-GFCI and the on/off timer had been by-passed. The lights were still tripping the circuit breaker. He recommended replacing the four (4) underwater light fixtures. This issue highlighted an on-going concern with the general condition of the pool electrical system.

The Dutch Creek Village (DCV) pool complex is more than 30 years old and over the years several modifications have been made that involves changes to the electrical systems.

A concern now exist that that the DCV pool complex electrical systems are not all in good working condition and parts of the pool electrical systems may not meet the building code. Some external junction boxes are damaged and need repair or reconfiguration to meet safety requirements. Furthermore, the elements of the electrical systems are not label so that a reasonable informed individual can operate the system.

In late summer of 2013 the DCVHOA Board of Directors decided to engage a licensed electrician to review the condition of the electrical systems at the pool complex and to make appropriate recommendations for needed repairs and upgrades to bring the system up to the National Electrical Code and the Jeffco building code. The inspection found the electrical wiring in the pool equipment room to be in poor condition as a result of the corrosive environment of the room. In addition, the numerous modifications that have been installed over the years do not for the most part meet the electrical code. The electrician also noted that the load center (ie the CB panel) was a Federal Pacific System model which has a history of bad circuit breaker performance which is a safety concern and under some conditions can result in a fire. It was highly recommended that the load center be replaced.

The electrician doing the inspection provided a cost estimate to upgrade the system. As is our policy, we also obtained cost estimates from two additional Licensed Electrical Contractors. We ultimately selected Dutch Creek Electric, a local contractor, to do the upgrade.

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Dutch Creek Electric

www.dutchcreekelectric.com

303.620.6888

Project Lead: Mike Tagliavore

720.633.7166 (Mobile)

godutchcreek@gmail.com

The replacement of the load center required the electrical feed lines to be disconnected from the electrical power meter. This highlighted the issue that the Xcel power meter was installed too close to the gas meter and also did not have the required unobstructed access because of the building roof overhang. It was necessary to relocate the meter and install a new electrical power disconnect at the east end of the pool house. This required trenching from the new disconnect to the existing Xcel electrical feed lines and splicing in new electrical feed lines at a point located near the fence west of the parking lot. All of the work involving the power meter and feed line relocation was done with the concurrence of, and support from Xcel Energy.

The load center was then replaced with a Siemens 200 Amp (Model No. PW2040B1200CU) weather proof unit better suited for the pool house environment. All existing electrical circuits within the equipment room were removed and replaced with new conduit, wiring, switches and power receptacles as required. Ground Fault Circuit Interruption (GFCI) protection has been provided for all circuits except the gate alarm box located on the northeast corner of the pool house. New motion sensor lights have been installed on the pool house and the bathrooms upgraded with weatherproof 8 foot fluorescent light fixtures, each containing four 48 inch fluorescent bulbs.

The four pool underwater lights have not worked for some time and after a review of the requirements for pool lighting and determining that the existing pole lights are adequate to meet this requirement, the Board of Directors decided to discontinue their use. The in-pool light fixtures will remain in place but the electrical wiring has been removed such that the lights cannot be activated without approval of the Board and the work being done by a licensed electrician qualified in pool lighting.

The new electrical service entrance was grounded per the existing electrical code as were all of the circuits in the pool house. The pool structure (ie the rebar in the structure) was not specifically covered in the building code and was referred to the building inspection for recommendations. The Jeffco building inspectors had a group discussion on this requirement and finally recommended grounding the pool structure to the ground lug on the pool circulation pump using a solid #4 copper wire.

The total cost of the pool house electrical upgrade is \$7,812.00. The following table provides a more detail breakdown of the electrical upgrade cost. This work was funded from the Replacement and Repair Reserve.

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Upgrade Items	Cost
Trench, splice and relocate main feed to east end of building	\$1,209.00
Install new main disconnect on exterior of building. Install new 200 Amp load center with all new grounding system and all required circuits to be GFI protected.	\$3,011.00
Remove old electrical circuits and replace with new systems	\$2,532.00
Remove existing lighting and install new wiring system and new weatherproof 8 foot fluorescent light fixtures, each containing four 48 inch fluorescent bulbs.	\$1,060.00
Upgrade Total	\$7,812.00

A special thanks to Mike Tagliavore of Dutch Creek Electric for his conscientious effort in implementing these electrical upgrades to ensure they met the National Electrical Code while provide the Homeowners' Association with a safe and functional pool facility.

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Pool Usage summary for swim season 2013

1. 1637 times some homeowner walked up to one of the gates and used a Prox card for entrance to the pool. Not a bad number of hits.
2. 123 unique homeowner used the pool, or 67% of the membership. Not too bad.
3. The usage of the new West Gate is not what we had hoped but I still believe it was important to completing the closeout of the west end of pool complex.

	East Gate	West Gate	Total
Entry -Total (Prox Card)	1274	363	1637
Homeowners (at least one time)	110	50	123
% of Homeowners using pool	60%	27%	67%