

THE DUTCH CREEK VILLAGE HOA

MINUTES of the MASTER BOARD OF DIRECTORS' MEETING

May 26, 2021

Plus

ADDENDUM for ACTIONS TAKEN BY BOARD PRIOR TO JUNE BOARD OF DIRECTORS' MEETING

SUMMARY of Key Actions Taken:

*Eileen Parker was appointed by the Board of Directors to serve out term of Sarah Gabrielle who resigned.

*Powell/Hoffman Denver Water bill to be paid by the HOA for the period of time in May because their water system was used to fill the pool due to faulty meter at the pool.

*Decision made to hire Professional to assess and fix the key card access issues at the Pool.

*Decision made to procure bids to update/fix the Common Areas sprinkler systems with work to be done before next season, if at all possible. Could be done in phases depending upon the assessments and plans. Another loan to do this work is possible.

*Volunteers are needed in several key areas to help the HOA Board of Directors: Grounds and Landscape Supervisor, Liaison with the Trash Collection Company, Mowers, and perhaps a Welcome Committee.

Jim Bruzas is definitely retiring as Grounds/Landscaping Supervisor after this season.

ACTION: Raina will consult with the HOA Counsel, Kim Porter, as to whether or not our Documents preclude paying homeowner volunteers by off-setting dues or with other compensation.

ACTIONS taken outside of normal scope of Director duties between May and June meetings.

*Approval given to have Arapahoe Security to replace key card reader on the East gate and repair the reader on the West gate.

*Approval to accept bid of Knight Fence Company to remove the broken gate at the tractor storage area and replace the gate.

President, Raina Powell, called the Zoom meeting to order at 7:20 PM

Attendance:

Board of Directors: Raina Powell, Kendra Conrad, John Wilber, Jason Rogers, Jason Fish, Eileen Parker

Absent: Donna LeNoble

Committee Members: Jim Bruzas (Grounds and Landscaping)

Homeowners: Brandon Bard (new to HOA; 6571 W Calhoun Pl) Attending as a new resident and curious

Open Board Position: Sarah Gabriel resigned due to personal considerations. Eileen Parker volunteered to fill this open position. This was moved, seconded, and approved unanimously.

2021 Annual Meeting Minutes: John Wilber motioned that the Minutes of the Annual Meeting which were distributed to the Directors of the Board via email be accepted as written and posted on the website with the note that the final approval will be by membership vote at the next Annual Meeting. Seconded by Kendra Conrad. Unanimous acceptance.

Minutes of the March Board of Directors' Meeting were approved by consensus of the Directors via email prior to this meeting.

Treasurer's Report: Kendra Conrad

Financial Reports have been posted to the website.

21 households still need to pay the dues. She is in contact with all. Those pool key cards will not be activated until which time the dues have been paid or the required fees and arrangements for future payments have been made.

The loan for the tennis and recreation courts will be paid off with the September payment.

Pool: Jason Fish

*Due to break down of the water meter prior to fill of the pool, Raina Powell and her husband allowed the use of their water to fill the pool. This decision was made in order to have time for the water to be heated prior to opening the Saturday of Memorial Day weekend. Denver Water Board has fixed the meter.

ACTION: Jason Rogers moved the HOA pay for the Powell/Hoffman water bill for the month which includes that water use. John Wilber seconded. Motion passed unanimously.

*Jason apprised the board of some probable repairs/replacements.

*Raina and Jason talked about the Signs that will be posted regarding the Covid-19 Protocol/Expectations at the Pool.

*Key Card Access at the West Gate isn't working despite many many hours of time by Frank McKinney and Jason and Raina to fix the problem.

ACTION: Jason Rogers moved that the HOA procure a Professional to assess and fix the key card access problems*. Jason Fish seconded. Passed Unanimously

*ACTION TABLED: John Wilber reminded the Board of the Pool House roof which has been damaged for a while; he noted it doesn't appear to be leaking. Board decision – table this at this time.

Website: Jason Rogers

*Up to date at this time

Grounds/Landscaping: Jim Bruzas

*Sprinklers: 1) Lots of repairs with many hours of time and effort put into this so far. 2) At least one of the damaged areas can be traced to the workers who caused the damage (via pictures taken by a watchful homeowner.) Whether or not their company will pay for the repairs remains to be seen.

ACTION: Jason Fish moved that the HOA procure professionals to assess the sprinkler systems, give us bids for recommended actions needed to repair and or replace. Kendra Conrad seconded. Passed unanimously.

*Jason Fish has names of two people/companies; John Wilber has one. John will coordinate with Jim Bruzas.

Jim will stay on through this season but he will not be the Grounds/Landscaping Person for the HOA after this season. He is willing to train someone this season; and he will be a mower after this season; but can't continue after this 6th year of doing this volunteer job.

Volunteers are Needed:

- 1) **Grounds & Landscaping**
- 2) **Kendra wants someone to become the Liaison person with the Trash Company**
- 3) **Mowers**
- 4) **A Welcome to the Community committee?**

ACTION: Raina will talk to the HOA Counsel about our documents and the provisions that may or may not preclude concessions that might be made to encourage homeowner volunteers

Architectural Control Committee (ACC): No report

*Discussion took place regarding Donna LeNoble's inability to attend these meetings due to circumstances that are specific for the most part to the Pandemic situation. Therefore, the other Directors are willing to continue to forego the Policy and Procedure attendance requirement.

Next Board meeting: June 30th, 7:15 PM ZOOM format unless otherwise announced.

Meeting Adjourned at 8:55 PM

ADDENDUM TO MINUTES PER BUSINESS CONDUCTED PRIOR TO JUNE BOARD MEETING

Replacement of key card readers at Pool gates:

With continued error readings at both pool gates and consultation with Arapahoe Security Raina asked the Directors for authority to purchase new gate card readers for the amount of \$1638 each gate. Arapahoe Security will repair rather than replace if possible.

Via emailed responses this expenditure was approved by the majority of the Directors.

Replacement of Gate at the Tractor holding area near Pool House:

Due to rotted out post causing gate to fall & need for replacement as not safely repaired: John Wilber got bids to replace the gate.

ACTION taken by email: Motion made by Eileen Parker and seconded by John Wilber to approve expenditure to repair gate at tractor enclosure per bid from Knight Fence. 6 of 7 Directors responded in the affirmative. Bid from Knight is \$950 with probability of up to \$175 for disposal of concrete, etc. being replaced.

Property Easement Request from Jefferson County Open Space regarding response to creek side sloughing along the sidewalk to NW corner area of the HOA Recreational area: area to the south of the Dutch Creek trail (sidewalk) is a basin, particularly west of the trail connecting the pool area. The revised design is intended to keep the creek to the south of the trail, rather than it hopping over, under most, and maybe all circumstances. It's a more sustainable and permanent alignment. It will also give MHFD , contractor for the work, more working room for their maintenance and any future flood control infrastructure. As we learned during this exercise, MHFD won't work on private property without an easement. This allows them some additional space for them to do their work, if needed, without having to come back to the HOA Board.

ACTION: All Directors, asked via email, gave approval to Raina to sign the Easement agreement.

Respectfully Submitted,

Eileen Parker

Secretary of the HOA Board of Directors