

COUNTRY CLUB OWNERS ASSOCIATION  
BOARD MEETING  
May 16, 2019 7:00 PM  
Hampton Inn – West Des Moines

The Country Club Owners Association (CCOA) Board of Directors Meeting was called to order at 7:00 pm at the West Des Moines Hampton Inn by President Mark Miller. Mark Miller noted a quorum of Board Members. Present included Mark Miller, Dan Thaden, Don Skadburg, and Rhonda Ward. Kim Robinson and Craig Rowles were not in attendance.

A motion to approve the October 18, 2018 Board Meeting Minutes was made, seconded and minutes were approved as recorded.

Mark Miller reported that Board Member, John Heslinga moved from our community on April 12<sup>th</sup>. John made several impacting contributions over the past several years. Besides his compliance responsibilities, John was very instrumental in helping guide us through the passing of new covenants. This process took over 18 months and included many headwinds. John also reformatted our rules and regulations, architectural review forms and drafted three resolutions that were adopted. Many thanks to John Heslinga.

Mark also thanked Lisa and Dale Logsdon of HOA Management Solutions for making the transition in management companies as painless as possible. Thanks for all the efforts and hard work.

COMMITTEE REPORTS:

**Grounds Update (Mark & Barb Miller)**

- Fountain restoration is closed to completion. The Board passed this capital expenditure that will give the fountain a “long term” restoration vs. annual maintenance. The new product promises to look much better, clean easily and give better protection to this marquee asset.
- Brick entrance maintenance has been completed. This was an expense project the Board passed last year. The entrances are to be inspected every year since the major restoration took place in 2014. This is the first actual maintenance that has been needed.
- The first two lawn treatments have been completed.
- Grounds are being mowed once weekly.
- Sprinkler start up shall be done soon.
- Jeff Thiel spent additional time out here this spring, cleaning entrances and around the lake due to the harsh winter.
- Hydro seeding at Country Club Blvd, Cedar Park North curb and Lake Pointe entrance will be done.
- Dale of HOA Management Solutions replaced lake signs with better and taller ones to avoid mowers from hitting the signs and damaging them.
- Landscaping will be planted at the bench seating areas.
- Nominal landscaping will be added at all three entrances.
- Dead plants will be replaced at the entrances and boulevards.
- Flowers (zinnias) are now planted at all entrances.

**Compliance & Covenants (Mark Miller)**

- Roofing project reviews are being submitted and several roofs are being replaced throughout the association.
- A dispute between two members regarding installation of a temporary fence butted against a rot iron fence between the two properties have been on going and with no resolution was brought to

the Board for their attention and discussion. After both parties presented their issues, the Board decided the owner with the temporary fence must make the temporary privacy fence permanent or remove the fence. The Board also informed the two owners that further confrontations between these neighbors should be handled through the police or their legal counsel. It is not the Board's place to resolve disputes.

#### **Communications and Contracts (Rhonda Ward)**

- Nothing to report

#### **Finance (Don Skadburg)**

- Don reported as of 4/30/19 there was a net Income of \$45,000. Cash carry over of \$67,229.00. \$250,000 in Reserves and \$3,018 in outstanding receivables. The financial reports that have been provided by HOA Management have been very well organized. A motion to approve the financials as submitted was unanimous.

#### **Lake, Dam and Wildlife (Dan Thaden)**

- Guest speakers Dave and Rodney Ingle of IA Excavating (Dave the Dozer) were introduced. Dave has met with Doug Ollendyke of the City of Clive to discuss the culvert along 142<sup>nd</sup>. They found the culvert is rusted and the cement flare damaged causing silt and pressure against the sheeting causing bulges. Dave stated the City will need to work with the association to resolve the issue. Dave asked the Board if they had information on the installer of the metal sheeting. Mark Miller will provide Dave with contact information. Possible resolutions will be adding a tile in the 142<sup>nd</sup> Street ditch to improve drainage and installing a dry creek bed for better water flow. A subsurface tile may be a resolution as well. The City could correct the issue with an epoxy liner system if the culvert is rusted. The City will run a camera to inspect the culvert. Dave's idea to resolve the 142<sup>nd</sup> issues would be to run a 300-foot tile and backfill with gravel and then a 6" tile to dry the area out. The discharge would run from Lakeview to culvert.
- The issue on University at the lake can be resolved by digging concrete out around the rocks and fixing one side to relieve issue by using concrete block instead of boulders or rock (gabion stone). The block is called Manatt Blocks. These blocks will keep the bank intact. Currently there is too much water pressure for current boulders (gabion stone). Dave estimated the need for a 60' long and 6' tall wall. If this is not taken care of it will eventually blow out the boulders.
- Dave reported nothing needing to be done at the Pinnacle small lake. Maybe building a silt trap at the south end. He measured the south end at it was six feet deep. There was sediment along the east side but not the south. It's very expensive to truck the silt out. May be an option to dig a 2-foot detention area to put silt in to create a landscape berm.
- Dave will provide formal estimates to the Board for review at their next meeting.

#### **Security/Insurance (Kim Robinson)**

- Nothing to report

Following a motion, second and a unanimous vote, the meeting was adjourned 8:23 pm. The next meeting is expected to take place at the Hampton Inn at 7:00 p.m. on Thursday, June 20<sup>th</sup>.