



DMCA BOARD MEETING

May 11 @ 6:00 PM – 8:00 PM

Purpose of Meeting: To provide a forum for the DMCA Board to meet and confirm they are fulfilling their duties and functions outlined in the Amended and Restated Bylaws of the Dallas Meadows Community Association.

Meeting Date	May 11, 2020	Meeting Time	6:00 pm – 8:30 pm
DMCA Board Attendees (minutes and updated financial report approval date):			
<input type="checkbox"/> Tom Bennett (05/29/2020)		<input checked="" type="checkbox"/> Don Scholl (05/22/2020)	
<input checked="" type="checkbox"/> Caroline McAndrews (05/20/2020)		<input checked="" type="checkbox"/> Andrea Sokolowski -5/DD/2020)	
<input checked="" type="checkbox"/> Gordon Mull (05/20/2020)		<input type="checkbox"/> Rick Taylor	

#	Agenda Item	Decision/Discussion Conclusion	Action(s)
1	Financial Report and Fine Penalties	<ul style="list-style-type: none"> • The end of April financial report was reviewed and approved by the Board (see page 4 & 5) • A reread of the DMCA Collection Policy dated 2/2013, indicates after the initial fine and delinquent fee, the penalty for non-payment is compounding 8% interest. Subsequent non-payment should result in a lien on the property. 	1) Update fine balances currently on the books to reflect the reread DMCA Collection Policy. a) Complete
2	Board Secretary Selection	<ul style="list-style-type: none"> • Andrea Sokolowski was nominated and unanimously voted in as the DMCA Secretary. 	None
3	Update on Lot Foreclosure	<ul style="list-style-type: none"> • Don shared a summary of the latest correspondence with our attorney. A Motion for Court Costs and Attorney's Fees was filed dated April 9, 2020 in the amount of \$14,565, plus interest at the rate of 8% per annum. The total owed to date is (\$93, 577.36), plus interest. The court granted the motion. • Don also ordered an update on the title work on Garth's property and increased the coverage from \$73,178.47 to \$100,000. The new premium will be \$804. Prior premium was \$680. We will get an additional update at no charge if within one year. 	None



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4	ADU and STR Issue Update	<ul style="list-style-type: none"> • The issue of ADUs and Short-Term Rentals (STRs) was discussed. The two aspects, ADU and STRs, are treated as separate but related. The key discussion points were: <ul style="list-style-type: none"> – A property with an ADU does not equate to a multi-family residential or partial rental lot. In keeping with the original intent of the DMCA, the board wished to <u>maintain the community as a single-family residential community</u> with limitation on the extent of short-term rentals, partially described in the CCDs. As such, an ADU may be an extension of a single-family home as in the example of an “in-law suite.” – The ARC guidelines do not preclude the option to have an ADU, provided the ADU meets the code requirements of Ouray County. <u>ADUs require a Certificate of Occupancy (COO).</u> – STRs are required to be permitted by the Ouray County. Ouray County currently limits the number of STR to 100 units and, as of April 2020, issued 97 STR permits. Permits are renewable on an annual basis. – To maintain the DMCA as a single-family residential community, the board will draft a resolution limiting the number of STR to about 25% of the community. – Currently, five lot owners are engaged in STRs – less than 12%. Lot owners engaged in STR are required to have a STR permit as per the Ouray County requirements. – Lot owners are required to comply with Ouray County requirements and codes. The DMCA is not an enforcement arm of the county. However, by the DMCA CCDs, the board has the authority to ask lot owners to demonstrate compliance with Ouray County requirements and codes. Therefore, lot owners with ADUs should provide evidence of a COO and lot owners engaged in STRs should provide evidence of a STR permit. The board can confirm compliance either with the lot owner or the county. 	<ol style="list-style-type: none"> 1) Caroline to draft a BOD resolution regarding STRs. <ol style="list-style-type: none"> a) Due Date: July 30, 2020 2) Tom will update the ARC Guidelines to reflect requirements associated with ADUs including 1. ADUs may not be used for long-term rentals that result in the lot being a multi-family or double housing lot; 2. The lot owner must provide a copy of the ADU’s COO to the board; and 3. If the ADU is to be used for STR, the lot owner must comply with the STR BOD Resolution. <ol style="list-style-type: none"> a) Due Date: Aug 30, 2020
5	ARC Update	<ul style="list-style-type: none"> • Lot 9 (Lummis) ARC request was approved 2:1. • Glenda Young resigned from the ARC. • Lot 6 (Wilson) ARC request is forthcoming and will be for a barn. • Tom proposed upgrading the ARC Guidelines to address standards for commonly constructed or revised lot improvements. Since several past ARC denials rested on “ARC discretion” as the basis, the board unanimously supported Tom’s proposal. 	<ol style="list-style-type: none"> 1) Tom will update the ARC Guidelines to clarify standards for commonly constructed or revised lot improvements. <ol style="list-style-type: none"> a) Due Date: Aug. 30, 2020



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6	Water Team Update	<ul style="list-style-type: none"> • Old Well Plugging – Gordon is awaiting a start date and confirmation of cost from the contractor. • Tank Recoating – the near-term actions include getting a survey of the easement that provides access to the tank area, establishing a contract with an excavator to get tools & equipment up and down from the tank area (Tom is investigating), establishing a contract with a vendor to recoat the tank (Gordon is getting an update). Decisions made include: <ul style="list-style-type: none"> ○ Board authorized a survey contract for up to \$800. Two requests for proposals are out and Tom will decide on which vendor to use. 	1) Tom will select a vendor to survey the easement road up to the water tank. a) Due Date: June 8, 2020 2) Tom will select a vendor to provide excavation support for the water tank recoating. a) Due Date: June 8, 2020 3) Gordon will obtain an updated water tank recoating bid and availability date. b) Due Date: June 8, 2020
7	DMCA One Drive	<ul style="list-style-type: none"> • A demonstration of the DMCA One Drive was provided to the board. Access to all files will be provided to the Secretary and at this time, access to specific folders will be provided on an as needed basis. For example, Tom will have access to the ARC folder on the One Drive. 	1) Caroline will provide a One Drive turnover to Andrea. a) Due Date: May 31, 2020
8	Water Meter Transmitter Status Update	<ul style="list-style-type: none"> • Rick assisted Bill Lindler in the replacement of his meter and transmitter. The system was later tested and found to be functioning. Based on the correction being made 10 days after the due date, the board unanimously set aside the fine associated with the Lindler broken water transmitter. 	None
9	Meeting Close <ul style="list-style-type: none"> • Next meeting location and topics 	<ul style="list-style-type: none"> • Additional topics for the next meeting include: <ul style="list-style-type: none"> ○ Water Tank Recoating Schedule ○ Insurance adequacy ○ Next steps for Lot 8 Violation 	None

Dallas Meadows Community Association (DMCA) Board Meeting Minutes

Financial Report

Dallas Meadows Community Association Monthly Finance Report 4/29/2020

Operating Budget	Annual Budget	May '20 Actual YTD	Difference	Comments
Income				
HOA Dues	\$20,400.00	\$16,300.00	(\$4,100.00)	1 delinquent: Valentine; 14 first half
Tap Fees	\$0.00	\$6,500.00	\$6,500.00	
Fines for Violations	\$0.00	\$30.00	\$30.00	Lot 6: \$5025, which is under review
Collection Charges from Lawsuit	\$0.00	\$0.00	\$0.00	Lot 21: Approx \$95123
Water Overage Payment				
Other	\$0.00	\$276.93	\$276.93	San Miguel Refund
Total Income	\$20,400.00	\$23,106.94	\$2,430.01	
Expenses				
Utilities				
Water Testing	\$6,500.00	\$2,310.17	\$4,189.83	
Water System Operation & Maintenance	\$5,000.00	\$0.00	\$5,000.00	
Electricity (Pump & Tank)	\$1,700.00	\$634.20	\$1,065.80	
Water Meter Reading	\$1,600.00	\$500.65	\$1,099.35	
Administration				
U. S. Post Office/Postage	\$300.00	\$55.00	\$245.00	
Office/Copy	\$150.00	\$34.23	\$115.77	
WEB Site	\$500.00	\$379.00	\$121.00	
Annual Meeting/Special Meeting	\$150.00	\$0.00	\$150.00	
Social (e.g., Yearly Picnic)	\$250.00	\$0.00	\$250.00	
Misc. (e.g., HOA Leader, Associations, etc.)	\$500.00	\$198.99	\$301.01	
Legal and Professional				
Tax Preparation/Accounting/Review	\$1,500.00	\$490.00	\$1,010.00	
Attorney/Legal	\$5,000.00	\$3,633.92	\$1,366.08	
Audit		\$0.00		
Insurance				
Insurance	\$2,100.00	\$1,006.00	\$1,094.00	
Contingency	\$2,000.00	\$0.00	\$2,000.00	
Total Expense	\$27,250.00	\$9,142.17	\$18,107.83	
Net Income	(\$6,850.00)	\$7,157.84	\$307.84	

<u>Capital Expenses</u>	Expected	Actual	Difference
Abandoned well plug	\$2,500.00		
Tank recoating	\$18,000.00		
Tank access	TBD		
Total Capital	\$20,500.00		

<u>Savings Account</u>	Expected	Actual	Difference
Input	\$0.00	\$1.01	
Expenses		\$0.00	
Savings Balance		\$9,042.18	

<u>Reserve Account</u>	Expected	Actual	Difference
Input	\$0.00	\$2.47	
Expenses		\$0.00	
Reserve Balance		\$34,112.36	

Dallas Meadows Community Association (DMCA) Board Meeting Minutes

SUMMARY TABLE OF CHECKING ACCOUNT Date as of 4/29/2020

Monthly Checking Summary	Column Labels												Grand Total
Row Labels	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Annual Meeting/Special Meeting					\$0.00								\$0.00
DR					\$0.00								\$0.00
Audit				\$0.00									\$0.00
DR				\$0.00									\$0.00
Collection Payment							\$0.00						\$0.00
DR							\$0.00						\$0.00
Contingency								\$0.00					\$0.00
DR								\$0.00					\$0.00
Dues	\$4,150.00	\$4,050.00	\$4,850.00	\$3,250.00									\$16,300.00
CR	\$4,150.00	\$4,050.00	\$4,850.00	\$3,250.00									\$16,300.00
Electrical - San Miguel	\$120.03	\$153.54	\$130.24	\$130.39									\$534.20
DR	\$120.03	\$153.54	\$130.24	\$130.39									\$534.20
Electrical Refund - San Miguel	\$276.93												\$276.93
CR	\$276.93												\$276.93
Fine Payment				\$30.00					\$0.00				\$30.00
CR				\$30.00					\$0.00				\$30.00
DR									\$0.00				\$0.00
Insurance		\$1,006.00											\$1,006.00
DR		\$1,006.00											\$1,006.00
Legal - Cannon	\$926.92		\$1,190.00	\$1,517.00									\$3,633.92
DR	\$926.92		\$1,190.00	\$1,517.00									\$3,633.92
Legal - Huffman										\$0.00			\$0.00
DR										\$0.00			\$0.00
Misc. (e.g., HOA Leader, Associations, etc.)		\$10.00		\$188.99									\$198.99
DR		\$10.00		\$188.99									\$198.99
Office/Copy	\$34.23												\$34.23
DR	\$34.23												\$34.23
Social (e.g., Yearly Picnic)											\$0.00		\$0.00
DR											\$0.00		\$0.00
Tap Fee	\$6,500.00												\$6,500.00
CR	\$6,500.00												\$6,500.00
Tax Preparation/Accounting/Review			\$490.00										\$490.00
DR			\$490.00										\$490.00
U. S. Post Office/Postage		\$55.00											\$55.00
DR		\$55.00											\$55.00
Water Meter Read	\$125.00	\$125.00	\$125.00	\$125.65									\$500.65
DR	\$125.00	\$125.00	\$125.00	\$125.65									\$500.65
Water O&M												\$0.00	\$0.00
DR												\$0.00	\$0.00
Water Overage Payment							\$0.00					\$0.00	\$0.00
CR							\$0.00					\$0.00	\$0.00
Water Test	\$858.20		\$1,451.97										\$2,310.17
DR	\$858.20		\$1,451.97										\$2,310.17
Web Services	\$240.00			\$139.00									\$379.00
DR	\$240.00			\$139.00									\$379.00

START OF YEAR BALANCE:	\$497.00		
Monthly Cash Flow	Income	Expenses	Ck Balance
January	\$10,926.93	\$2,304.38	\$9,119.55
February	\$4,050.00	\$1,349.54	\$11,820.01
March	\$4,850.00	\$3,387.21	\$13,282.80
April	\$3,280.00	\$2,101.03	\$14,461.77
May	\$0.00	\$0.00	\$14,461.77
June	\$0.00	\$0.00	\$14,461.77
July	\$0.00	\$0.00	\$14,461.77
August	\$0.00	\$0.00	\$14,461.77
September	\$0.00	\$0.00	\$14,461.77
October	\$0.00	\$0.00	\$14,461.77
November	\$0.00	\$0.00	\$14,461.77
December	\$0.00	\$0.00	\$14,461.77

**Dallas Meadows Community Association (DMCA)
Board Meeting Minutes**

New or Open Actions

No. (yr-mn-#)	Action(s)	Due Date	Status
20-01-13	<p>Don to review insurance policies, determine if policies cover</p> <ul style="list-style-type: none"> • Issues arising from members/guests using common areas • Other vulnerable liability issues (e.g., water system operator, meter reader, etc.) <p>Update: Due to membership change and need to resolve lawyer questions, this item is delayed until June</p>	<p>2/10/2020 3/9/2020 4/9/2020 6/8/2020</p>	Rescheduled due to competing priorities
20-02-02	<p>Don to draft an indemnification statement for Steve Shue to sign; Caroline will get Steve to sign.</p> <p>Status Update: It was decided at the meeting that Steve signing an DMCA indemnification statement would be sufficient to protect DMCA. Steve would be liable for damages to a lot owner's property.</p>	<p>2/28/2020 3/13/2020 6/15/2020</p>	Action revised based on board meeting discussion
20-03-06	<p>ALL Board members given action to identify ADD/DELETE/CHANGE areas on Website</p>	<p>3/25/2020 7/30/2020</p>	Rescheduled due to competing priorities
20-04-02	<p>Gordon will obtain a start date for plugging the abandoned well from Valley Pump.</p>	<p>5/30/2020</p>	
20-04-03	<p>Tom with the ARC will recommend next steps on the Lot 8 violation and discuss at a future meeting.</p>	<p>6/8/2020</p>	
20-05-01	<p>Caroline to draft a BOD resolution regarding STRs.</p>	<p>July 30, 2020</p>	
20-05-02	<p>Tom will update the ARC Guidelines to reflect requirements associated with ADUs including 1. ADUs may not be used for long-term rentals that result in the lot being a multi-family or double housing lot; 2. The lot owner must provide a copy of the ADU's COO to the board; and 3. If the ADU is to be used for STR, the lot owner must comply with the STR BOD Resolution.</p>	<p>Aug 30, 2020</p>	
20-05-03	<p>Tom will update the ARC Guidelines to clarify standards for commonly constructed or revised lot improvements.</p>	<p>Aug. 30, 2020</p>	
20-05-04	<p>Tom will select a vendor to survey the easement road up to the water tank.</p>	<p>June 8, 2020</p>	
20-05-05	<p>Tom will select a vendor to provide excavation support for the water tank recoating.</p>	<p>June 8, 2020</p>	
20-05-06	<p>Gordon will obtain an updated water tank recoating bid and availability date.</p>	<p>June 8, 2020</p>	
20-05-07	<p>Caroline will provide a One Drive turnover to Andrea.</p>	<p>May 31, 2020</p>	