



DMCA BOARD MEETING Minutes

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	October 20, 2020	Meeting Time	6:00 pm – 7:30 pm
DMCA Board Attendees (minutes and updated financial report approval date):			
<input checked="" type="checkbox"/> Tom Bennett (11/16/2020)		<input checked="" type="checkbox"/> Don Scholl – (11/16/2020)	
<input checked="" type="checkbox"/> Caroline McAndrews (11/15/2020)		<input type="checkbox"/> Andrea Sokolowski (11/16/2020)	
<input checked="" type="checkbox"/> Gordon Mull (11/16/2020)			

#	Agenda Item	Decision/Discussion Conclusion	Action(s)
1	Meeting Minutes	<ul style="list-style-type: none"> September meeting minutes were approved by email prior to the meeting. 	None
2	Financial Report	<ul style="list-style-type: none"> The October Financial Report was approved – see pages 3-4. Money from the Lot 21 sale was used to pay the remaining legal fees and to fund new water meter transmitters, if ultimately installed. The remaining funds from the Lot 21 sale were placed in the reserve account since it was the DMCA reserves that funded the DMCA legal fees. The draft reserve funding plan was reviewed and the board supported collecting reserve funds in 2021. The final funding plan will be reviewed at the next board meeting. 	None
3	Water Team Update	<ul style="list-style-type: none"> Water Meter Reading <ul style="list-style-type: none"> The board approved, conditionally, funds (\$13k) for new water meter transmitters and a reader provided the transmitters work for the most remote meters. Once viability is proven, the installation contract will need to be signed and installation date set. The board agreed for safety reasons to withhold reading meters during the winter month, particularly if the new transmitters are not installed. Status Update – Andrea confirmed that the transmitters work up to one half mile. Andrea has offered to be the meter reader at a higher rate, which will be addressed at a future board meeting. The meter reader position remains unfilled. 	None



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#	Agenda Item	Decision/Discussion Conclusion	Action(s)
3	Water Team Update (cont.)	<ul style="list-style-type: none"> • New Water Operator (WO) <ul style="list-style-type: none"> ○ The Board approved, conditionally, the hiring of the new WO provided insurance concerns were addressed. Additionally, the Board recognized the cost for the WO would result in ~\$265/lot/yr increase in dues. This budget impact will be addressed in the 2021 budget. ○ Concern was raised regarding the WO automobile insurance coverage. It was agreed that the new WO would need to sign the “Hold Harmless” agreement to protect DMCA and lot owners. ○ Status Update – since the meeting, the adequacy of the WO specific liability insurance was confirmed, the new WO signed the DMCA contract and Hold Harmless agreement to address potential automobile and similar issues, and the WO contact information was updated with the state of CO. 	None
4	End of Year Meeting	<ul style="list-style-type: none"> • The board agreed to hold the annual meeting on 11/30/2020 via zoom. 	None
5	ARC	<ul style="list-style-type: none"> • Some time in the past, a barn was built on lot 33 and was situated close to the street and not in conformance with the DMCA CCDs (40’ setback). An ARC historical review of the structure could not be found. However, Ouray Co approved the building. The property is now up for sale and the new owner wants to ensure they will not be left with a HOA violation. A request for a variance for the existing structure on Lot 33 was approved in lieu of asking the owner to tear down the structure. See pages 5-7. • Tom shared his draft ideas for ARC guideline changes in an email prior to the meeting and requested board members provide feedback. 	None
6	Other Items	<ul style="list-style-type: none"> • No one identified themselves as candidates for the 2021 board. • No one was been identified to facilitate the DMCA Board elections. 	1. The board will solicit volunteers for the board and conducting elections. <ol style="list-style-type: none"> a. Due Date: 11/16/2020
8	Meeting Close	Next meeting is on Nov 16 th based on member availability.	None



DMCA BOARD MEETING Meeting Material

End of September Financial Reports

Dallas Meadows Community Association

Monthly Finance Report 10/16/2020

Operating Budget	Annual Budget	Oct '20 Actual YTD	Plan Difference	Comments
Income				
HOA Dues	\$20,400.00	\$20,030.00	(\$370.00)	Actual is \$400 deficit - Freed paid 8/31.
Tap Fees	\$0.00	\$6,300.00	\$6,300.00	
Fines for Violations	\$0.00	\$30.00	\$30.00	Balance is: \$174 for Lot 8
Collection Charges from Lawsuit	\$0.00	\$99,700.45	\$99,700.45	Lot 21 funds were disbursed; Appeal bills pending.
Water Overage Payment	\$0.00	\$4,317.20	\$4,317.20	Total Due = \$211
Transfer from Savings or Reserves	\$0.00	\$22,000.00	\$22,000.00	For Tank Recoating
Other	\$0.00	\$276.93	\$276.93	San Miguel Refund
Total Income	\$20,400.00	\$153,054.59	\$132,654.59	
Expenses				
Utilities				
Water Testing	\$6,300.00	\$2,911.30	\$3,388.70	
Water O&M + Well +Tank Recoat	\$5,000.00	\$28,367.29	(\$23,367.29)	
Electricity (Pump & Tank)	\$1,700.00	\$1,304.77	\$195.23	
Water Meter Reading	\$1,600.00	\$1,276.65	\$323.35	
Administration				
U. S. Post Office/Postage	\$300.00	\$101.00	\$199.00	
Office/Copy	\$150.00	\$34.23	\$115.77	
WEB Site	\$300.00	\$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	
Dues Overpayment	\$0.00	\$250.00	(\$250.00)	
Misc. (e.g., HOA Leader, Associations, etc.)	\$500.00	\$274.99	\$225.01	
Legal and Professional				
Tax Preparation/Accounting/Review	\$1,300.00	\$490.00	\$1,010.00	
Attorney/Legal	\$5,000.00	\$9,636.42	(\$4,636.42)	
Audit	\$0.00	\$0.00	\$0.00	
Insurance				
Insurance	\$2,100.00	\$1,006.00	\$1,094.00	
Contingency	\$2,000.00	\$0.00	\$2,000.00	
Transfer to Savings/Reserves	\$0.00	\$99,700.45	(\$99,700.45)	
Total Expense	\$27,250.00	\$146,132.11	(\$118,882.11)	
Net Income	(\$6,850.00)	\$6,922.48		

<u>Capital or Reserve Planned Expenses</u>	Expected	Actual	Difference	
Abandoned well plug	\$2,300.00	\$1,788.48	\$711.52	Cost is included in Water O&M
Tank recoating	\$18,000.00	\$22,765.00	(\$4,765.00)	Cost will be \$22,765
Tank access	TBD			
Total Capital	\$22,500.00	\$24,553.48	(\$2,053.48)	

<u>Savings Account</u>	Expected	Actual	Difference
Input	\$0.00	\$1.43	
Expenses	\$0.00	\$0.00	
Savings Balance		\$9,042.60	

<u>Reserve Account</u>	Expected	Actual	Difference
Input	\$0.00	\$99,705.33	
Expenses	\$0.00	\$23,000.00	
Reserve Balance		\$111,815.42	

Lot 21 Disbursement
\$23k planned xfer in Aug for Tank Recoat



DMCA BOARD MEETING Meeting Material

SUMMARY TABLE OF CHECKING ACCOUNT Data as of 10/16/2020

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	\$280.00		\$2,950.00	\$750.00	\$250.00				\$30,530.00
CR	\$4,150.00	\$4,050.00	\$4,850.00	\$3,250.00	\$280.00		\$2,950.00	\$500.00	\$250.00				\$30,280.00
DR								\$250.00					\$250.00
Electrical - San Miguel	\$120.03	\$153.54	\$130.24	\$130.39	\$115.19	\$119.59	\$149.56	\$179.12	\$254.41	\$152.70			\$1,504.77
DR	\$120.03	\$153.54	\$130.24	\$130.39	\$115.19	\$119.59	\$149.56	\$179.12	\$254.41	\$152.70			\$1,504.77
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
Insurance		\$1,006.00											\$1,006.00
DR		\$1,006.00											\$1,006.00
Legal - Cannon	\$926.92		\$1,190.00	\$1,517.00		\$1,677.00		\$2,086.50	\$1,739.00				\$9,136.42
DR	\$926.92		\$1,190.00	\$1,517.00		\$1,677.00		\$2,086.50	\$1,739.00				\$9,136.42
Legal - Huffman						\$500.00				\$0.00			\$500.00
DR						\$500.00				\$0.00			\$500.00
Lot 21 Collection Payment										\$99,700.45			\$99,700.45
CR										\$99,700.45			\$99,700.45
Misc. (e.g., HOA Leader, Associations, etc.)		\$10.00		\$188.99				\$76.00					\$274.99
DR		\$10.00		\$188.99				\$76.00					\$274.99
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
Transfer of Funds from/to Savings or Reserves								\$22,000.00		\$99,700.45			\$121,700.45
CR								\$22,000.00		\$99,700.45			\$121,700.45
DR										\$99,700.45			\$99,700.45
U. S. Post Office/Postage		\$55.00								\$46.00			\$101.00
DR		\$55.00								\$46.00			\$101.00
Water Meter Read	\$125.00	\$125.00	\$125.00	\$125.65	\$125.00	\$129.55	\$131.50	\$130.85	\$130.85	\$128.25			\$1,276.65
DR	\$125.00	\$125.00	\$125.00	\$125.65	\$125.00	\$129.55	\$131.50	\$130.85	\$130.85	\$128.25			\$1,276.65
Water O&M					\$1,037.10	\$1,788.48	\$1,820.42	\$22,765.00	\$1,156.29			\$0.00	\$28,567.29
DR					\$1,037.10	\$1,788.48	\$1,820.42	\$22,765.00	\$1,156.29			\$0.00	\$28,567.29
Water Overage Payment					\$0.00	\$0.00	\$1,124.50	\$971.75	\$2,178.95	\$242.00			\$4,517.20
CR					\$0.00	\$0.00	\$1,124.50	\$971.75	\$2,178.95	\$242.00			\$4,517.20
Water Test	\$858.20		\$1,451.97						\$601.13				\$2,911.30
DR	\$858.20		\$1,451.97						\$601.13				\$2,911.30
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	Cl 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	\$280.00	\$1,277.29	\$13,464.48
June	\$0.00	\$4,214.62	\$9,249.86
July	\$4,074.50	\$2,101.48	\$11,222.88
August	\$28,471.75	\$25,487.47	\$9,207.16
September	\$2,428.95	\$3,927.68	\$7,708.43
October	\$99,942.45	\$99,981.40	\$7,669.48
November	\$0.00	\$0.00	\$7,669.48
December	\$0.00	\$0.00	\$7,669.48

Dallas Meadows Community Association (DMCA) Board Meeting Minutes

Request by Lot #33 for DMCA 2014 CCD Setback Variance

Condition:

1. It has come to the attention of the DMCA Board that a barn was constructed on Lot #33 that violates the setback requirements delineated in DMCA 2014 CCDs § 10.11. Attached is the Improvement Location Certificate that identifies the barn and proximity to the road. The DMCA 2014 CCDs state:
 - "10.11 Set-Back Lines. No building, structure or appurtenance of any nature, except fences and hedges, shall be located closer than forty (40) feet to any road right-of-way or closer than twenty-five (25) feet to any other Lot line."

Extent of Condition:

1. No other lots were identified with structures in violation of DMCA 2014 CCDs § 10.11.

Prior ARC or County Approval

1. No DMCA documentation could be found indicating the DMCA ARC approved the construction of the barn.
2. The Ouray County certificate of completion, date January 2010, was provided by the owner.

Motion

1. Given the current condition, the DMCA Board is granting a one-time variance to the DMCA 2014 CCDs § 10.11 setback requirements for the barn on Lot #33. This variance would be granted for the existing structure and no subsequent changes would be approved.
2. Going forward, the DMCA ARC will maintain all ARC Request documents in a repository that is accessible to subsequent DMCA Boards and ARCs; preferably in electronic form.

Motion made by: Caroline McAndrews

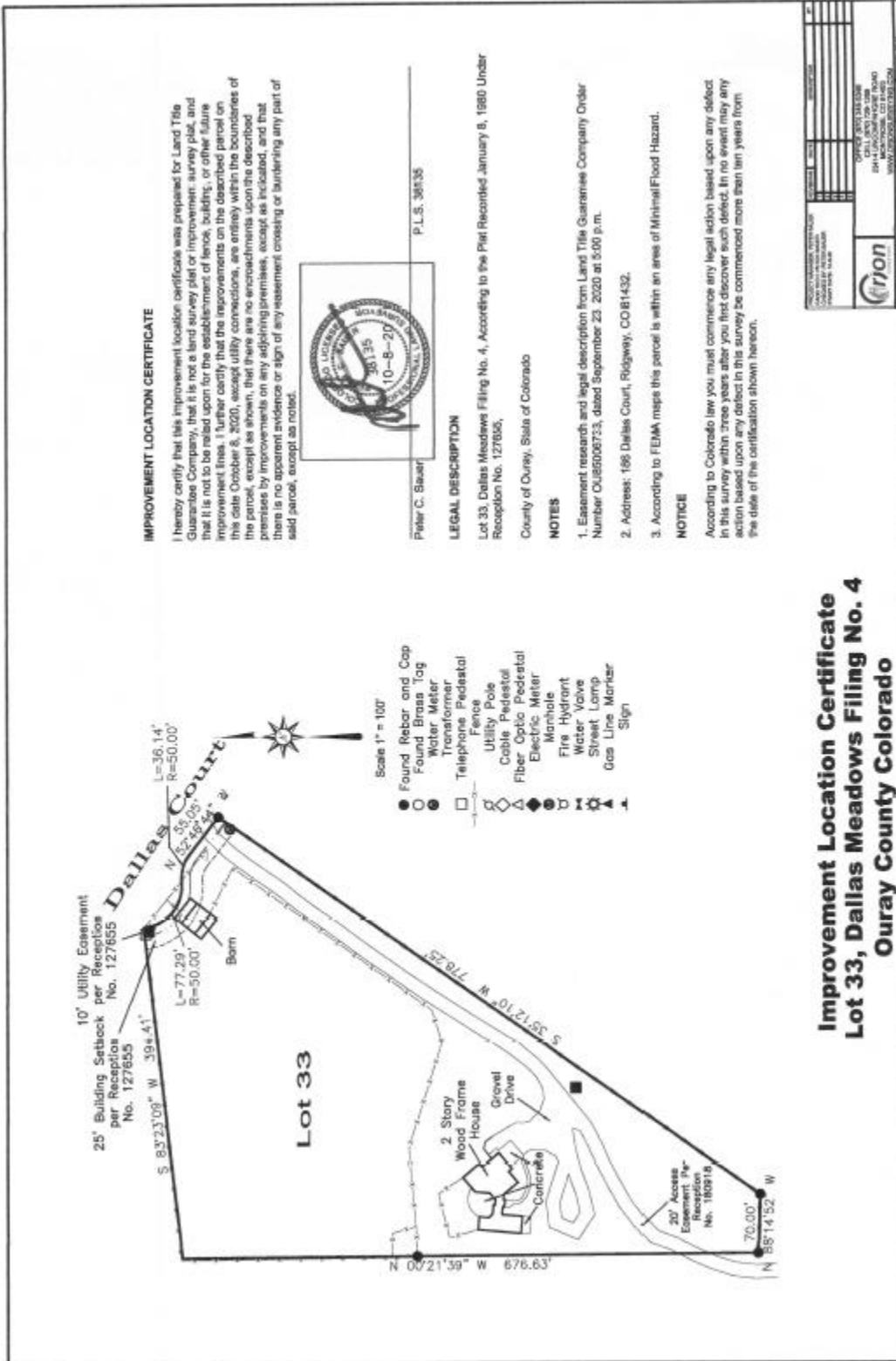
Motion seconded by: Don Schöll

Decision:

Yay	Nay	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tom Bennett
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Caroline McAndrews
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gordon Mull
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Don Schöll
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Andrea Sokolowski

Date: 10/20/2020

Dallas Meadows Community Association (DMCA) Board Meeting Minutes



Dallas Meadows Community Association (DMCA)
Board Meeting Minutes



Certificate of Completion

01/07/2010

Marc Woodruff
186 Dallas Court
Ridgway, CO 81432

Dear Mr. Woodruff:

This letter confirms that Permit #3051-06 classified as a Hay & Run Shed is now closed and complete. The project permit is owned Mark Woodruff at 186 Dallas Court.

The Final Inspection was completed under the requirements of the 1997 Edition of the Uniform Building Code, and this completed structure has met all the health and safety requirements of Ouray County, Colorado.

Building Department plan copies not claimed within 180 days of the date of this Certificate will be disposed of.

Sincerely,

A handwritten signature in cursive script that reads "Paul Christensen".

Paul Christensen
Building Official

CC: Files

111 Mall Road PO Box 28 Ridgway CO 81432-0028 Phone: (970) 626-9775 Fax: (970) 626-4439

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

New or Open Actions at Conclusion of Meeting

No. (yr-mn-#)	Action(s)	Due Date	Status
20-05-01	Caroline to draft a BOD resolution regarding STRs. Status Update: There may be limitations on developing a BOD resolution related to STRs and more investigation is needed.	7/30/2020 8/30/2020 11/15/2020	
20-05-02	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.	8/30/2020	
20-05-03	Tom will update the ARC Guidelines to clarify standards for commonly constructed or revised lot improvements.	8/30/2020	
20-08-01	Gordon to submit any expenses for water tank work.	12/15/2020	
20-08-02	Andrea will obtain information on cost for applying mag-chlorine to Meadow Cir.	8/24/2020	
20-09-01	Andrea to prepare a proposal with alternatives for reading the DMCA meters.	10/20/2020	Complete
20-09-02	Andrea will reach out to Henry to get help or guidance on the DMCA Board elections.	10/20/2020	Complete
20-10-01	All board members will solicit volunteers for the board and conducting elections.	11/16/2020	