



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	February 8, 2021	Meeting Time	6:00 pm – 7:15 pm
DMCA Board Attendees (minutes and financial report approval date):			
<input checked="" type="checkbox"/> Tom Bennett (7/12/2021)	<input type="checkbox"/> Don Schell		
<input checked="" type="checkbox"/> Caroline McAndrews (02/08/2021)	<input checked="" type="checkbox"/> Vince Snowbarger (7/9/2021)		
<input checked="" type="checkbox"/> Gordon Mull (7/9/2021)			

#	Agenda Item Discussion and Result
1	<p>Financial Report</p> <ul style="list-style-type: none"> The financial report through the end of January were approved (pg. 2-3); Vince made a motion to approve, Tom seconded the motion, all approved.
2	<p>ARC</p> <ul style="list-style-type: none"> Update on open Lot 32-Link ARC requests – Owner is in the process of completing his garage enclosure and expects to be complete within the month; Tom will discuss the need to also remove the construction equipment. New ARC Request filed by Lot 29-Rytlewski was approved by ARC. The changes include: remodel for mudroom, a new covered roof on east side, new roofing, updated windows and doors, and house painting that will match existing house color. The lighting plan was not included and will need a future application. Actions on Lot 8 Open Violation – after discussion it was decided that 1) the ARC guidelines need updating to reflect the use for fabric-type fencing material, 2) since there is a discrepancy as to whether an ARC request was ever submitted for the fabric covering (ARC records exist for the wooden fence but not the use of a fabric covering), the ARC will maintain on DMCA Web a log of all ARC requests and their approval status, and 3) after issuance of the revised ARC Guidelines a member of the board will discuss with the owner the resolution to the Lot open violation. <ul style="list-style-type: none"> Action: Tom to update the ARC guidelines related to the use of fabric-type fencing material and obtain board approval at the next meeting. <ul style="list-style-type: none"> Due Date: March 8, 2021
3	<p>Water Team Update</p> <ul style="list-style-type: none"> Water Operator identified excessive water pumping that is associated with the damage done to the tank level switch wiring by Earthworks, excavators for Clearnetworkx. Caroline is working with Valley Pump to identify a potential wireless solution since finding the damaged cable along the path to the tank was not successful. Caroline is continuing to communicate the Earthworks since they are ultimately responsible for correction of the problem. <ul style="list-style-type: none"> Action: Caroline will work with Valley Pump on resolution to the tank level wiring problem. <ul style="list-style-type: none"> Due Date: February 19, 2021
4	<p>Tax Return Filing Update</p> <ul style="list-style-type: none"> DMCA’s accountant has all the needed information and will be contacting us once the returns are ready for filing. Since interest was collected as part of the Lot 21 settlement, DMCA will pay taxes on this interest.
5	<p>HOA Registration and Annual Fees</p> <ul style="list-style-type: none"> 811 Registration for Water System – Vince offered to complete the filing and Caroline will provide the paperwork.
5	<p>Other Business</p> <ul style="list-style-type: none"> One lot owner asked questions regarding the PVC lifespan assumptions used in the reserve study. Tom offered to draft a response. <ul style="list-style-type: none"> Action: Tom to draft response to questions about the DMCA PVC lifespan assumptions. <ul style="list-style-type: none"> Due Date: February 19, 2021
6	<p>Next Meeting</p> <ul style="list-style-type: none"> Next meeting – March 8, 2021

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Financial Report

Dallas Meadows Community Association

Monthly Finance Report 1/28/2021

Operating Budget	Annual Budget	Jan 2021 Actual YTD	Plan Difference	Comments
Income				
HOA Dues	\$73,965.00	\$0.00	(\$73,965.00)	Need to update with new amount
Tap Fees	\$0.00	\$0.00	\$0.00	
Fines for Violations	\$0.00	\$0.00	\$0.00	
Collection Charges from Lawsuit	\$0.00	\$0.00	\$0.00	
Water Overage Payment	\$0.00	\$0.00	\$0.00	Amount Outstanding = \$0
Transfer from Savings or Reserves	\$0.00	\$0.00	\$0.00	
Other	\$0.00	\$63.28	\$63.28	San Miguel Refund
Total Income	\$73,965.00	\$63.28	(\$73,901.72)	
Expenses				
Utilities				
Water Testing	\$3,000.00	\$0.00	\$3,000.00	
Water O&M	\$16,575.00	\$1,146.75	\$15,428.25	
Water System Capital/Reserves	\$0.00	\$0.00	\$0.00	
Electricity (Pump & Tank)	\$1,800.00	\$112.21	\$1,687.79	
Water Meter Reading	\$1,600.00	\$0.00	\$1,600.00	
Administration				
U. S. Post Office/Postage	\$300.00	\$0.00	\$300.00	
Office/Copy	\$150.00	\$0.00	\$150.00	
WEB Site	\$300.00	\$0.00	\$300.00	
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	\$0.00	\$500.00	
Legal and Professional				
Tax Preparation/Accounting/Review	\$1,000.00	\$0.00	\$1,000.00	
Attorney/Legal	\$2,000.00	\$0.00	\$2,000.00	Overage due to Lot 21 Lawsuit
Audit	\$500.00	\$0.00	\$500.00	
Insurance				
Insurance	\$2,100.00	\$0.00	\$2,100.00	General Liability due in Dec ~\$1200
Contingency	\$1,000.00	\$0.00	\$1,000.00	
Transfer to Savings/Reserves	\$42,435.00	\$0.00	\$42,435.00	
Total Expense	\$73,860.00	\$1,258.96	\$72,601.04	
Net Income	\$105.00	(\$1,195.68)		

<u>Capital or Reserve Planned Expenses</u>	Expected	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total Capital	\$0.00	\$0.00	\$0.00

<u>Savings Account</u>	Expected	Actual	Difference
Balance forward from previous year: \$2043			
Input	\$0.00	\$0.02	
Expenses		\$0.00	
Savings Balance		\$2,042.84	

<u>Reserve Account</u>	Expected	Actual	Difference
Balance forward from previous year: \$86817			
Input	\$0.00	\$0.74	
Expenses		\$0.00	
Reserve Balance		\$86,818.08	

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SUMMARY TABLE OF CHECKING ACCOUNT
Data as of 1/28/2021

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
CR			\$0.00										\$0.00
Contingency								\$0.00					\$0.00
DR								\$0.00					\$0.00
Dues	\$0.00												\$0.00
CR	\$0.00												\$0.00
Electrical - San Miguel	\$112.21	\$0.00											\$112.21
CR		\$0.00											\$0.00
DR	\$112.21												\$112.21
Electrical Refund - San Miguel	\$63.28			\$0.00									\$63.28
CR	\$63.28			\$0.00									\$63.28
Fine Payment									\$0.00				\$0.00
CR									\$0.00				\$0.00
Insurance							\$0.00						\$0.00
DR							\$0.00						\$0.00
Legal - Cannon										\$0.00			\$0.00
DR										\$0.00			\$0.00
Legal - Huffman							\$0.00						\$0.00
DR							\$0.00						\$0.00
Lot 21 Collection Payment					\$0.00								\$0.00
CR					\$0.00								\$0.00
Misc. (e.g., HOA Leader, Associations, etc.)								\$0.00					\$0.00
DR								\$0.00					\$0.00
Office/Copy									\$0.00				\$0.00
DR									\$0.00				\$0.00
Social (e.g., Yearly Picnic)											\$0.00		\$0.00
DR											\$0.00		\$0.00
Tap Fee										\$0.00			\$0.00
CR										\$0.00			\$0.00
Tax Preparation/Accounting/Review											\$0.00		\$0.00
DR											\$0.00		\$0.00
Transfer of Funds from/to Savings or Reserve	\$0.00							\$0.00					\$0.00
CR								\$0.00					\$0.00
DR	\$0.00												\$0.00
U. S. Post Office/Postage												\$0.00	\$0.00
DR												\$0.00	\$0.00
Water Meter Read	\$0.00												\$0.00
DR	\$0.00												\$0.00
Water O&M	\$1,146.75											\$0.00	\$1,146.75
DR	\$1,146.75											\$0.00	\$1,146.75
Water Overage Payment						\$0.00							\$0.00
CR						\$0.00							\$0.00
Water System Capital/Reserves						\$0.00							\$0.00
DR						\$0.00							\$0.00
Water Test				\$0.00									\$0.00
DR				\$0.00									\$0.00
Web Services							\$0.00						\$0.00
DR							\$0.00						\$0.00

START OF YEAR BALANCE: \$8,571.50

Monthly Cash Flow	Income	Expenses	Ck Balance
January	\$63.28	\$1,258.96	\$7,375.82
February	\$0.00	\$0.00	\$7,375.82
March	\$0.00	\$0.00	\$7,375.82
April	\$0.00	\$0.00	\$7,375.82
May	\$0.00	\$0.00	\$7,375.82
June	\$0.00	\$0.00	\$7,375.82
July	\$0.00	\$0.00	\$7,375.82
August	\$0.00	\$0.00	\$7,375.82
September	\$0.00	\$0.00	\$7,375.82
October	\$0.00	\$0.00	\$7,375.82
November	\$0.00	\$0.00	\$7,375.82
December	\$0.00	\$0.00	\$7,375.82

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

New or Open Actions

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.	11/20/2020 4/20/2021	
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 2/20/2021 3/08/2021	
20-05-03	Tom will update the ARC Guidelines to clarify standards for commonly constructed or revised lot improvements.	8/30/2020 2/20/2021 3/08/2021	
20-08-01	Gordon to submit any expenses for water tank work.	12/15/2020	Complete
20-12-01	Tom will get an update on the Link construction.	2/8/2021	Complete
20-12-02	Caroline will arrange for a walkdown on the LeCorte fence to determine the acceptability of the material	2/8/2021	Complete
21-01-01	Tom will inform Link to get submit a new application this month or apply for an extension	1/15/2021	Complete
21-01-02	Tom to send our draft ARC Guidelines	1/22/2021 2/26/2021	
21-01-03	Caroline will be contacting the HOA Leaders service to renew our subscription and add Vince.	4/15/2021	
21-01-04	Vince will be submitting the required Colorado 811 registration paperwork. Status Update: Vince took over this action for Caroline on 2/8/21	1/18/2021 3/15/2021	
21-02-01	Tom will update the ARC guidelines related to the use of fabric-type fencing material and obtain board approval at the next meeting.	3/08/2021	
21-02-02	Caroline will work with Valley Pump on resolution to the tank level wiring problem.	2/19/2021	
21-02-03	Tom to draft response to questions about the DMCA PVC lifespan assumptions.	2/19/2021	