



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 14, 2022	Meeting Time	6:00 pm – 7:10 pm
DMCA Board Attendees (previous month’s minutes approval date):			
<input checked="" type="checkbox"/> Tom Bennett (1/17/2022)	<input checked="" type="checkbox"/> Josh Freed (1/12/2022)		
<input checked="" type="checkbox"/> Martin Bouliane (1/12/2022)	<input checked="" type="checkbox"/> Marvin Lummis (2/14/2022)		
<input checked="" type="checkbox"/> Mark Dollard (1/17/2022)	<input checked="" type="checkbox"/> Gary Ratcliff (1/13/2022)		

***Guests – Val Szwarc**

#	Agenda Item Discussion and Result
1	<p>Public Comment</p> <ul style="list-style-type: none"> Val stated that he appreciated the agenda being posted on the website. Val also encouraged immediate neighbors be involved in any ARC deliberations, not for final approval, but simply for awareness and to create opportunity to provide feedback. He also thought a newsletter that included ARC updates was a good idea.
2	<p>Water Team Update</p> <ul style="list-style-type: none"> Gary communicated with Gordon to get update on feedback from lab who will do testing of PVC. Gary assuming lead on this action item. Plan to get piece of pipe during Lot 31 dig. <ul style="list-style-type: none"> Action: Gary will engage with the lab in Arizona to coordinate testing schedule. <ul style="list-style-type: none"> Due Date: March 14, 2022 Action: Gary will take the lead with Josh assisting on developing a documented Standard Operating Procedure for leak detection and valve shut-off/testing. <ul style="list-style-type: none"> Due Date: March 14, 2022 Martin and Gary visited with Caroline and she showed them the pump room and the steps involved in water meter reading, water billing, and water testing. Good transfer/sharing of knowledge on the system. Caroline will continue to read the meters and create the reports.
3	<p>Financial Report</p> <ul style="list-style-type: none"> Martin (Treasurer) shared details on the month’s transactions and current balances. Josh made a motion to approve the financial report through 1/31/2021. Marvin seconded. Passed unanimously.



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4	<p>Other Business</p> <ul style="list-style-type: none">• Colorado HOA Registration – Mark shared that this task is complete. Receipt and report on record.• Policy to Formalize Process by which Lot Owners Communicate with Board – Gary previously shared language with the Board that outlined a more formal process for a Lot Owner to communicate with the Board, including Lot Owner Input time at the start of each Board meeting. This will make for more efficient communications that no Board member will miss and it will ensure any Lot Owner feedback is documented. The general consensus of the Board was in agreement that this is a good idea. Gary getting estimate from Roscoe for the needed updates to the website.• Uncompahgre Court Easement / Gate – Gary updated Board on history of this topic. Andrea S.'s past investigations were shared with Martin and he forwarded to full Board. Contained in the docs was a statement by an attorney, referencing the plat and county regulations, that the easement can be used by residents for pedestrian access to the common land. The attorney found that at the time Dallas Meadows was established, the Ouray Land Use Code required residential developments to have a percentage of their development devoted to "useable open space" -- shown on the Dallas Meadows plat as "Common" -- and a means for residents to access this space. The plat for Dallas Meadows shows the sole access to its Common space as a 20' foot wide, 300' foot long "road" between lots 26 and 20. Gary shared that RiverSage has formal rules related to their open space, and the Board's management of it, so we will review their language. Board will circulate emails over next month to share ideas and formulate a first draft of a plan before next meeting.• Burn Piles on Common Land – Tom updated Board on indemnification available with fire department to get their assistance with the burning of these piles. There is a total of 4+ large piles of branches/trees. Firemen would walk down to common land near river with their equipment to do the burn. Tom taking lead.• Lots 13-20 Well Easement Vacation – Mark shared that he had engaged an attorney to draft a resolution vacating the easement. All Lot Owners 13-20 were in agreement to sign and record the document, but after further research with Land Title Company, it was concluded that we need a 67% majority vote of the membership to vacate said easement. To save money and to be most efficient, it was decided that this vote will take place at the same time as the annual meeting when the membership will be voting on other matters as well.• ARC – Marvin shared that he was uncomfortable with the idea that all homeowners have a right to chime in on ARC activity/deliberations, while acknowledging that historically there was consideration given to lots immediately adjacent to the subject property. But that is it. The ARC is the body tasked with making sure the homeowner's application follows the ARC guidelines and the CCDs. There was a broad consensus of agreement with this.



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#	Agenda Item Discussion and Result
5	<p>Review of Action Items</p> <ul style="list-style-type: none">● **<ul style="list-style-type: none">○ Action: Josh and Marvin will investigate updating the CC&Ds as it relates to home-based businesses and any other items the membership deems important. Tom pointed to the Ouray County's Land Use Code as model to update our language.<ul style="list-style-type: none">▪ Due Date: March 14, 2022○ Action: Create list of possible management firms, obtain quotes, report to full Board. Mark has two quotes coming from two providers. Val also sharing what they received several years ago.<ul style="list-style-type: none">▪ Due Date: March 14, 2022○ Action: Locate new CPA for taxes and audit (Martin)<ul style="list-style-type: none">▪ Due Date: March 14, 2022○ Action: Gary will engage with the lab in Arizona to coordinate testing schedule.<ul style="list-style-type: none">▪ Due Date: March 14, 2022○ Action: Gary will take the lead with Josh assisting on developing a documented Standard Operating Procedure for leak detection and valve shut-off/testing.<ul style="list-style-type: none">▪ Due Date: March 14, 2022
6	<p>Adjournment</p> <ul style="list-style-type: none">● With consensus among all members, Gary adjourned the meeting at 7:10 PM.
7	<p>Next Meeting</p> <ul style="list-style-type: none">● Next meeting – March 14, 2022 at 6:00 PM via Zoom

Dallas Meadows Community Association
Monthly Finance Report **January**

last data entry: 2022-01-27

Operating Budget	Annual Budget	Actual YTD	Plan Difference	Comments
Income				
HOA Dues Improved lots	\$27,540.00			\$765 per lot (35 lots)
HOA Dues Unimproved lots	\$3,990.00	\$0.00	\$73,965.00	\$665 per lot (6 lots)
Reserve Dues	\$42,435.00			\$1035 per lot (41 lots)
Tap Fees	\$0.00	\$0.00	\$0.00	
Fines for Violations	\$0.00	\$0.00	\$0.00	
Water Overage Payment	\$0.00	\$0.00	\$0.00	
Transfer from Savings or Reserves	\$0.00	\$0.00	\$0.00	
Other	\$0.00	\$113.19	\$113.19	
Total Income	\$73,965.00	\$113.19	(\$73,851.81)	
Expenses				
Utilities				
Water Testing	\$3,000.00	\$0.00	\$3,000.00	
Water O&M	\$17,200.00	\$1,147.00	\$16,053.00	
Water System Capital/Reserves	\$0.00	\$0.00	\$0.00	
Electricity (Pump & Tank)	\$1,800.00	\$162.49	\$1,637.51	
Water Meter Reading	\$0.00	\$0.00	(\$0.00)	
Administration				
U. S. Post Office/Postage	\$100.00	\$0.00	\$100.00	
Office/Copy	\$150.00	\$0.00	\$150.00	
WEB Site	\$250.00	\$0.00	\$250.00	
Annual Meeting/Special Meeting	\$150.00	\$0.00	\$150.00	
Social (e.g., Yearly Picnic)	\$250.00	\$0.00	\$250.00	
Misc. (e.g., Associations, etc.) + Bank Error	\$500.00	\$0.00	\$500.00	
Legal and Professional				
Tax Prep/Audits/Fees	\$1,000.00	\$0.00	\$1,000.00	
Attorney/Legal	\$2,000.00	\$188.00	\$1,812.00	
Audit	\$1,000.00	\$0.00	\$1,000.00	
Insurance				
Insurance	\$2,300.00	\$0.00	\$2,300.00	
Contingency				
	\$1,000.00	\$0.00	\$1,000.00	
Transfer to Savings/Reserves	\$42,435.00	\$0.00	\$42,435.00	
Total Expense	\$73,135.00	\$1,497.49	\$71,637.51	
Net Income	\$830.00	(\$1,384.30)		
Checking Account End of Month Balance		\$5,656.48		

<u>Capital or Reserve Planned Expenses</u>	Expected	Actual	Difference
			\$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	\$0.00	
Expenses		\$0.00	
Savings Account End of Month Balance		\$2,043.05	

<u>Reserve Account</u>	Expected	Actual	Difference
Balance forward from previous year: \$154483			
Input	\$0.00	\$0.00	
Expenses		\$0.00	
Reserve Account End of Month Balance		\$154,482.55	

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

New or Open Actions

No. (yr-mn-#)	Action(s)	Due Date	Status
	Gary will engage with the lab in Arizona to coordinate testing schedule.	3/14/22	Open
	Gary will take the lead with Josh assisting on developing a documented Standard Operating Procedure for leak detection and valve shut-off/testing.	3/14/22	Open
	Mark and Josh will create list of possible management firms, obtain quotes, report to full Board	3/14/22	Open
	Josh and Marvin will investigate updating the CC&Ds as it relates to home-based businesses and any other items the membership deems important. As a model, Tom cited Section 20 of Ouray County's Land Use Code 'use by right'.	3/14/22	Open
	Martin will locate a new CPA for tax filing and audits	3/14/22	Open