# 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** | June 13, 2022 | **Meeting Time** | 6:00 pm – 7:17 pm |
|---|---|---|---|

**DMCA Board Attendees:**

☒ Tom Bennett
☒ Martin Bouliane
☒ Mark Dollard
☒ Josh Freed
☐ Marvin Lummis
☒ Gary Ratcliff

***Guests – Kevin Wilson, Russell Cosby, Val Szwarc, Caroline McAndrews**

| # | Agenda Item Discussion and Result |
|---|---|
| 1 | **Public Comment**<br>• Kevin read a letter which is included here as Attachment 1.<br>• Russell shared that he was just attending to learn more about the open space access issue.<br>• Val shared that he likes quick and decisive updates on the water meter readings to members. Secretary will start posting meter reading report to web site when received and alert those with overages.<br>• Caroline stated that she would like to see a Water Committee created to stay on top of all things water – testing, emergency operating procedures, component replacement plan. The Committee could include Board Members but does not need to. |
| 2 | **Approve Previous Board Meeting Minutes**<br>• Prior to the meeting, the Secretary shared the draft minutes from the May Board Meeting. With no suggested changes, Josh made a motion to approve the May Board Meeting Minutes as presented. Martin seconded. No further discussion. Vote to approve passed unanimously. |
| 3 | **Water Team Update**<br>• Martin discussed the antenna solution for Lot 41 to read that meter. He talked with vendor (Core & Main) who installed the transmitter. Caroline updated Board that the vendor knew it went in too low to get readings, so it needs an extender. Vendor told Martin extender not likely to work. That is new news to Caroline. She graciously offered to stay involved and assist Martin. Core & Main shared a cost estimate on an appropriate new meter.<br>• Gary provided update on pipe sample excavations. Lot 31 will occur next week in conjunction with the lot owners build and water connection excavation. Second and third test sites will be done at same time when a section of pipe of Uncompahgre Ct will be replaced. Gordon Mull has been very helpful. Discussed testing section on east side of river as an alternative to replacing the entire line that is part PVC, part metal, has reducers, etc. Popular spot to have a leak issue. Gary has quote from experienced excavator who can start in July.<br>• Gary updated us that our water guy Chris Bolane was the one who alerted us to the water use overages in May. He keeps a log in the pump house. Martin asked if we could put a transmitter in the pump house. No good answer…meanwhile, Caroline will grab meter readings manually at the pump house.<br>• Gary also shared that when alerting members to possible leaks, a good way to narrow the problem is by asking if anyone has noticed decreased water pressure.<br>• Caroline noted that there is an isolation valve on Lot 29.<br>• **Tank Access** – John & Glenda Young have been very gracious in allowing the community to cross his property to access the water tank for work in recent years. Val shared that the previous access agreement was with Rick Weaver, but since Rick developed the land as River Sage, that agreement is no longer in force. Some members felt that River Sage could be approached to determine if they would grant us access in the event of emergencies. Along this line, Gordon had previously started a conversation with the River Sage HOA to create a Memorandum of Understanding (MOU) for access in the event of an emergency.<br>○ **Action**: **Josh/Gary** will develop a documented Standard Operating Procedure for leak detection and valve shut-off/testing.<br>▪ Due Date: August 13, 2022<br>○ **Action**: **Gary** will obtain two quotes for excavating and grabbing the pipe samples.<br>▪ Due Date: July 11, 2022 |

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| 4 | **Financial Report**<br>• Martin (Treasurer) shared the financial report through May 31st with the Board prior to the meeting. Martin gave a high-level review of the report, noting that nothing was out of the ordinary in terms of payables and all were in line with where we would expect them to be at this date. Account balances all in good shape. Four lots had water overages last month with overage fees due. Russell was one lot owner who did and sent in his overage fee, but he learned that owners can ask for forgiveness when the cause was an unknown leak. Board will review past Resolution on the topic and update Russell next month. Martin will not cash check in meantime. Five property owners are still overdue on their Dues as of May 31st. Financial Report will be included with these final minutes. |
| 5 | **Other Business**<br>• **Home-based Businesses / CC&D Updates** – No new updates. Josh and Marvin are on this committee. They will update Gary when this item should next be on agenda.<br>• **Uncompahgre Court Easement, Attorney Opinion** – Gary contacted HOA attorney in Delta, David Scarpa, to get his opinion on whether the HOA is required to provide access to the Common Areas (Open Space). Scarpa is contacting the county attorney to get his feedback and clarifications. Additionally, Scarpa will pose the question "What if a Board wanted to deny members access to the common areas? Is this allowable? What if the membership were to vote on the topic?". Gary's aim is to get this nailed down for good, so no future Boards have to revisit it. Hope is we will have an update by the next Board Meeting in July.<br>• **Management Firm Proposals –** No new updates. Effort being pushed to the 3rd Quarter.<br>• **Private Property Signs –** Gary visited the common areas along the river. It appears the only lot owner(s) having any issue with boaters trespassing are on the east side of the river near the County Road 24 bridge. Board agreed that it is not a big issue nor an epidemic of trespassing. Board agreed that a sign on common area by river is not needed at this time. Lot owners near bridge will be advised to post signs as they see necessary.<br>○ **Action**: **Mark** will seek new management proposals.<br>▪ Due Date: September 8, 2022<br>○ **Action**: **Everyone** will research and send suggestions for the CC&D update spreadsheet. Ongoing.<br>▪ Due Date: Ongoing |
| 6 | **Open Action Items**<br>○ Action: **Marvin** will investigate updating the CC&Ds as it relates to home-based businesses and any other items the membership deems important. **Everyone** will review CC&Ds and bring items they believe need updating to the Board meeting. Ongoing.<br>▪ Due Date: August 8, 2022<br>○ Action: **Josh** with Gary assisting will develop a documented Standard Operating Procedure for leak detection and valve shut-off/testing.<br>▪ Due Date: August 8, 2022<br>○ **Action**: **Gary** will obtain two quotes for excavating and grabbing the pipe samples.<br>▪ Due Date: July 11, 2022<br>○ **Action**: **Mark** will re-work existing management proposals and obtain a third.<br>▪ Due Date: September 8, 2022 |
| 7 | **Adjournment**<br>• With consensus among all members, Gary adjourned the meeting at 7:17 PM. |

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|---|---|
| 8 | **Next Meeting**<br>• Next meeting – July 11, 2022 at 6:00 PM via Zoom |

## Dallas Meadows Community Association

## Monthly Finance Report — January

last data entry: 1/0/1900

| 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 | $31,250.00 | $42,715.00 | **$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 | $9.35 | $9.35 | |
| Transfer from Savings or Reserves | $0.00 | $0.00 | $0.00 | |
| Other | $0.00 | $113.19 | $113.19 | |
| **Total Income** | $73,965.00 | $31,372.54 | ($42,592.46) | |
| **Expenses** | | | | |
| **Utilities** | | | | |
| Water Testing | $3,000.00 | $0.00 | $3,000.00 | |
| Water O&M | $17,200.00 | $6,453.87 | $10,746.13 | |
| Water System Capital/Reserves | $0.00 | $0.00 | $0.00 | |
| Electricity (Pump & Tank) | $1,800.00 | $688.05 | $1,111.95 | |
| 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 | $378.00 | ($128.00) | |
| 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 | $408.00 | $1,592.00 | |
| Audit | $1,000.00 | $0.00 | | |
| **Insurance** | | | | |
| Insurance | $2,300.00 | $938.00 | $1,362.00 | |
| **Contingency** | $1,000.00 | $0.00 | $1,000.00 | |
| **Transer to Savings/Reserves** | $42,435.00 | $0.00 | $42,435.00 | |
| **Total Expense** | $73,135.00 | $8,865.92 | $64,269.08 | |
| **Net Income** | $830.00 | $22,506.62 | | |
| **Checking Account End of Month Balance** | | **$37,758.17** | | |

| Capital or Reserve Planned Expenses | Expected | Actual | Difference |
|---|---|---|---|
| | | | $0.00 |
| | | | $0.00 |
| **Total Capital** | $0.00 | $0.00 | $0.00 |

| Savings Account | | | |
|---|---|---|---|
| Balance forward from previous year: $2043 | **Expected** | **Actual** | **Difference** |
| Input | $0.00 | $0.00 | |
| Expenses | | $0.00 | |
| **Savings Account End of Month Balance** | | **$2,043.05** | |

| Reserve Account | | | |
|---|---|---|---|
| Balance forward from previous year: $154488 | **Expected** | **Actual** | **Difference** |
| Input | $0.00 | $0.00 | |
| Expenses | | $0.00 | |
| **Reserve Account End of Month Balance** | | **$154,487.63** | |

# DMCA Monthly Water Usage

**Period (Days):** 8
**Limit for Period (Gals):** 3156
**Reading Date:** 6/1/2022 6/9/2022

| LOT | MIUID | Start Reading | End Reading | Usage | 1st 10k Over $5/1000 gal | Next 8k Over $10/1000 gal | 18k Over $40/1000 gal | Monthly Fee | Past Due Fee | Total Due |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1567580266 | 366000 | 367950 | 1950 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 2 | TC | 0 | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 3 | 1567617396 | 2310500 | 2319250 | 8750 | $27.97 | $0.00 | $0.00 | $27.97 | | **$27.97** |
| 4 | 1567616506 | 552450 | 553300 | 850 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 5 | 1568199212 | 1008200 | 1009850 | 1650 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 6 | 1568199226 | 954700 | 956400 | 1700 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 7 | NONE | 0 | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 8 | 1568199230 | 1479050 | 1480200 | 1150 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 9 | 1567617806 | 1481550 | 1483500 | 1950 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 10 | 1567559472 | 116769.1 | 118182.5 | 1413 | $0.00 | $0.00 | $0.00 | $0.00 | | **$0.00** |
| 11 | 1567549124 | 1076000 | 1077200 | 1200 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 12 | 1567556264 | 480250 | 481000 | 750 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 13 | 1567559476 | 500150 | 502700 | 2550 | $0.00 | $0.00 | $0.00 | $0.00 | $6.35 | $6.35 |
| 14 | 1567561322 | 1383900 | 1384750 | 850 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 15 | 1567556044 | 800100 | 800950 | 850 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 16 | 1567561150 | 421750 | 428350 | 6600 | $17.22 | $0.00 | $0.00 | $17.22 | | $17.22 |
| 17 | NONE | 0 | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 18 | 1567582476 | 1516200 | 1518150 | 1950 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 19 | 1567559870 | 1047750 | 1048500 | 750 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 20 | 1567581876 | 749600 | 750100 | 500 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 21 | NONE | 0 | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 22 | 1567559462 | 969650 | 971300 | 1650 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 23 | 1567583076 | 1463400 | 1464600 | 1200 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 24 | 1567581968 | 1917300 | 1918000 | 700 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 25 | 1567561160 | 319050 | 319700 | 650 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 26 | 1567566810 | 863400 | 864450 | 1050 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 27 | 1564937394 | 1339400 | 1341350 | 1950 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 28 | 1567572930 | 1486700 | 1490850 | 4150 | $4.97 | $0.00 | $0.00 | $4.97 | | $4.97 |
| 29 | 1564892062 | 1069700 | 1072400 | 2700 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 30 | NONE | | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 31 | NONE | | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 32 | 1564926300 | 117000 | 119700 | 2700 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 33 | 1564926228 | 2243600 | 2250550 | 6950 | $18.97 | $0.00 | $0.00 | $18.97 | | **$18.97** |
| 34 | 1567583012 | 2108300 | 2112850 | 4550 | $6.97 | $0.00 | $0.00 | $6.97 | | $6.97 |
| 35 | 1564940058 | 1553650 | 1556800 | 3150 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 36 | NONE | | 0 | 0 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 37 | 1567566422 | 769650 | 771000 | 1350 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 38 | 1567566876 | 159857.1 | 160868.9 | 1012 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 39 | 1567617220 | 851400 | 853850 | 2450 | $0.00 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 40 | 1567653552 | 1331150 | 1334350 | 3200 | $0.22 | $0.00 | $0.00 | $0.22 | | **$0.22** |
| 41 | 1567617222 | 870650 | Could not get reading for this month since transmitter sits to low; Data last obtained on 2/2/2022 | | | | | | | |
| 42 | 1568194332 | 349950 | 353350 | 3400 | $1.22 | $0.00 | $0.00 | $1.22 | | $1.22 |

# ATTACHMENT 1

June 13, 2022

Dear DMCA Board and neighbors,

With regard to developing the Common Area, this is a two-step process;

1. First, establishing an easement.
2. Second, what should be done with the Common Area?

#1- Easement

I hope the HOA attorney will address the purposes of the "2" utility easements that exist on the plats.

If the premise for opening-up the Common Area is to "hike down to the river," then the lower utility easement would give you a nice walk along the river and deliver you to the Common Area next to the river.

However, I believe a higher priority must be to establish a utility easement to our water tank. Before the Board starts crisscrossing the Young's property with easements, the water tank access must be a priority. One easement to the tank could be used as your access to the Common Area.

Has anyone on the Board contacted the other neighbors, whose properties border the Common Area, to see if they would allow access?

Due to the obvious ambiguity of the wording on the plat, I propose amending the plat to specifically and unequivocally state the purpose of the easement.

#2- Common Area

We all have a vested interest in the Common Area and a choice to make. This land could be dedicated or conveyed as a Preserve or developed into a full blown Open Space Nirvana. The residences of Dallas Meadows should be surveyed before the Board moves forward.

My observation – With the current, existing, walking access to thousands of acres of parkland and miles of riverside trails, I can only conclude the motivation for pushing for access to this 300' of river is to exploit this pristine land, exactly opposite the original preamble of the Planned Unit Development's purpose to protect. 25% of Dallas Meadows was set aside so, "wherever possible consideration would be given to wildlife, plants, and scenic vistas."

My personal opinion – The best course of action for the HOA Board is to do nothing. This way, you preserve the beauty of our area, protect the ecology of the Common Area, and maintain the country quality of life for all the residences of Dallas Meadows, and it's free.

Thank you.

Kevin Wilson