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	September 12, 2022	**Meeting Time**	6:15 pm – 7:32 pm

DMCA Board Attendees:

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

***Guests – Val, Caroline**

#	Agenda Item Discussion and Result
1	**Public Comment** • None
2	**Approve Previous Board Meeting Minutes** • Prior to the meeting, the Secretary shared the draft minutes from the August Board Meeting. With no suggested changes, Marvin made a motion to approve the August Board Meeting Minutes as presented. Martin seconded. After no further discussion, the minutes were approved by a unanimous vote.

3	**Water Team Update**
	• Water overages did occur at several properties. Each were alerted to the amount. Monthly meter report on the web site's home page. The electric bill for the well pump normally goes from $100/month in winter to $300/month in summer, so leaks can sometimes be hard to recognize. The Water Committee (Caroline, Martin, Wally, Gary) is an appropriate way to tackle the need to improve leak detection processes and to recommend upgrades to the current system and its electrical infrastructure. The next lot owner Newsletter will contain information on the committee's responsibilities. One early project to improve monitoring is a remote solution using cellular communications that Martin is developing with input from the Water Committee. The Board is grateful and strongly supports these efforts. Code on pump house has not been changed.
	• **Pipe Samples & Excavation** – Again, very difficult to get an excavator to do a "one off" job. They are all so busy. But Gary has lined up a guy for late October. Update at next Board meeting.
	  ○ **Action**: **Gary** will talk to Mr Lock about updating the code on the pump house door.
	  ▪ Due Date: October 10, 2022
	  ○ **Action**: **Gary** will provide update on Tyler's excavation and the grabbing of pipe samples.
	  ▪ Due Date: October 10, 2022

4	**Financial Report** • Martin (Treasurer) shared the financial report through August 31st with the Secretary prior to the meeting, which was then forwarded to the full Board. No surprises and no expense overruns. Martin reviewed all account balances and reported that all is on pace as planned. Reports will be part of final Minutes package.

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.

#	Agenda Item Discussion and Result
5	**Other Business** • **Declaration Updates Matrix** – Marvin led the discussion. Conversation focused exclusively on the topic of home-based businesses. The section in the county land use code that deals with home-based businesses has served as a good guide. County allows 7 visits by customers/clients each day so a lot of discussion on what might be the best number for Dallas Meadows, if any. Board has a great desire to hear more from the lot owners to gauge how much support (or not) there is for this topic, so the idea of special meeting was raised. Thoughts were that we would receive more participation and feedback than we would if we just surveyed the owners. Organization of special meeting will occur at next Board meeting. Secretary to write a preamble to the message so the owners understand the motivation behind the suggested change. • **Common Area Use Regulations** – Built from past board discussions and with input from several lot owners, this will be part of next Newsletter communication. • **NewsLetter to Owners** – Discussion on different topics that should be included in the NewsLetter included: common area land and rules of use, letter from HOA attorney, existing easements, home-based businesses, other declaration updates, pets and dogs off leash, speed limit violations. ○ **Action**: **Everyone** will research and send suggestions for the CC&D update spreadsheet. Ongoing. ▪ Due Date: Ongoing
6	**Open Action Items** ○ **Action**: **Everyone** will research and send suggestions for the CC&D update spreadsheet. Ongoing. ▪ Due Date: Ongoing ○ **Action**: **Gary** will talk to Mr Lock about updating the code on the pump house door. ▪ Due Date: October 10, 2022 ○ **Action**: **Gary** will provide update on Tyler's excavation and the grabbing of pipe samples. ▪ Due Date: October 10, 2022 ○ **Action**: **Mark** will draft and share a preamble for the possible home-based-business Declaration update. ▪ Due Date: October 10, 2022 ○ **Action**: **Mark** will re-work existing management proposals and obtain a third. ▪ Due Date: October 10, 2022
7	**Adjournment** • With consensus among all members, Gary adjourned the meeting at 7:32 PM.
8	**Next Meeting** • Next meeting – October 10, 2022 at 6:00 PM via Zoom • Current Items for the September Agenda – Declaration Update Matrix, Pipe Testing Update, NewsLetter to Lot Owners, Start Plan for Annual Meeting and Votes, Conflicts of Interest, Pump House and Water Leak Updates

Dallas Meadows Community Association

Monthly Finance Report — January

last data entry: 1900-01-00

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	$51,740.00	$22,225.00	**$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	$1,270.50	$1,270.50	
Transfer from Savings or Reserves	$0.00	$0.00	$0.00	
Other	$0.00	$113.19	$113.19	
Total Income	$73,965.00	$53,123.69	($20,841.31)	
Expenses				
Utilities				
Water Testing	$3,000.00	$875.81	$2,124.19	
Water O&M	$17,200.00	$10,268.70	$6,931.30	
Water System Capital/Reserves	$0.00	$0.00	$0.00	
Electricity (Pump & Tank)	$1,800.00	$1,444.18	$355.82	
Water Meter Reading	$0.00	$0.00	($0.00)	
Administration				
U. S. Post Office/Postage	$100.00	$66.00	$34.00	
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	$938.00	$1,062.00	
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	$14,908.69	$58,226.31	
Net Income	$830.00	$38,215.00		
Checking Account End of Month Balance		**$53,466.55**		

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		**$2,043.17**	

Reserve Account

Balance forward from previous year: $154489	Expected	Actual	Difference
Input	$0.00	$0.00	
Expenses		$0.00	
Reserve Account End of Month Balance		**$154,491.53**	

Annual Dues Accounting
2022

Lot #	Name	Lot Status	Total Due	Balance	Payment 1	Deposit Date 1	Check #	Payment 2	Deposit Date 2	Check #	Payment 3	Deposit Date 3	Check #	Payment 4	Deposit Date 4	Check #
1	Sokolowski	Improved	$1,800.00	$450.00	$450.00	3/29/2022	1247	$450.00	6/2/2022	1254	$450.00	8/9/2022	1268			
2	Freed	Improved-TC	$765.00	$0.00	$765.00	7/17/2022	156									
3	Bennett	Improved	$1,800.00	$0.00	$1,800.00	4/11/2022	2148									
4	Hooper	Improved	$1,800.00	$0.00	$900.00	2/22/2022	3035	$900.00	7/17/2022	3103						
5	Kigar	Improved	$1,800.00	$450.00	$450.00	3/31/2022	2507	$450.00	6//2022	2513	$450.00	8/9/2022	2523			
6	Wilson	Improved	$1,800.00	$450.00	$450.00	3/24/2021	1320	$450.00	6/2/2022	1339	$450.00	9/3/2022	1360			
7	Lummis	Unimproved	$1,700.00	$850.00	$850.00	5/16/2022	1758									
8	LaCorte	Improved	$1,800.00	$400.00	$450.00	3/31/2022	27620622044	$450.00	7/5/2022	26130592978	$500.00	8/9/2022	2808			
9	Lummis	Improved	$1,800.00	$900.00	$900.00	5/15/2022	1757									
10	Lindler	Improved	$1,800.00	$450.00	$450.00	3/31/2022	8108123	$450.00	8-Jun	818	$450.00	7/25/2022	19568666			
11	Klonoski	Improved	$1,800.00	$900.00	$900.00	6/2/2022	111									
12	Ratcliff	Improved	$1,800.00	$450.00	$450.00	3/19/2022	2616	$450.00	5/15/2022	2621	$450.00	8/9/2022	2628			
13	Snowbarger	Improved	$1,800.00	$0.00	$1,800.00	3/31/2022	1168									
14	Bouliane/Rivard	Improved	$1,800.00	$450.00	$450.00	3/14/2022	139	$450.00	5/19/2022	148	$450.00	8/7/2022	108			
15	Cagney	Improved	$1,800.00	$0.00	$450.00	3/29/2022	516	$450.00	5/31/2022	517	$450.00	8/7/2022	518	$450.00	8/7/2022	519
16	Romano	Improved	$1,800.00	$0.00	$1,800.00	2/23/2022	1527									
17	Romano	Unimproved	$1,700.00	$0.00	$1,700.00	2/23/2022	1526									
18	Hall	Improved	$1,800.00	$0.00	$1,800.00	2/22/2022	1112									
19	Dollard	Improved	$1,800.00	$0.00	$1,800.00	2/24/2022	1000166									
20	Feierabend	Improved	$1,800.00	$450.00	$450.00	3/19/2022	5644	$450.00	5/16/2022	5666	$450.00	7/5/2022	5682			
21	Bouliane/Rivard	Unimproved	$1,700.00	$425.00	$425.00	3/14/2022	139	$425.00	5/19/2022	148	$425.00	8/7/2022	108			
22	Smith	Improved	$1,800.00	$450.00	$450.00	3/26/2022	10313	$450.00	5/16/2022	10332	$450.00	7/28/2022	10350			
23	Benasutti	Improved	$1,800.00	$450.00	$450.00	3/20/2022	1000491	$450.00	5/4/2022	1000498	$450.00	7/25/2022	1000508			
24	Giek	Improved	$1,800.00	$0.00	$1,800.00	2/24/2022	6079									
25	Szwarc/McAlevy	Improved	$1,800.00	$450.00	$450.00	3/31/2022	1883	$450.00	6/2/2022	1895	$450.00	8/9/2022	1898			
26	Young	Improved	$1,800.00	$450.00	$450.00	3/31/2022	4970	$450.00	8-Jun	4987	$450.00	8/9/2022	4998			
27	VerStraete	Improved	$1,800.00	$0.00	$900.00	3/20/2022	1159				$900.00	7/28/2022	1172			
28	Mull	Improved	$1,800.00	$450.00	$450.00	4/4/2022	6857	$450.00	6/20/2022	6873	$450.00	8/17/2022	6896			
29	Rytlewski	Improved	$1,800.00	$450.00	$450.00	2/22/2022	1155	$450.00	8-Jun	1045	$450.00	8/9/2022	1064			
30	Young	Unimproved	$1,700.00	$425.00	$425.00	3/31/2022	4970	$425.00	8-Jun	4987	$425.00	8/9/2022	4998			
31	Edwards	Unimproved	$1,700.00	$425.00	$425.00	3/19/2022	1046	$425.00	6/2/2022	1011	$425.00	8/9/2022	1019			
32	Link	Improved	$1,800.00	$1,800.00												
33	Cosby	Improved	$1,800.00	$0.00	$1,800.00	2/22/202										
34	Born/Pennings	Improved	$1,800.00	$0.00	$1,800.00	3/26/2022	154									
35	Seaman	Improved	$1,800.00	$450.00	$450.00	3/19/2022	3592	$450.00	6/2/2022	3632	$450.00	7/21/2022	3675			
36	Veenstra	Unimproved	$1,700.00	$0.00	$1,700.00	4/8/2022	996711									
37	Fallenius	Improved	$1,800.00	$0.00	$1,800.00	2/21/2022	9643									
38	McAndrews	Improved	$1,800.00	$0.00	$1,800.00	2/21/2022	3500581									
39	Ritter	Improved	$1,800.00	$450.00	$450.00	4/2/2022	779	$450.00	6/20/2022	785	$450.00	8/25/2022	1831			
40	Chevalier	Improved	$1,800.00	$0.00	$450.00	3/19/2022	8560	$450.00	5/15/2022	8583	$900.00	7/17/2022	8607			
41	Harper	Improved	$1,800.00	$450.00	$450.00	3/31/2022	102	$450.00	8-Jun	4011	$450.00	8/9/2022	7154			
42	Weibel/FOley	Improved	$1,800.00	$0.00	$1,800.00	3/27/2022	211									
					$38,240.00			$10,725.00			$11,225.00			$450.00		

Total Improved:	35	**Total Due:**	**$73,965.00**
Total Unimproved:	6	**Total Paid:**	**$60,640.00**
Total Impr-TC:	1	**Amount Outstanding:**	**$13,325.00**

Op Dues - Improved:	$ 27,540.00	
Op Dues - Unimproved:	$ 3,990.00	$ 31,530.00
Reserve Funds:	$ 42,435.00	
	$ 73,965.00	

DMCA Monthly Water Usage

Period (Days): 31
Limit for Period (Gals): 12230
Reading Date: 8/1/2022 9/1/2022

LOT	MIUID	Start Reading	End Reading	Usage	1st 10k Over $5/1000 gal	Next 8k Over $10/1000 gal	18k Over $40/1000 gal	Due Current Month
1	1567580266	381900	387550	5650	$0.00	$0.00	$0.00	$0.00
2	TC	0	0	0	$0.00	$0.00	$0.00	$0.00
3	1567617396	2348200	2369950	21750	$47.60	$0.00	$0.00	**$47.60**
4	1567616506	557500	559450	1950	$0.00	$0.00	$0.00	$0.00
5	1568199212	1020000	1024000	4000	$0.00	$0.00	$0.00	$0.00
6	1568199226	963850	968700	4850	$0.00	$0.00	$0.00	$0.00
7	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
8	1568199230	1493550	1496550	3000	$0.00	$0.00	$0.00	$0.00
9	1567617806	1495800	1503900	8100	$0.00	$0.00	$0.00	$0.00
10	1567559472	135082	156577	21495	$46.33	$0.00	$0.00	**$46.33**
11	1567549124	1083300	1087000	3700	$0.00	$0.00	$0.00	$0.00
12	1567556264	486700	489250	2550	$0.00	$0.00	$0.00	$0.00
13	1567559476	524150	531950	7800	$0.00	$0.00	$0.00	$0.00
14	1567561322	1397200	1407850	10650	$0.00	$0.00	$0.00	$0.00
15	1567556044	807100	810450	3350	$0.00	$0.00	$0.00	$0.00
16	1567561150	437800	440000	2200	$0.00	$0.00	$0.00	$0.00
17	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
18	1567582476	1523400	1526850	3450	$0.00	$0.00	$0.00	$0.00
19	1567559870	1055700	1058500	2800	$0.00	$0.00	$0.00	$0.00
20	1567581876	753250	754900	1650	$0.00	$0.00	$0.00	$0.00
21	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
22	1567559462	975300	978700	3400	$0.00	$0.00	$0.00	$0.00
23	1567583076	1477700	1484250	6550	$0.00	$0.00	$0.00	$0.00
24	1567581968	1974100	1978600	4500	$0.00	$0.00	$0.00	$0.00
25	1567561160	324400	326800	2400	$0.00	$0.00	$0.00	$0.00
26	1567566810	871900	876150	4250	$0.00	$0.00	$0.00	$0.00
27	1564937394	1348550	1353300	4750	$0.00	$0.00	$0.00	$0.00
28	1567572930	1499850	1501800	1950	$0.00	$0.00	$0.00	$0.00
29	1564892062	1084900	1089100	4200	$0.00	$0.00	$0.00	$0.00
30	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
31	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
32	1564926300	140350	152650	12300	$0.35	$0.00	$0.00	**$0.35**
33	1564926228	2276650	2291300	14650	$12.10	$0.00	$0.00	**$12.10**
34	1567583012	2146200	2157100	10900	$0.00	$0.00	$0.00	$0.00
35	1564940058	1577150	1588100	10950	$0.00	$0.00	$0.00	$0.00
36	NONE	0	0	0	$0.00	$0.00	$0.00	$0.00
37	1567566422	783250	788200	4950	$0.00	$0.00	$0.00	$0.00
38	1567566876	166845	170074	3229	$0.00	$0.00	$0.00	$0.00
39	1567617220	863200	866100	2900	$0.00	$0.00	$0.00	$0.00
40	1567653552	1351600	1359450	7850	$0.00	$0.00	$0.00	$0.00
41	1567617222	915150	924850	9700	$0.00	$0.00	$0.00	$0.00
42	1568194332	375500	387700	12200	$0.00	$0.00	$0.00	$0.00

Water Overage Payment Tracking

Month	Lot #	Name	Amount	Monthly Due	Paid (x)	Mthly Paid	Balance
May-22							
	3	Bennett	$99.70		x		
	10	Lindler	$29.19				
	13	Snowbarger	$6.35		x		
	33	Cosby	$250.00		x		
	40	Chevalier	$7.10		x		
		Total		**$392.34**		**$0.00**	**$392.34**
Jun-22							
	3	Bennett	$67.09		x		
	13	Snowbarger	$15.30		x		
	16	Romano	$4.05		x		
	24	Giek	$676.36		x		
	33	Cosby	$21.80		x		
	34	Born/Pennings	$20.30		x		
	42	Weibel	$17.30		x		
				$822.20		$0.00	**$822.20**
Jul-22							
	3	Bennett	$11.60		x		
	10	Lindler	$1.18				
	24	Giek	$7.35		x		
	32	Link	$3.10				
	33	Cosby	$25.10				
	34	Born/Pennings	$51.70		x		
	35	Seaman	$0.10		x		
				$100.13		$0.00	**$100.13**
Aug							
	3	Bennett	$47.60				
	10	Lindler	$46.33				
	32	Link	$0.35				
	33	Cosby	$12.10				
				$106.38		$0.00	**$106.38**
Sept							
				$0.00		$0.00	**$0.00**
Oct							
Nov							
				$0.00		$0.00	$0.00

Water Overage Payment Tracking

			$1,421.05		$0.00		$1,421.05