

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
BOARD OF MANAGERS MEETING  
October 21, 2019**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Richard Garcia in the Dillon Valley East Clubhouse.

Board members present were Richard Garcia, Mike Kurth, Nathan Willis, Lisa Watkins and Bob Price.

Owners Holly Holden (O102) and Joyleen Helcoski (B106) were guests at the meeting.

Representing Basic Property Management were Gary Nicholds and Matt Litowkin. Erika Krainz of Summit Management Resources was recording secretary.

**II. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** Bob Price moved to approve the September 21, 2019 Board Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

**III. APPOINTMENT OF BOARD MEMBER**

Jouleen Helcoski expressed interest in serving on the Board. She provided biographical information.

**Motion:** Richard Garcia moved to appoint Jouleen Helcoski to the Board for a three-year term ending September 2022. Mike Kurth seconded and the motion carried.

**IV. OWNER COMMENTS**

Holly Holden commented that there was a recurring problem with garbage being left outside the dumpster. She suggested emailing all owners about the problem and potential consequences. There was discussion about having dumpsters with side access doors or replacing the existing with two smaller sized dumpsters that would provide easier access. Gary Nicholds commented that two dumpsters would not be feasible.

Action Item: Notices will be posted at Buildings N, O, P, and Q about trash and a reminder will be sent to all owners about the problem.

**V. TREASURER'S REPORT**

A. *2019 Year-to-Date Operating Account Summary as of September 30, 2019*  
Mike Kurth reviewed highlights of the Balance Sheet and Income Statement.

1. YTD Revenue – \$6,111 favorable to budget.
2. YTD Expenses – \$20,416 favorable to budget.
3. Net Income - \$26,527 favorable to budget.
4. Net Reserve Income – \$6,645 favorable to budget.
5. Net Reserve Expenses – \$164,794 favorable to budget.

There will be a budget meeting next week.

**Motion:** Lisa Watkins moved to accept the Financial Report. Bob Price seconded and the motion carried.

## VI. FINES AND HEARINGS

There was a \$50 fine issued to the owner of O205 after multiple complaints and warnings about their dog being off leash.

## VII. MANAGER'S REPORT

### A. *Manager's Report*

Matt Litowkin distributed the report prior to the meeting. Bob Price had questions regarding the following items:

1. Overtime – Matt Litowkin said the overtime was due to an after-hours call.
2. Boilers – There were a couple of instances when boilers needed to be reset. One or two involved turning the boiler off and back on to complete work. The boilers are checked every two weeks.
3. Long Term Storage Lot – Bob asked if the angle of the entrance would be changed. Matt said this should be addressed in the spring. He will manage where vehicles are parked by the entrance.

### B. *Delinquency Report*

Gary Nicholds distributed a written report. Owner #4 is being turned over to the attorney. The total outstanding balance was about \$4,500. The Collection Policy is being followed.

## VIII. ARCHITECTURAL REVIEW COMMITTEE

There was no report.

## IX. OLD BUSINESS

### A. *4-Wheel ATV at End of Life*

Matt Litowkin said there is \$10,000 in the Reserve budget. He proposed replacement of the 2008 vehicle, which has an oil leak, with a new 2020 vehicle at a cost of \$8,799 plus title fee and tax. It should be possible to use the existing plow. It may be possible to sell the 2008 for \$1,000 - \$2,000. The turnaround time for the order will be about ten days

**Motion:** Mike Kurth moved to approve the purchase of 4-wheel ATV with a budget of \$10,000. Bob Price seconded and the motion carried.

### B. *Building Y Dumpster*

The Board agreed not to change the dumpster.

### C. *Dumpster Options with Easy Access (Sliding Doors)*

The Board agreed not to change the dumpster.

*D. Natural Gas Prices for Budget*

Bob Price said the rate can be locked at \$2.45/decatherm for November through April, or \$2.48/decatherm for December through April.

**Motion:** Bob Price moved to conclude the gas lock deal for November 2019 – April 2020 at \$2.45/decatherm. Mike Kurth seconded and the motion carried.

*E. Short Term Rental Policy*

Richard Garcia sent a draft to all Board members.

**Motion:** Richard Garcia moved to accept the Short Term Rental Policy, effective as of today. Mike Kurth seconded and the motion carried.

*F. Ice Build-Up at Building J*

**Action Item:** The Board will look at the area during the winter.

**X. NEW BUSINESS**

*A. Board Candidates*

This agenda item was addressed in Section III.

*B. Natural Gas Price for 2020*

This agenda item was addressed in Section IX.D.

**XI. SET NEXT MEETING DATE**

The next Board Meeting will be Monday, November 18, 2019 at 7:00 p.m. in the DVE Clubhouse.

**XII. ADJOURNMENT**

**Motion:** Richard Garcia moved to adjourn at 7:53 p.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Member Signature