

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF MANAGERS MEETING
November 18, 2019**

I. CALL TO ORDER

The meeting was called to order at 7:01 p.m. by Richard Garcia in the Dillon Valley East Clubhouse.

Board members present were Richard Garcia, Mike Kurth, Bob Price and Joyleen Helcoski. Nathan Willis, Carl Henry and Lisa Watkins participated via teleconference.

Owner Eileen O'Leary (N201) was a guest at the meeting.

Representing Basic Property Management were Gary Nicholds, Eric 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 October 21, 2019 Board Meeting minutes as presented. Mike Kurth seconded and the motion carried.

III. OWNER COMMENTS

There were no owner comments.

IV. TREASURER'S REPORT

A. 2019 Year-to-Date Operating Account Summary as of October 31, 2019

Mike Kurth reviewed highlights of the Balance Sheet and Income Statement.

1. YTD Revenue – \$7,759 favorable to budget.
2. YTD Expenses – \$26,678 favorable to budget.
3. Net Income - \$34,437 favorable to budget.
4. Net Reserve Income – \$6,677 favorable to budget.
5. Net Reserve Expenses – \$159,343 favorable to budget.

Total Operating Assets were \$429,708 and total Reserve Assets were \$1,500,862.

Motion: Bob Price moved to accept the Financial Report. Joyleen Helcoski seconded and the motion carried.

V. FINES AND HEARINGS

There were no fines or hearings.

VI. MANAGER'S REPORT

A. Manager's Report

Matt Litowkin distributed the report prior to the meeting. There was discussion about the following items:

1. Salvador had to return to Mexico due to a family matter. A candidate was interviewed and has accepted the position. The new candidate has an extensive construction background.
2. There was a maintenance service on the loader on October 11th. A hose split later in the month. It is impossible to predict when hoses will fail.
3. There was a water leak from a copper pipe in a boiler room that affected the bedroom flooring in a unit. Matt Litowkin is working with the owner on the repairs. He does not believe the repair costs will exceed the insurance deductible.
4. Matt Litowkin will put scoops in the salt buckets.

B. Delinquency Report

Gary Nicholds distributed a written report. The total outstanding balance was \$4,762. Owner #4 has been turned over to collections. The attorney advised that the owner should continue to be fined separately for any rules violations.

VII. ARCHITECTURAL REVIEW COMMITTEE

Richard Garcia said an owner installed a dish on his balcony in Building R. Bob Price said there was a car backed in to its parking space at his building. Matt Litowkin will follow up.

VIII. OLD BUSINESS

A. 4-Wheel ATV Purchase

Matt Litowkin reported that the new ATV was purchased about one week ago. He was able to reuse the plow mount from the old ATV. He sold the old ATV for \$1,000 and turned in the proceeds to the BPM office. The cost for the new ATV was \$9,400.

B. Short Term Rental Policy

The policy has been posted to the website and email notification was sent to all owners who have provided email addresses.

C. Trash

New signage was installed and has been effective in reducing the trash issue.

IX. NEW BUSINESS

A. Dues Increase for 2020

Mike Kurth reviewed the following highlights of the proposed 2020 Budget:

1. Total Income – the Operating dues have increased annually for the past three or four years and the Reserve contribution has decreased to avoid the need for a dues increase. That trend continues for this budget but it is likely a dues increase will be necessary in the future.

2. Total Expenses - \$41,200 increase.

Bob Price commented that Maintenance increased \$5,000, Natural Gas increased \$5,000, Legal Fees increased \$2,500 and Boilers increased \$4,000. He noted that there have been year-end surpluses for several past years. Last year, Operating expenses accounted for 77% of the budget and Reserve expenses were 23%. This year the split is 80% Operating and 20% Reserves. Next year, Reserve expenses account for 16.2% of the total budget. He felt the Reserve contribution should be budgeted based on expenditures and inflation for the following year. The Reserve Plan includes a 3% inflation factor. He projects there will be a \$100,000 favorable variance to budget next year.

Mike Kurth suggested obtaining a professional roof assessment, an opinion of when the replacement will need to start and the estimated costs. Gary Nicholds commented that there have not been any roof leaks. He spoke to a Denver contractor last week, who is willing to provide an estimate of the replacement cost. He believes they can perform an inspection at a nominal fee. The Board agreed that the appropriate contractor should be hired to inspect the roofs and provide cost estimates. The last roof replacement was done in phases.

Action Item: Gary Nicholds will search the files for information regarding the last roof replacement.

The Board agreed not to raise dues in the 2020 Budget.

Action Item: The Board will review the Reserve Plan and develop a presentation for the Annual Meeting.

Bob Price reviewed the projected Reserve costs for the last quarter.

X. SET NEXT MEETING DATE

The Board dinner will be December 16, 2019 at 6:00 p.m. at the Snake River Saloon. The next Board Meeting will be Monday, January 20, 2020 at 7:00 p.m. in the DVE Clubhouse.

XI. ADJOURNMENT

Motion: Lisa Watkins moved to adjourn at 7:42 p.m.

Approved By: _____ Date: _____
Board Member Signature