

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
ANNUAL MEETING
September 19, 2020**

I. ROLL CALL AND CERTIFICATION OF PROXIES

The meeting was called to order at 10:12 a.m. by Richard Garcia in via videoconference.

Board members participating were:

Richard Garcia, President, T106

Mike Kurth, Treasurer, C101/S105

Nathan Willis, Member, F204

Lisa Watkins, Vice President, T305

Bob Price, Member, G305

Joyleen Helcoski, Member, B106

Homeowners participating were:

Kyle Souhrada, B305

Sheila & Kenneth Kleinman, H201

Patricia & Russell Young, Q101

Martha & John Pirnat, X301

Rebecca Pechinski, C204

Patrick Fogarty, N206/Z105

Robert Walsh, W201

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Matt Litowkin. Lindsay Smith, Partner of Winzenburg, Leff, Purvis & Payne was a guest speaker at the meeting. Margot Mayer of Summit Management Resources was recording secretary.

II. DETERMINATION OF QUORUM

With units participating on the call and proxies received, a quorum was confirmed.

III. PROOF OF NOTICE

Notice of the meeting was sent in accordance with the Bylaws.

IV. APPROVE PREVIOUS MEETING MINUTES

Motion: Joyleen Helcoski moved to approve the September 21, 2019 Annual Meeting minutes as presented. Bob Price seconded and the motion carried.

V. DECLARATION AND BYLAW UPDATE

Lindsay Smith introduced herself and indicated that her area of expertise is advising HOA's and includes updating Homeowner Association governing documents.

The Dillon Valley East Declarations were drafted in 1971 and are outdated. Colorado laws have changed and the governing documents should be updated for compliance with current legal statutes. Examples of specific recommended changes: (1) DVE's First Right of Refusal for unit sales; (2) insurance coverage for damages to units; (3) consideration for adoption of a bare walls insurance policy; (4) meeting notices. Lindsey will work with the Board to tailor changes to Association needs. A draft will be created with changes highlighted for review by the membership. There will be at least two mailings and one meeting.

Approval of the new documents will require approval by at least 60% of the membership however there is an alternative to obtain approval through the legal system if this threshold cannot be reached.

Owner questions and comments were addressed as follows:

1. What is the cost to revise the documents? Lindsay Smith charges a fixed fee of \$10,000. There may be additional costs to obtain copies of deeds and trusts, which will be billed at cost.
2. How much does homeowners insurance cost? Basic Property Management does not have the cost for individual homeowner insurance.
3. Comment on the Associations deductible: The current Association insurance deductible increased from \$5,000 last year to \$10,000 this year and could potentially go as high as \$40,000. Changing to a bare walls policy would reduce the deductible.

VI. REPORTS OF OFFICERS

A. Board Member Introductions

The Board members introduced themselves and presented biographical information. Board member Carl Henry was not present. His term expired and he was not running for re-election. Nate Willis announced that his unit is for sale. The current Board members and term expirations are: Richard Garcia – President (2020), Lisa Watkins – Vice President (2021), Mike Kurth – Treasurer (2022), Bob Price – Director (2020), Carl Henry – Director (2020), Nate Willis – Director (2021) and Joy Helcoski – Director (2022).

B. Short-Term Rentals in Summit County

Richard Garcia noted that Summit County has implemented Short-Term Rental Regulations. The regulations require owners who rent to obtain a license and to have a designated responsible agent who has access and authority to assume management of the unit and can respond to issues 24/7. He emphasized that Basic Property Management is not a short-term rental agent.

For information about short-term rentals, owners can call 970-668-4185 or search the internet for “summit county co str”.

C. Recognition

Kari Rutan was recognized for supporting the Association and Property Management team by resolving concerns and providing education about Xfinity’s services. The Board is looking at renewing the contact with Xfinity. Richard Garcia will send information about Xfinity to the membership.

D. Architectural Control Committee Report

There was no report given.

E. Real Estate Report

Lisa Watkins provided the Real Estate report. There is one active listing and three pending sales. One studio sold within the last year and the average days on the market

was 43. Additional sales included sixteen one-bedroom units, seven two-bedroom units and two three-bedroom units. Prices are being driven by high demand and low inventory.

VII. TREASURER'S REPORT

Mike Kurth stated that any surplus from the Operating account can be used to either offset future expenditures in the 2021 Budget or refunded to the membership.

Motion: Mike Kurth moved to transfer any 2020 Operating Budget surplus to the 2021 Operating Budget. Lisa Watkins seconded and the motion carried.

The last dues increase was 11 years ago. Water costs have increased from \$212,000 in 2010 to \$421,000 in 2021. In the past, this cost was absorbed in the Operating Budget. For the 2021 budget, the Board feels a 3 - 5% dues increase may be prudent. Owners will receive notification in November.

A major upcoming capital expenditure is roof replacement for all 28 buildings over the next several years. The Board will explore options for metal and asphalt shingle materials.

Owner questions and comments were addressed as follows:

1. A recommendation was made to explore solar panels. The Board acknowledged the request and asked owners to share their insights with the Board.
2. An owner commented that many toilets are running and faucets are leaking, resulting in higher water usage. He asked if units have been inspected. Richard Garcia said it could be explored.
3. An owner recommended researching if it is feasible to install solar panels for heating water. The Board will take this under consideration.

VIII. MANAGEMENT COMPANY REPORT

A. *Manager's Report*

Matt Litowkin provided a slide show of completed projects. He thanked the staff for their work at the property.

1. Painted the exterior of Buildings A, Y, Z and AA and did some minimal siding replacement. The dumpster sheds for these buildings were also painted.
2. Painted railings above the boiler rooms in Buildings Y, Z, AA and BB.
3. New carpet was installed in the hallways, entries and stairs for 16 stacks.
4. Two new fences were installed on the south side of the long-term parking lot.
5. Snow removal. The first snowfall of this season was on September 9th.
6. Clubhouse front office
7. Mowing/weed trimmings lawns.
8. Irrigation work.
9. Vacuuming all entry, hallways and stairs once a week.
10. Pool and hot tub maintenance daily,
11. Clubhouse/restrooms cleaning daily.
12. Painting of hallways, entry and stairs.
13. Routine boiler/security checks.

14. Cleaning property of trash, routine daily dumpster checks.
15. Trimming and upkeep of all bushes and trees.
16. Repair of all water leaks.

B. Long Term Parking Lot Renewal

Email communication was sent to the membership about renewing the long-term parking lot agreements by October 1, 2020.

IX. ELECTION OF MANAGERS

The terms of Richard Garcia, Bob Price and Carl Henry expired. Richard Garcia, Bob Price and Holly Holden have accepted nominations for three-year terms. Nominations had to be submitted prior to the Annual Meeting.

Motion: A motion was made to elect Richard Garcia, Bob Price and Holly Holden to the Board by acclamation. Mike Kurth seconded and the motion carried.

If a Board member resigns or sells their unit prior to the end of their term, the Board will appoint a replacement. Owners interested serving on the Board should contact Richard Garcia at Richard@dillonvalley.org.

X. OLD BUSINESS

There was no Old Business.

XI. NEW BUSINESS

Owner questions and comments submitted in writing addressed the following topics:

1. Gutters – The gutters are non-functional, overflow and are damaged by snow and ice. In addition, they cause dangerous ice build-up. Basic Property Management will look into this situation.
2. Hallways – Common hallways are tired and dated and wildlife art should be added. The Board will take the request under consideration.
3. Road Repairs - Straight Creek Drive is in poor condition and needs to be repaired. Owners should contact the County Road and Bridge Department for information about future maintenance plans.
4. Board Recognition – The Board was thanked for their hard work.
5. Decks – Only two items may be stored on decks. It seems that many owners violate the policy.
6. Expired Plates – There are several cars with expired license plates.
7. Violations - Any violations should be reported to Basic Property Management.

XII. SET NEXT MEETING DATE

The next Annual Meeting was set for Saturday, September 18, 2021.

XIII. ADJOURNMENT

Motion: Bob Price moved to adjourn at 11:06 a.m. Lisa Watkins seconded and the motion carried.

Approved By: _____
Board Member Signature

Date: _____