

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 18, 2021**

I. CALL TO ORDER

The meeting was called to order at 5:34 p.m. by Richard Garcia via videoconference.

Board members present were Richard Garcia, Lisa Watkins, Holly Holden, Joyleen Helcoski, Mike Kurth and Bob Price.

Owners Hillary Papp, F201/Z201/AA101, Willie Hoevers, J206 and Chris Howe, J203 were guests 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: Holly Holden moved to approve the November 16, 2020 and December 14, 2020 Board Meeting minutes as presented. Bob Price seconded and the motion carried.

III. OWNER COMMENTS

Hillary Papp thanked Matt Litowkin for doing a great job of clearing snow and being present at the property. There are some parking issues with units having more than two vehicles and people on the lower level parking on the west instead of east side. She suggested stricter enforcement and issuing new parking passes. She counted about 20 units with items outside such as coolers, bikes, tires, hanging storage units, tarps, ladders and garbage. She requested that these areas be cleaned up. She recommended posting the rules about storage of items and parking to ensure renters are aware.

Chris Howe stated that he suffers from PTSD resulting from childhood trauma. He has flashbacks that are triggered by slamming doors. He requested “reasonable accommodation” in terms of signage indicating that there is someone living in the building with PTSD. Richard Garcia asked him to provide the sign dimensions and wording and noted that he will be responsible for the cost of the signs. Richard noted that if there is another complaint from a neighbor, he and his unit owner will be fined.

IV. TREASURER’S REPORT

Mike Kurth reviewed the financial report as of December 31, 2020.

1. Operating Cash – \$471,429
2. Reserve Cash - \$182,1035
3. Total Revenue – \$2,386 favorable to budget.
4. Total Expenses – \$44,128 favorable to budget. The only significant overage was in the Water line item, which was \$14,260 unfavorable to budget. Legal Fees were over budget due to rewriting some of the governing documents.
5. Net Income - \$46,152.
6. Reserve Revenue - \$15,635 favorable to budget due to interest from the CD investments.

7. Reserve Expenses - \$164,123 favorable to budget due to postponement of some projects until 2021.

Motion: Bob Price moved to approve the financial report. Lisa Watkins seconded and the motion carried.

V. FINES AND HEARINGS

There were no fines or hearings in December.

VI. MANAGER'S REPORT

A. *Manager's Report*

Matt Litowkin distributed the report prior to the meeting. Bob Price suggested keeping a second expansion tank in inventory. Matt said the expansion tanks cost about \$300 and the heat exchangers are \$1,200. These are the two main items that have been failing.

Action Item: Matt Litowkin will provide a cost estimate for increasing the inventory of heat exchangers and expansion tanks.

B. *Delinquency Report*

Gary Nicholds reported that there were eight owners on the list. Two are in collections and two were sent letters. The total past due balance was \$8,958, up about \$1,100 from the previous month.

VII. ARCHITECTURAL REVIEW COMMITTEE

Richard Garcia did not have anything to report.

VIII. OLD BUSINESS

A. *Clubhouse*

The Clubhouse remains open with limited access. The maximum occupancy is 10 people. The hot tub remains closed.

B. *Rewrite the Declarations and Bylaws*

Action Item: Gary Nicholds will follow up with the attorney.

C. *Staff Bonuses*

The Board discussed bonuses at the last meeting but there was not a quorum so no decision could be made.

Motion: Bob Price moved to allocate \$5,000 for employee bonuses. Mike Kurth seconded and the motion carried.

D. *Management Contract*

Bob Price thanked Gary Nicholds and the BPM staff for their work at the property and for holding the rate in the new management contract.

IX. NEW BUSINESS

A. *Resident Issue in Building J*

This agenda item was discussed earlier during the meeting.

B. *Board Candidate*

Willie Hoevers volunteered to serve on the Board back in September, just after the cutoff date for submitting self-nominations. He provided biographical information.

C. *Recycling*

There is a bin for recycling by the Clubhouse. Lisa Watkins spoke to Timberline about the process for disposal when there is trash mixed into the recycling. If there is excessive contamination, the entire bin is dumped as regular trash and the property owner is called. Glass recycling is available at a cost of \$20/month.

X. EXECUTIVE SESSION

Willie Hoevers was excused from the meeting at 6:31 p.m. and the Board convened Executive Session to discuss Board member appointment. The Board reconvened Regular Session at 6:33 p.m.

Willie Hoevers was appointed to the Board with a term expiring September 2021.

XI. SET NEXT MEETING DATE

The next Board Meeting will be held on Monday, February 15, 2021 at 5:30 p.m.

XII. ADJOURNMENT

Motion: Richard Garcia moved to adjourn at 6:45 p.m.

Approved By: _____ Date: _____
Board Member Signature