

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 15, 2021**

**I. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. by Richard Garcia via videoconference.

Board members participating were Richard Garcia, Lisa Watkins, Joyleen Helcoski, Mike Kurth, Willie Hoervers and Bob Price. Holly Holden joined at 5:48 p.m.

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 January 18, 2021 Board Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

**III. TREASURER'S REPORT**

Mike Kurth reviewed the financial report as of January 31, 2021.

1. Total Revenue – \$68 unfavorable to budget.
2. Total Expenses – \$13,794 favorable to budget.
3. Reserve Revenue - \$2,800 favorable to budget.
4. Reserve Expenses - \$5,434 favorable to budget

**Motion:** Willie Hoervers moved to approve the financial report. Joyleen Helcoski seconded and the motion carried.

**IV. FINES AND HEARINGS**

Matt Litowkin said there is one ongoing fine for a unit in Building J.

**V. MANAGER'S REPORT**

*A. Manager's Report*

Matt Litowkin distributed the report prior to the meeting. Bob Price asked about the following items:

1. Spare Heat Exchanger – Matt Litowkin obtained pricing for a heat exchanger and an expansion tank. He would like to purchase three expansion tanks and two heat exchangers for inventory.

**Motion:** Bob Price moved to approve the purchase of three expansion tanks and two heat exchangers. Mike Kurth seconded and the motion carried.

2. Office Door Lock – The lock was replaced. It had been broken for quite some time due to wear and tear.

B. *Delinquency Report*

Gary Nicholds reported that the total past due balance was up about \$300 from the previous month. Two owners have been turned over to the attorney, two more will be turned over if they do not pay this week and three have been sent notices.

**Action Item:** Gary Nicholds will ask Patti Vande Zande to send the January delinquency report to Bob Price.

VI. **ARCHITECTURAL REVIEW COMMITTEE**

Richard Garcia said U301 has submitted a request for a unit modification. The owners will submit the plans and hire a contractor to do the construction.

VII. **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*

The HOA attorney, Lindsay Smith, apologized for the delay, which is due to short staffing at her office. Bob Price would like an understanding of how the information will be presented to the owners. Richard Garcia and Gary Nicholds will draft a presentation to the owners for review in June by the board. Board members can send comments and suggestions to Gary Nicholds and Richard Garcia.

There was discussion about the following items:

1. Service Animals - Gary Nicholds recommended putting language in the Rules and Regulations rather than in the Declarations.
2. Section 4.14 Antennae – The language specifies that owners cannot affix antennae to common elements without approval but does not mention limited common elements (i.e. decks). Gary Nicholds clarified that nothing can be affixed to the exterior of the buildings without approval.
3. Section 10.1.1 Property Insurance – The building values should be updated regularly to ensure adequate coverage. Gary Nicholds said the insurance provider usually considers the complex as a whole rather than by individual building. The property value could be updated by hiring an independent appraiser. Bob Price noted that is not how the legal document reads and he wants to understand how the insurance value is being calculated.
4. Article 18 VRBO – Bob Price interpreted this section to prohibit the use of VRBO and other such services for short-term rental. Joyleen Helcoski did not believe this was specified in the Declarations and noted that the attorney did not recommend adding this type of language because it could prevent approval by the membership. Mike Kurth thought this article addressed timeshares, not short term rentals.

**Action Item:** Gary Nicholds will address the questions raised with Lindsay Smith.

- C. *Resident in Building J Causing Problems for Neighbors*  
The Board discussed the situation related to this unit.

**VIII. NEW BUSINESS**

- A. *Spring Property Tour*  
Richard Garcia proposed scheduled a tour in the spring with available Board members and Matt Litowkin to create a project list.
- B. *Community Garden*  
The owner who has heading up the community garden is selling his unit. Matt Litowkin believes Lisa Watkins might be willing to take over this initiative.
- C. *Projects*  
**Action Item:** Matt Litowkin will draft a list of anticipated projects, costs, and note if the cost is an estimate or actual bid.
- D. *Contracts*  
**Action Item:** Gary Nicholds will draft a list of contracts with expiration or renewal dates for review at the next meeting.

**IX. SET NEXT MEETING DATE**

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

**X. ADJOURNMENT**

**Motion:** Mike Kurth moved to adjourn at 6:18 p.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member Signature