

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
May 17, 2021**

I. CALL TO ORDER

The meeting was called to order at 5:32 p.m. by Richard Garcia via videoconference.

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

Representing Basic Property Management (BPM) were Gary Nicholds and Matt Litowkin. Kate Willis of Summit Management Resources transcribed the minutes from recording.

II. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Mike Kurth moved to approve the April 27, 2021 Board Meeting minutes as presented. Willie Hoervers seconded and the motion carried.

III. TREASURER'S REPORT

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

1. Operating Cash - \$737,411
2. Reserve Cash - \$1,671,049
3. Total Revenue – \$2,133 unfavorable to budget due to lower Laundry income.
4. Total Expenses – \$27,335 favorable to budget.
5. Reserve Revenue - \$2,339 favorable to budget.
6. Reserve Expenses - \$62,012 favorable to budget

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

IV. FINES AND HEARINGS

Matt Litowkin reported that there were no fines or hearings.

V. MANAGER'S REPORT

A. Manager's Report

Matt Litowkin distributed the report prior to the meeting. The following items were discussed:

1. Boiler Repair – Some maintenance and repairs to the boiler system were completed. The routine state boiler inspection yielded one minor note among the 50 boilers. Matt Litowkin thanked his team for their efforts in maintaining the boilers.
2. Trash – There was general discussion of the high volume of trash management has been picking up.
Action Item: Holly Holden would like to look into the trash situation after winter.
3. Pipes and Sheetrock Repairs – Richard Garcia highlighted the leaks in the interior water pipes and the repairs to pipes and sheetrock.

4. Siding Assessment – Bob Price asked for an update on the siding assessment. Matt Litowkin reported all siding was in good shape for the painting project.
5. Swimming Pool Incident – Bob Price asked about the swimming pool incident. It was a one-off occasion involving a child who did not feel well and the situation was taken care of.

B. Delinquency Report

Gary Nicholds reviewed the status of the delinquencies. Owner #1 is in collections and represents much of the outstanding balance. Payments were received from most of the other owners on the list. Owner #1 is selling the unit and the Association will receive funds from the closing.

The current moratorium on evictions is ending. Richard Garcia was going to propose an extension until the end of June but, with since there are no pending evictions, it was not necessary.

VI. ARCHITECTURAL REVIEW COMMITTEE

Richard Garcia did not have anything to report.

VII. OLD BUSINESS

A. Clubhouse/Hot Tub

There was general discussion of opening the Clubhouse and hot tub with no capacity limit or mask mandate. It was agreed to return policies to normal with a reminder for owners to use caution

Action Item: Richard Garcia will announce the reopening with a note include a cautionary reminder. The website will also be updated with a reminder to bring clubhouse card for admittance to Clubhouse.

B. Rewrite the Declarations and Bylaws

The Board is working to schedule a meeting with attorney Lindsay Smith.

C. Change Rules to Allow Two Pets Per Unit

There was discussion about updating the Pet Policy to allow two pets per unit and to allow renters to have pets. Board member opinions varied regarding the number of pets, discrimination concerns and the legalities already put forth in the Bylaws.

Motion: Holly Holden moved to update the Pet Policy as discussed. Joy Helcoski seconded but the motion did not carry. The Board will review the current policy with the attorney.

D. On-Site Vehicle Incident

Management is waiting for parts and will schedule the installation once received.

E. Contract Tracking

Bob Price asked for a report covering all contracts before the next meeting.

Action Item: BPM will compile a report.

F. *Summer Projects*

Bob Price asked about Reserve expenditures and the summer projects. Matt Litowkin outlined the top three projects. There is a signed contract for painting the siding and it is being scheduled. A proposal is being drafted for the parking lot repairs, including possible resurfacing for the X Building lot. The carpet project is two-thirds paid and the remainder will be paid at completion.

G. *Truck Order*

The truck order cannot be placed until almost June. Matt Litowkin would like to get it done in time for winter.

H. *U301 Closet Request*

The closet has not been added and management will continue to monitor the situation.

VIII. NEW BUSINESS

A. *Property Tour*

The property tour was scheduled for Thursday, June 10th at 4:00 p.m. Board members will meet at the Clubhouse.

B. *Playground*

Willie Hoervers and Matt Litowkin have been assessing needs and cost and will continue to research options. The project will likely take place next year.

C. *Non-Refundable Reserve Working Capital*

Bob Price reviewed his presentation. General discussion followed regarding legalities, current financial stability and the liability of handling refunds.

Action Item: Bob Price will send out his presentation for further consideration at the next meeting.

IX. SET NEXT MEETING DATE

The next Board Meeting will be held on Monday, June 21, 2021 at 7:00 p.m. at the Clubhouse.

X. ADJOURNMENT

Motion: Willie Hoervers moved to adjourn at 6:43 p.m.

Approved By: _____ Date: _____
Board Member Signature