

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
ANNUAL MEETING  
September 18, 2021**

**I. ROLL CALL AND CERTIFICATION OF PROXIES**

The meeting was called to order at 10:02 a.m. by Richard Garcia in the Dillon Valley East Clubhouse and via videoconference.

Board members participating (\*via videoconference) were:

Richard Garcia, President, T106	Lisa Watkins, Vice President, T305
Mike Kurth, Treasurer, C101/S105	Joyleen Helcoski, Secretary, B106*
Bob Price, Member, G305	Willie Hoevers, Member, J206

Homeowners participating (\*via videoconference) were:

Thomas Petry-Saunders, A104	Katherine Peterson, A203*
Deborah Hage, A206/BB203/N305/Q205/Z104	Clark & Courtney Smith, A306
Russell & Patricia Young, AA301/Q101	Sue Ann Vollmar, B102
Joseph & Nancy Bain, B103	Kyle Souhrada, B305*
Rachel Strautins, C102*	Rebecca Pechinski, C204*
David Bittner, D302*	Mark Coyne, E105
Matthew Hage, F303	Vaughn McDaniel, H103*
Tammy Ramsay, G101/N105/P303/Z304*	Sheila Kleinman, H201*
Susan & Jerome Kalamen, I105	Stephanie Horvath, J101
Caesar Munoz, J102*	Jerry Schaefer, O103*
Elaine Garcia, T106	Don & Lorraine Dickman, U301
Gordon Corn, W204*???	Shari Gerson, W302*
Chris Heer, X204	John Pirnat, X301*
Nicholas & Jessica Hall, X303*	

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

**II. DETERMINATION OF QUORUM**

With units represented in person and proxies received a quorum was confirmed.

**III. PROOF OF NOTICE**

Notice of the meeting was sent 30 days prior to the meeting in accordance with the Bylaws.

**IV. APPROVE PREVIOUS MEETING MINUTES**

**Motion:** Willie Hoevers moved to approve the September 19, 2020 Annual Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

**V. DECLARATIONS AND BYLAWS**

Lindsay Smith said the governing documents will be revised to remove references to the Declarant, to update obsolete language and for compliance with CCIOA and new state laws.

The revised documents will be sent to all owners for review and a Town Hall meeting will be scheduled. Approval of the Declarations amendments will require a 60% affirmative vote but the threshold for the Bylaws is lower. One ballot will be sent out that includes both votes.

## VI. REPORTS OF OFFICERS

### A. *Board Member Introductions*

The Board members introduced themselves and presented biographical information. The current Board members are Richard Garcia – President, Lisa Watkins – Vice President, Mike Kurth – Treasurer, Joy Helcoski – Secretary, Bob Price – Director, Willie Hoevers – Director and Holly Holden – Director.

### B. *Treasurer's Report*

As of December 31, 2020, there was \$471,429 in the Operating account and \$1.847 million in the Reserve account. Operating Income was \$1.582 million, which was \$2,870 favorable to budget and Operating Expenses were \$1.535 million, which was \$45,000 favorable to budget. The year-end surplus was \$47,000.

**Motion:** Mike Kurth moved to authorize transfer of surplus money from the 2020 Operating Budget to the 2021 Operating Budget. Chris Heer seconded and the motion carried.

Mike Kurth said it has not been determined if there will be a need for a budget increase for 2021/2022. Richard Garcia noted that there has not been dues increase in 12 years.

## VII. REPORTS OF COMMITTEES

### A. *Architectural Control Committee Report*

There was no report given.

## VIII. MANAGEMENT COMPANY REPORT

Gary Nicholds recognized Matt Litowkin for his work at the property and reviewed the BPM staff information.

### A. *Manager's Report*

Matt Litowkin provided a slide show of completed projects. He thanked the on-site and office staff for their work at the property.

1. Painted the exterior of Buildings S, T, U, V and W and the dumpster sheds for these buildings.
2. Painted the railings above the boiler rooms in Buildings S, T, U, V and W.
3. New carpet was installed in the hallways, entries and stairs for 16 stacks.
4. Seal coated and striped the lines in the Clubhouse parking lot and repaired parking lot potholes in lots A, P, T and V. Work remaining to be done includes fixing and patching the asphalt behind the Clubhouse, an overlay and widening of the Building X lot and crack sealing all lots and the bike path.
5. Snow removal was done as needed.
6. The lawns are being mowed and trimmed as needed.
7. The irrigation system was repaired as needed.

8. All entry, hallways and stairs are being vacuumed once per week.
9. Pool and hot tub maintenance are done daily,
10. Clubhouse and the restrooms are cleaned daily.
11. The hallways, entry and stairs were painted.
12. Routine boiler/security checks are ongoing.
13. Cleaning up trash and dumpster checks are being done daily.
14. The bushes and trees are being trimmed.
15. Water leaks are repaired as needed.

*B. Long Term Parking Lot Renewal*

An email communication was sent to the membership about renewing the long-term parking lot agreements by October 1, 2021.

*C. Bike Notice*

Excessive bikes are being cleaned up from the sides of the buildings. Unwanted bikes should be brought to the Maintenance garage for recycling. In two weeks, locks on remaining abandoned bikes will be cut and the bikes will be removed and stored for two weeks behind the Maintenance garage before they are recycled or donated.

Several owners recognized the Maintenance team for doing a great job.

**IX. ELECTION OF MANAGERS**

The terms of Willie Hoervers and Lisa Watkins expired. Both incumbents have accepted nominations for three-year terms. Nominations must be submitted prior to the Annual Meeting and no other nominations were received.

**Motion:** Chris Heer moved to re-elect Willie Hoervers and Lisa Watkins to the Board by acclamation. Sue Ann Vollmar seconded and the motion carried.

**X. UNFINISHED BUSINESS**

There was no unfinished business.

**XI. NEW BUSINESS**

Owner questions and comments addressed the following topics:

1. Ice accumulates at Building B from the gutter downspout. The downspout drainage should be redirected. Matt Litowkin will follow up.
2. There was a suggestion to add water shutoffs for each unit. Owners can hire a plumber to add the shutoffs at their own expense.
3. Information regarding the schedule for snow removal is posted on the back of each entry door. Owners are asked to move their cars when there is 4" or more of snowfall.
4. There was a suggestion to establish a library at DVE of donated books. The Board will add this topic to a future agenda.
5. There are many patios that have an excessive accumulation of toys that is unsightly. Owners were encouraged to review the rules as these items can be removed by the Association.
6. Items should not be stored in the hallways. They present a fire hazard and impede access.

7. There have been problems with the laundry equipment not working and multiple machines being used by one individual.
8. There was discussion about recycling. Owners were encouraged to recycle at the facility by the Silverthorne Outlet stores. Matt Litowkin will check the signage on the bin by the Maintenance garage to ensure it is accurate regarding allowed materials.
9. There was a question about the bus route. The buses cannot come up the street because there is no place to turn around.
10. Owners may post their unit number on their back doors to facilitate deliveries.
11. There was request for more advance notice of the Annual Meeting date. The packet was sent out about 30 days prior to the meeting and a reminder is usually sent about two weeks prior but there have been some issues with delivery by the Dillon Post Office. Owners were reminded to notify BPM at [kerry@basicproperty.com](mailto:kerry@basicproperty.com) of mailing and email address changes.
12. There was a comment about the parking lot at Building W being full most of the time and vehicles not displaying parking passes. Owners were encouraged to report these incidents to Matt Litowkin.
13. The County is considering a limit on short-term rental licenses. Owners can find current information in the Summit Daily News.

**XII. SET NEXT MEETING DATE**

The next Annual Meeting was set for Saturday, September 17, 2022.

**XIII. ADJOURNMENT**

**Motion:** Richard Garcia moved to adjourn at 11:20 a.m.

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_