

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 17, 2022**

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, Bob Price, Joyleen Helcoski, Willie Hoevers and Holly Holden.

Owner Tibor Horvath and attorney Lindsay Smith were guests at the meeting.

Representing Basic Property Management (BPM) 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 December 13, 2021 Board Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

Motion: Bob Price moved to approve the November 15, 2021 Board Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

III. TREASURER'S REPORT

Bob Price reviewed highlights of the financials through December 31, 2021:

1. Total Operating Expenses - \$13,506 favorable to budget.
2. Total Reserve Expenses- \$139,799 favorable to budget. He noted that the expense for the new truck was not reflected.

Significant variances included:

1. Income – Washer/Dryer income was \$2,859 unfavorable to budget and Storage Lot was \$2,610 unfavorable to budget.
2. Expenses – There were overages in Natural Gas (\$23,036) and Trash (\$5,126) and savings in Damage Claims (\$6,000).

The Balance Sheet reflected \$2.5 million in cash, including \$847,900 in Operating and \$1.65 million in Reserves.

Total delinquencies were \$17,000 for 12 owners in May 2020 and there was about \$10,000 outstanding for eight owners at the end of 2021.

The Board ratified the 2022 Operating Budget with a 5.5% increase to total expenses, mainly due to energy cost escalation and inflation. The Reserve Budget increased 52.9%, due in part to timing of projects. The dues were increased 6.0%.

2022 Reserve Projects total \$382,800 and will be reviewed at the February meeting.

Motion: Lisa Watkins moved to approve the financial report. Willie Hoervers seconded and the motion carried.

IV. FINES AND HEARINGS

There was one \$50 fine for N102 for after-hours noise.

V. MANAGER'S REPORT

A. *Manager's Report*

Matt Litowkin distributed the report prior to the meeting. There were no questions.

B. *Delinquency Report*

Gary Nicholds reported there was a total delinquent balance of about \$9,856. Three owners have been sent statements, one has been turned over to collections, two are current and two have sold. It was noted that the balance on his report did not match the report sent out by Patti Vande Zande.

Action Item: Gary Nicholds will follow up with Patti Vande Zande regarding the discrepancy.

Holly Holden said some owners mentioned to her that it does not appear their dues are being properly credited. They also had a question about accounting fraud.

Action Item: Gary Nicholds will follow up with the owners on these matters.

VI. ARCHITECTURAL REVIEW COMMITTEE

Richard Garcia did not have a report.

VII. OLD BUSINESS

A. *Declarations & Bylaws Voting*

Lindsay Smith said the Declaration did not pass. It was approved by 46% but approval by 60% was required. The Bylaws did pass. The next step will be to petition the District Court to approve the Declaration. She will draft a petition that outlines the process that has been followed, file it with the Court and a hearing will be set within 45 – 60 days of the filing date. Within ten days, notice of the hearing and a copy of the petition will be sent to all owners. She will ask the Court to hold the hearing online to encourage participation. Unless 33% of the owners/lenders object at the hearing, the Judge will approve the Declaration and issue an order, which will need to be signed by the Board President and be recorded. The cost for recording will be less than \$300. The costs for the mailing will be \$638 for copies and \$914 for postage.

Note: The cost of the reproduction and mailing of ballots in December was: \$767.0 for copies and \$670.64 for postage.

Motion: Willie Hoervers moved to proceed with the petition of the District Court for approval of the Declarations. Lisa Watkins seconded and the motion carried.

B. *Visa Card Winners*

Bob Price has a list of all owners who voted. The Board approved five \$100 Visa gift cards. There is an option to hire an online firm to conduct a random drawing or to have a third party draw a name out of a hat. The winners should be selected within the next two weeks.

Action Item: Joyleen Helcoski will conduct further research.

C. *Water Leak Excavation*

The leak detection identified the specific location. The excavation was about 10' deep. The broken section of pipe was cut out and replaced.

VIII. NEW BUSINESS

A. *Appreciation to DVE Support Staff & Field*

The Board agreed to issue bonuses in the amounts comparable to the previous year (approximately \$10,000 - \$12,000 total). Bob Price indicated he would be fine with \$13,000.

Action Item: Matt Litowkin and Gary Nicholds will review what was paid last year and present a proposal for Board approval.

B. *New Truck*

Matt Litowkin reported that Stevenson is still waiting for parts.

Action Item: Bob Price will contact the Elway dealership about truck availability.

C. *Two Hot Water Tanks Ordered*

There are two hot water tanks, three expansion tanks and two heat exchangers in inventory.

D. *Playground*

There is \$60,000 budgeted in 2022 for the playground. This topic will be included on the February agenda.

IX. SET NEXT MEETING DATE

The next Board Meeting will be held on Monday, February 21, 2022 at 5:30 p.m. via Webex.

X. ADJOURNMENT

Motion: Lisa Watkins moved to adjourn at 6:33 p.m. Willie Hoevers seconded and the motion carried.

Approved By: _____ Date: _____
Board Member Signature