

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**April 18, 2022**

**I. CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Richard Garcia in the Basic Property Management conference room and via videoconference\*.

Board members participating were Richard Garcia, Bob Price\*, Joyleen Helcoski\*, Willie Hoevers and Lisa Watkins. Holly Holden joined at 6:19 p.m.

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:** Willie Hoevers moved to approve the March 21, 2022 Board Meeting minutes as presented. Lisa Watkins seconded and the motion carried.

**III. OWNER COMMENTS**

There were no owner comments.

**IV. TREASURER'S REPORT**

Bob Price reported that the annual inflation rate is currently 8.5%. The Association was \$7,891 unfavorable to budget for the month of March and \$18,918 unfavorable to budget year-to-date. Bob reviewed the significant variances:

1. Utilities – \$7,668 unfavorable to budget due to an overage in Gas. Bob noted that the overage may be partly the result of how the budget is allocated each month. The gas contract is \$5/MMbtu and the price is approaching \$7.50/MMbtu.
2. Washer/Dryer Income - \$1,000 unfavorable to budget.
3. Damage - \$1,600 unfavorable to budget. The owner of the affected unit will be billed for the drain clearing.
4. Telephone - \$407 unfavorable to budget due to a double entry that will be corrected.

The Balance Sheet reflected \$2.55 million in cash, including \$837,000 in Operating and \$1.71 million in Reserves.

Reserve expenses totaled \$28,457, with \$18,912 for hallway carpet replacement, \$7,764 for boilers/water tanks and \$1,166 for sewer/water lines. Matt Litowkin said he had to change out three hot water tanks (all from 2010) in the past few months.

**Action Item:** Matt Litowkin will inventory all hot water heaters to determine their age and request pricing for replacements.

**Motion:** Holly Holden moved to approve the financial report. Willie Hoevers seconded and the motion carried.

**V. FINES AND HEARINGS**

There were no fines or hearings.

## **VI. MANAGER'S REPORT**

*A. Manager's Report*

Matt Litowkin distributed his report prior to the meeting and there were no questions.

*B. Delinquency Report*

The latest report indicated delinquencies were down to seven units and \$5,782 has been received. Two owners with a total balance of \$3,439 have been sent to collection.

## **VII. ARCHITECTURAL REVIEW COMMITTEE**

Richard Garcia received an owner request to extend the bench outside their unit and add a cupboard. The request was denied as it would impact fire egress.

## **VIII. OLD BUSINESS**

*A. Declarations & Bylaws Voting*

The court date is scheduled in June.

*B. New Truck*

The truck is in Denver. The price for the plow has changed since last June and Matt Litowkin is waiting for an updated estimate. The new plow will be 8' and have articulated wings on the side. The old truck will be sold once the new truck is on site.

*C. Playground*

Discussion of this agenda item was tabled.

*D. Carpet Bids*

This agenda item was discussed during the Financial Report.

*E. Radon Mitigation*

Unit N101 recently sold and tested high for radon. The new owner is installing a mitigation system. The Association attorney drafted a document clarifying that the owner will be responsible for all costs for the system, which the owner signed. The mitigation company has started the work.

*F. House Bill 22-1137*

Gary Nicholds emailed the attorney but has not received a response.

## **IX. NEW BUSINESS**

*A. Clubhouse Use*

Matt Litowkin said during the past month there have been incidents involving owners renting out the conference room in the Clubhouse during the week, mainly for children's birthday parties. The noise causes challenges for the staff working in their offices in the building. Matt suggested increasing the usage fee.

**Action Item:** Matt Litowkin will forward the form to request use to all Board members for review.

*B. Security Issues*

Willie Hoevers was contacted by the Sheriff about his security cameras, which are directed at the parking lot and Clubhouse, after a report of a broken car window. He checked the recording and the glass appears to have been blown out from the inside. There was no evidence of vandalism.

**X. SET NEXT MEETING DATE**

The next Board Meeting will be held on Monday, May 16, 2022 at 5:30 p.m. at the BPM Office and via Zoom.

**XI. ADJOURNMENT**

**Motion:** Lisa Watkins moved to adjourn at 6:40 p.m. Willie Hoevers seconded and the motion carried.

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