

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

**I. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. in the Basic Property Management conference room and via videoconference\*.

Board members participating were Richard Garcia\*, Bob Price\*, Willie Hoevers, Holly Holden and Lisa Watkins (joined at 5:58 p.m.).

Owners Pamesh Agrawal (Z104) and Denise Baker (S103) were guests at the meeting.

Representing Basic Property Management (BPM) were 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 June 20, 2022 Board Meeting minutes as presented. Willie Hoevers seconded and the motion carried.

**III. OWNER COMMENTS**

Pamesh Agrawal asked about the impact of the June 22<sup>nd</sup> court decision. This will be discussed later during the meeting.

**IV. TREASURER'S REPORT**

Bob Price reported that inflation rose from 8.58% in May to 9.1% in June, the largest annual increase since 1981. It will impact the budget cycle and planned Reserve expenditures. He reviewed the significant variances as of June 30, 2022:

1. Operating Expenses - \$4,420 unfavorable for the month and \$20,248 unfavorable year-to-date. He noted that some of the variance is due to seasonality of the budget.
2. Income – On budget with normal washer/dryer fluctuations.
3. Landscaping - \$700 unfavorable to budget due to the trash fuel surcharge.
4. Utilities – This category was understated in June. Natural Gas continues to be over budget. He will check with Patti Vande Zande about the phone line overage in June. Matt Litowkin said he contacted Century Link and there was an error with the readings on their end. They will provide a credit for the overage.

The Balance Sheet reflected \$2.61 million in cash, including \$1.5 million in Operating and \$1.1 million in Reserves. Year-to-date Reserve expenses totaled \$128,865. June expenses included painting five buildings, boilers/water tanks and sewer/water lines.

Projects on the schedule for the year include:

1. Clubhouse Upstairs Upgrade - \$10,000.
2. Pool Deck Resurfacing - \$9,000. Matt Litowkin would like to do this project this year. The pebble surface is deteriorating and is difficult to clean.
3. Pumps/Filters/Emergency Shut Off - \$5,000.

4. Building Siding - \$3,000. The siding is holding up well and it should not be necessary to incur this expense this year.
5. Patio Slabs - \$18,000. The cost for materials has increased. Demolition and install will cost about \$2,500 per patio.
6. Concrete Work - \$5,000. Matt Litowkin does not anticipate any expense this year.
7. Hallway Carpet Replacement - \$32,000. The materials have been delivered and installation will be scheduled in mid-August.
8. Parking Lot Repair - \$88,000. A bid of \$51,000 was received.
9. Playground Renovation - \$60,000. This project has been tabled indefinitely.
10. Boilers/Water Tanks - \$15,000 for purchases for inventory.
11. New Plow Truck – Completed.
12. Loader Tires – Completed.

**Motion:** Willie Hoervers moved to approve the financial report. Holly Holden 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.

#### **VII. DELINQUENCY REPORT**

The latest report indicated there were seven owner delinquencies. There has been \$1,725 received and \$1,317 sent to collections.

#### **VIII ARCHITECTURAL REVIEW COMMITTEE**

Richard Garcia did not have a report.

#### **IX. OLD BUSINESS**

##### *A. Declarations*

The petition for the Restated Condominium Declaration for Dillon Valley East Condominium Association was approved by the Summit County District Court on June 22, 2022. The biggest change is that owners will be 100% responsible for their unit interiors and for repairing any damage, even if the cause of the damage is a common element. Owners will need to obtain the appropriate coverage (H06 policy). The Association certificate will be posted on the website and Richard Garcia will be sending an explanation of the changes to all owners. The right of first refusal was removed from the Declarations.

##### *B. New Truck*

Matt Litowkin said the truck has been received. The plow has not yet been delivered.

C. *Carpet*

The carpet has been received.

**Action Item:** Matt Litowkin will schedule installation in August.

D. *Clubhouse Use*

The decision was made at the last meeting to allow owner use only during specific hours that do not conflict with the staff.

**Action Item:** Rich Garcia and Matt Litowkin will draft a formal agreement.

E. *Water Leak in Building*

The insurance companies for the unit owner and the Association are working on this matter. Richard Garcia is waiting for a response from the Association carrier.

**Action Item:** Gary Nicholds will be asked to follow up tomorrow.

F. *Pickle Ball Courts*

Matt Litowkin said the courts have pickle ball lines so they can be used for play. The pickle ball lines should be repainted the next time the tennis court lines are restriped. Holly Holden commented that there are cracks that need repair. Eric Nicholds said the surface is asphalt and the contractor will not guarantee the repairs. There was a suggestion to add signage "Use at Your Own Risk".

**Action Item:** Eric Nicholds and Matt Litowkin will discuss repair options.

G. *Clubhouse Handrails*

The handrails have been installed and look very nice.

H. *Playground*

This agenda item has been tabled indefinitely.

**X. NEW BUSINESS**

A. *Parking Lot Behind Clubhouse*

The parking lots and bike paths were crack sealed and seal coated last year. Matt Litowkin walked the property with A-Peak and they did not identify parking lots that needed attention. At the back side of the Clubhouse, there is an underground water issue and above ground drainage. A-Peak provided a bid that would be within the parking lot budget to remediate the problems. Matt also met with Columbine Hills last week and requested a bid, which they can provide, but they cannot do the work this year. The Board approved this work.

**Action Item:** Matt Litowkin will schedule the project with A-Peak.

B. *Water Pooling Near Building H*

Matt Litowkin said an owner contacted him regarding concerns about his unit flooding from parking lot drainage. Matt and his team created a barrier around the window well to divert the water. There is also rock and drainage in the bottom of the window well.

C. *New Bills Passed by the Colorado House*

Richard Garcia drafted a summary of all the changes that he will post on the website.

*D. Pet Odor Causing a Health Issue*

Matt Litowkin said there has been an ongoing issue in P Building. There have been comments from neighboring owners in the stack about an odor in the common area. The unit causing the problem is managed by the unit owner's private management company. Matt has spoken with the management company several times and they have inspected. The renters were found to have several dogs, which were removed and the area was cleaned up. The odor returned and the renters were subsequently found to have more dogs in the unit. They have been evicted as of August. The management company has been instructed to do a deep clean of the unit.

*E. Laundry*

Willie Hoervers said there are three washing machines out of order and one dryer has been destroyed. Some of the credit card readers do not work. He reported the problems and sent photos to CSC. Matt Litowkin said he is aware of the problems but CSC has been unresponsive to service requests.

**Action Item:** Eric Nicholds will research alternative laundry machine providers.

**Action Item:** Matt Litowkin will send Bob Price a copy of the laundry contract.

**XI. SET NEXT MEETING DATE**

The next Board Meeting will be held on Monday, August 15, 2022 at 5:30 p.m. at the BPM Office and via Webex. The Annual Meeting will be September 17, 2022 at 10:00 a.m. in the DVE Clubhouse. Water, coffee and juice will be provided but no food will be served. It will be a hybrid live and Webex meeting, masks optional.

**XII. ADJOURNMENT**

**Motion:** Richard Garcia moved to adjourn at 6:27 p.m.

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