

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
ANNUAL MEETING  
September 17, 2022**

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

The meeting was called to order at 10:00 a.m. by Richard Garcia in the Dillon Valley East Clubhouse and via videoconference.

Board members participating were:

Richard Garcia, President, T106  
Mike Kurth, , C101/S105  
Bob Price, Treasurer, G305  
Willie Hoevers, Member, J206

Lisa Watkins, Vice President, T305  
Joyleen Helcoski, Secretary, B106  
Holly Holden, Member, 0102

Homeowners participating were:

James Scheuneman, A20  
Rebecca Pechinski, C204  
Barbara Slater, E201/I305  
Tammy Ramsay, G101/N105/P303  
Ryan Reider, I101  
Patrick Fogarty, N206/Z105  
Lisa Grobeck, O101  
Steven Dowswell, I304  
Mary Tuttle, R201  
Drew Frank, S303  
Gordon Corn, W204  
Chris Heer, X204

Russell Young, AA301/Q101  
Collen Kaiser, D301  
Alyssa Johnson, E304  
Sheila Kleinman, H201  
John & Martha Pirnat, X301  
Dolores Nelson, N306  
Jerome Schaefer, O103  
Jeff & Laura Johns, R106  
Haley Gerber, S201  
Elaine Garcia, T106

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Matt Litowkin. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

**II. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE**

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

**III. READING OF MINUTES OF LAST ANNUAL MEETING**

**Motion:** Chris Heer moved to approve the September 18, 2021 Annual Meeting minutes as presented. Jerome Schaefer seconded, and the motion carried.

**IV. 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 – Member - Joy Helcoski - Secretary, Bob Price –Treasurer, Willie Hoevers – Director and Holly Holden – Director.

**B. Treasurer's Report**

Bob Price reported that the roofs were inspected last year, and the results indicated that re-roofing would need to start in the next few years. The replacements will be spread over several years.

Key issues in 2022/2023 include inflation and energy prices. The 3% inflation factor in the Reserve Study will need to be adjusted to more accurately reflect the current inflation rate of 8.3%. Energy prices have increased significantly. The Association has a locked gas price through October, 2023 of \$5/decatherm.

The dues were increased 6% in the 2022 Budget. Bob Price noted that the Association has little control over the costs for the management fee, gas, electric, water and sewer, cable television and insurance, which account for 88% of the budget.

As of the end of August, Operating expenses were \$45,356 unfavorable to budget for the month due to a supplemental water bill for the first two quarters and \$27,904 unfavorable to budget year-to-date.

The current Reserve Fund balance is about \$1.1 million. Projected expenditures over the next five years are in the \$400,000 - \$600,000 range per year.

It is not yet known if there will be a dues increase for 2023. Factors to be considered include inflation, the upcoming roof replacement and costs for energy and fuel.

**Motion:** Jerome Schaefer moved to authorize that any excess monies in the Operating account at year-end be transferred to the 2023 Operating Budget. Chris Heer seconded and the motion carried.

**V. REPORTS OF COMMITTEES**

- A. *Architectural Control Committee Report*  
Richard Garcia did not have a report.

**VI. MANAGEMENT COMPANY REPORT**

Eric Nicholds recognized Matt Litowkin for his work at the property.

A. *Manager's Report*

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

1. Painted the exterior of N, O, P, Q and R Buildings.
2. Painted the dumpster enclosures in the N, O, P, Q and R Buildings.
3. Painted the railings above the boiler rooms of N, O, P, Q and R Buildings.
4. Installed new carpet in the hallways, entries and stairs in 15 stacks.
5. The parking area on the west side of the Clubhouse will be cut out, re-graded for proper drainage and new asphalt will be put down.
6. There is a community garden with plots available for interested owners.
7. Routine projects include snow removal, staffing the Clubhouse front office, mowing/weed trimming the lawns, irrigation work, vacuuming all common areas

weekly, daily pool and hot tub maintenance, daily Clubhouse, restroom and laundry cleaning, painting hallways entries and stair areas, routine boiler and security checks, daily track pick-up and dumpster checks, trimming/upkeep of all bushes and trees and repair of internal pipe leaks.

**B. Long Term Parking Lot Renewal & Dues**

The annual fee for long term parking is due October 1, 2022. Owners who currently have a spot have the option to renew. If payment is not received by November 1, 2022, the spot will be marked as vacant and filled. The fees remain the same as last year: \$120/year for the smaller spots (1 – 52) and \$240/year for the larger spots (53 – 60).

**VII. ELECTION OF MANAGERS**

The terms of Mike Kurth and Joyleen Helcoski expired and Drew Frank was nominated. Mike Kurth volunteered to withdraw from the election.

**Motion:** Chris Heer moved to elect Joyleen Helcoski and Drew Frank to the Board by acclamation. Jerome Schaefer seconded and the motion carried.

Mike Kurth was thanked for his service on the Board.

**VIII. UNFINISHED BUSINESS/NEW BUSINESS**

Owner questions and comments addressed the following topics:

1. Patrick Fogarty suggested consideration of solar panels and having a plumber check all units for leaks to reduce the water expense.
2. There was a request to improve the playground. Willie Hoervers said he has been working on the project. It has turned out to be much more expensive than anticipated. New Colorado law will require the footprint to be doubled.
3. Steven Dowswell said there are gutter issues on several buildings caused by ice dams. He suggested updating the lighting fixtures in the common areas with energy efficient LEDs.
4. James Elsworth suggested consideration of solar for electricity. He can help with developing cost estimates.
5. Alyssa Johnson asked about the priority for the laundry room. Matt Litowkin said it was at the top of the list but there have been difficulties getting the laundry vendor to respond to maintenance requests.

**IX. SET NEXT MEETING DATE**

The next Annual Meeting was set for Saturday, September 16, 2023 at 10:00 a.m.

**X. ADJOURNMENT**

**Motion:** Andrew Frank moved to adjourn at 11:22 a.m. Patrick Fogarty seconded and the motion carried.

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

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