

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 14, 2022**

**I. CALL TO ORDER**

The meeting was called to order at 5:31 p.m. in the Basic Property Management conference room and via videoconference (\*).

Board members participating were Richard Garcia\*, Bob Price, Lisa Watkins\*, Drew Frank\* and Willie Hoervers\* (joined at 5:53 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**

The October 17, 2022 Board Meeting minutes were approved as presented.

**III. OWNER COMMENTS**

There were no owner comments.

**IV. TREASURER'S REPORT**

Bob Price reported that inflation was down to 7.7% in October. It is coming down each month but fuel and energy costs continue to be high. He reviewed the significant variances as of September 30, 2022:

1. Operating Expenses - \$15,875 favorable for the month and \$5,535 favorable year-to-date.
2. Total Income – \$6,970 unfavorable to budget due to Washer/Dryer Income and Storage Lot.
3. Total Expenses – Administrative and Utilities comprise 84% of the expenditures. Trash was \$1,822 unfavorable to budget. Bob Price met with Timberline today. The trash expense is about 10.5% over the contracted rates from August 2021. In addition, they have been billing surcharges for fuel and materials since October 2021. He has no way of verifying the accuracy of the charges. He requested an \$11,000 credit and for Timberline to honor the contracted rate. Repair & Maintenance included loader and ATV repairs for \$1,352 and \$588 for fuel. Natural Gas was \$2,645 favorable to budget and there was a \$15,000 accounting correction for Cable.

The natural gas rate is about \$6/decatherm. Bob Price anticipates the price will fluctuate between \$6 - \$8 during the winter months.

The Association ended the month with \$2.6 million in the bank including \$1.48 million in Operating and \$1.12 million in Reserves. There was \$60,957 spent on Reserve projects, mostly for the parking lot/path asphalt repair. The striping remains to be done. Reserve project expenses should be under budget at year-end. There are seven owners with late payments but nothing worrisome in terms of the individual amounts.

**Motion:** Lisa Watkins moved to approve the Financial Report. Drew Frank 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. There have been problems with water on the floor in the laundry room. He contacted CSC and they claimed it was the main line. He cut into the walls on both sides behind the washing machines. He found the original pipes were clogged. He is in the process of replacing sections of pipe and the drywall. This appears to have resolved the issue. He projects the total cost will be \$2,00 - \$3,000, which will be paid from the Reserve Contingency line item.

**VII. DELINQUENCY REPORT**

There was \$1,659 collected in October and the outstanding balance was \$4,320, which was down from last month. No owners are in serious default.

**VIII. ARCHITECTURAL REVIEW COMMITTEE**

There was one request to replace a door to a unit. Richard Garcia approved the request with the requirement that it matches or compliments the other doors.

**IX. OLD BUSINESS**

*A. New Truck Waiting for Plow Installation*

The truck is in use and is working well.

*B. Water Leak in Building S*

Gary Nicholds has been in contact with Black Diamond Construction, the insurance adjuster and unit owners. Some of the appliances were removed and their current location is unknown. The unit owners will be paying for the upgrades.

**Action Item:** Gary Nicholds will ask the attorney to confirm if the claim falls under the specifications of the old or new Declaration.

*C. Parking Lot Behind Clubhouse Progress Report*

The parking lot asphalt and striping has been completed.

*D. Playground*

Bob Price suggested developing a plan without a budgetary constraint and possibly phasing the project.

**Action Item:** Drew Frank, Willie Hoevers and Matt Litowkin will schedule a conference call to discuss options.

E. *Budget Committee for 2023*

The draft budget has been completed and was sent to all Board members. It includes a 3.5% increase over 2022 projected year-end expenditures. The Budget Committee agreed on a 1% average increase, based on unit square footage.

**Motion:** Drew Frank moved to approve the 2023 Budget. Lisa Watkins seconded and the motion carried.

F. *Laundry Machine Contract*

The pipe work appears to have resolved the leak problem.

**X. NEW BUSINESS**

A. *Special Owner Meeting*

The Budget Ratification Meeting will be held on November 18, 2022.

B. *Definition of "Bare Wall" as Described in the Updated Declaration*

Matt Litowkin said owners need to be informed of their liability for interior repairs based on the updated Declaration since some of them are accustomed to what was done in the past in accordance with the original documents. The Board reviewed the language in the current Declaration. Matt was directed to fix pipes and sheetrock until there is clarification.

**Action Item:** Gary Nicholds and Richard Garcia will review the definitions in the updated Declaration.

**XI. SET NEXT MEETING DATE**

The next Board Meeting will be held on January 16, 2023 at 5:30 p.m.

**XII. ADJOURNMENT**

**Motion:** Lisa Watkins moved to adjourn at 6:41 p.m.

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