

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 15, 2024**

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, Willie Hoevers, Joyleen Helcoski*, Sarah Olson* and Drew Frank*.

Owner participating was Rebecca Pechinski (Building C, #204)

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

II. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Willie Hoevers moved to approve the November 13, 2023 and December 21, 2023 Board Meeting minutes as presented. Drew Frank seconded and the motion carried.

III. TREASURER'S REPORT

There was no report.

IV. FINES & HEARINGS

There were no fines or hearings.

V. MANAGER'S REPORT

Matt Litowkin distributed his report prior to the meeting. Matt added that issues are starting to occur with some of the boilers, such as pressure valve leaks and pumps. They do everything they can in-house, but there are expenses related to replacing components and having components in stock.

VI. ARCHITECTURAL REVIEW COMMITTEE

There was no report.

VII. BUDGET COMMITTEE

The 2024 Budget was ratified December 21, 2023.

VIII. OLD BUSINESS

A. Electrical Vehicle Charging Stations

Drew Frank said the plan is to make sure the costs for the electric vehicle charging stations are included in the budget and they plan to move forward with the project in the

spring. They have received the quotes, know what it is going to cost and need to generate revenue to pay for the stations.

Action Item: Matt Litowkin will reconnect with companies that provided quotes and map out a plan to move forward in the spring.

IX. NEW BUSINESS

A. Unit in Building C with Multiple Vehicles and Rude Behavior

Rebecca Pechinski reported that Unit #201 in Building C typically has four to five vehicles parked at their unit. Rebecca said that many of the plates are out of state and/or expired and that people are constantly in and out of the unit. The people residing there have a charcoal grill, which is a fire hazard. Another neighbor approached them as she was unable to park in the lot. They were very rude to the neighbor, would not tell them what unit they were in and tried to intimidate her as she walked back to her unit. Rebecca has also seen many different people going in and out with bedding.

Drew Frank asked if there is a way to notify the owners. Richard Garcia mentioned he will email the owners after the meeting and inform them of the excessive car issue and the bullying behaviour.

B. Vehicle Towing

Richard Garcia reported that a vehicle towing company in Silverthorne has agreed to work with the Association. They would take full responsibility for the parking issues. The towing company would patrol the parking lots and place a sticker or notice on the windshield of any vehicle in violation of the parking regulations for a period of 24 hours. After that, and if the violation is not corrected, the towing company can tow and the owner would have to work with the tow company and pay the fees to get their vehicle back.

Joyleen Helcoski reminded those in attendance that when they first spoke with the towing company they agreed first course of action would be to place a sticker or notice on the windscreen for 24 hours, then attach a boot for 24 hours and then as a final resort, tow. Joy mentioned the way one of the contracts reads now is a sticker or notice and a boot for the first contact. Joy would prefer to move forward with the more lenient approach they had originally discussed and the group agreed. They also agreed on violations for an immediate tow for being someone other than the owner parking in an owner's spot, parking in front of the dumpsters and parking in a handicap spot without the handicap hang tag or handicap plates.

There was a general conversation regarding different options and scenarios along with how they would educate owners/renters and a possible timeline before implementing the new policy. Drew Frank suggested they find out how Dillon Valley West Condominium Association is moving forward and schedule another meeting with the tow company to find out what flexibility they would have in an agreement with them.
Action Item: Sarah Olson, Matt Litowkin and Drew Frank will create a policy for vehicle towing.

C. *Responsibility for Damage to a Neighbor's Property Due to Water Leaks Within the Unit's Walls*

Richard Garcia reported that the Association let owners know that whatever goes on in their unit is their responsibility. If there is a break in a water line in a limited common area in their ceiling or in their wall, Basic Property Management and the HOA will investigate and repair any common area damage. However, any damage within a unit is the owner's responsibility. For example, if a toilet within a unit has a bad seal or a shower leaks and the damage also affects another unit, the owner of the unit where the damage originated is responsible for all remediation of their own and their neighbor's unit. Owners who receive any pushback from their insurance company should refer them to the Declaration Sections 9.1 and 9.2.

D. *Dillon Valley East Condominium Staff Bonus*

Richard Garcia reported the bonus for the Dillon Valley East staff is already in the budget. Gary Nicholds reviewed the difference between a gift and a bonus in regards to taxes.

Motion: Drew Frank moved to approve the gifts to be paid to Dillon Valley East staff. Sarah Olson seconded and the motion carried.

E. *Corporate Transparency Act*

Gary Nicolds informed the Board of the Corporate Transparency Act (CTA) as it relates to condominium and Homeowners' Association Board members. The CTA was created to stop international money laundering and will go into effect on January 1, 2025. The Act might require HOA Board members to report the following information: full legal name, date of birth, address, driver's license or passport number and a scanned copy of the driver's license or passport. Gary Nicholds will attend a revenue webinar on January 31st to learn more information regarding how the CTA is being interpreted and if HOA Board members fall into the reporting group.

F. *Communication About Fireplaces*

Matt Litowkin stated that an email was sent out to all owners regarding the homeowner's responsibility to clean their fireplace if they have one. Sarah Olson noted this information is not currently in the Rules and Regulations and they should be updated to reflect the responsibility.

X. NEXT BOARD MEETING

The next Board meeting is scheduled for Monday, February 19, 2024 at the Basic Property Management office at 5:30 pm and via Zoom.

XI. ADJOURNMENT

Motion: Richard Garcia moved to adjourn at 6:20 p.m.

Approved By: _____ Date: _____
Board Member Signature