

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 19, 2024**

**I. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. via videoconference.

Board members participating were Richard Garcia, Willie Hoevers, Joyleen Helcoski, Sarah Olson, Lisa Watkins and Drew Frank.

Representing Basic Property Management (BPM) were Gary Nicholds and Matt Litowkin. Erika Krainz of Summit Management was recording secretary.

**II. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** Joy Helcoski moved to approve the January 15, 2024 Board Meeting minutes as presented. Drew Frank seconded and the motion carried.

**III. TREASURER'S REPORT**

Richard Garcia had not received the January financials and did not have a report.

**IV. FINES & HEARINGS**

There were no fines or hearings.

**V. MANAGER'S REPORT**

Matt Litowkin distributed his report prior to the meeting. Elpidio is leaving to pursue a culinary career at the Kuchu restaurant in Silverthorne. He was a great employee and will be missed. Matt has already hired a replacement, Jesse, and is in the process of training him.

**VI. ARCHITECTURAL REVIEW COMMITTEE**

Matt Litowkin will be handling the items listed in an email that was received.

**VII. OLD BUSINESS**

*A. Electrical Vehicle Charging Stations*

Matt Litowkin has not been able to follow up with the vendors.

*B. Vehicle Towing*

The revised Towing Policy and Procedure was reviewed. It should be clarified if the legal name for the vendor is JH Mountain Auto Services or Parking Solutions LLC. Joyleen Helcoski suggested removing the vendor name from the body of the document, listing it at the bottom and having a stack of business cards from the towing company at the Front Desk. Sarah Olson recommended posting the information on the back of the front doors in all buildings.

The Rules will need to be modified to specify that vehicles with temporary permits must park at the Clubhouse. The towing operator indicated that their staff will be able to recognize unauthorized vehicles.

Joyleen Helcoski noted that an expired license plate should not be listed as a reason for towing since it is not enforceable.

The Board discussed implementing the towing in a phased approach, with focus on the assigned spots first. Matt Litowkin supported this approach. He suggested posting the parking information on all unit doors since correct mailing and email addresses might not be in the system. There was a suggestion to issue a press release.

**Action Item:** Matt will contact JH Towing about obtaining signage for all the parking lots.

**Action Item:** Richard Garcia will start the notification campaign tonight.

**Action Item:** Gary Nicholds will determine why Dillon Valley West did not implement the JH Towing proposal.

C. *Corporate Transparency Act*

Gary Nicholds will be speaking with the attorney tomorrow and will bring up this topic. He was told Congress may back off on some of the edicts.

**VIII. NEW BUSINESS**

There was no new business.

**IX. NEXT BOARD MEETING**

The next Board meeting is scheduled for Monday, March 18, 2024 at the Basic Property Management office at 5:30 p.m. and via Zoom.

**X. ADJOURNMENT**

**Motion:** Drew Frank moved to adjourn at 6:10 p.m.

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