

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
September 22, 2022**

I. CALL TO ORDER

The meeting was called to order by Dan Schwarz at 6:32 p.m. in the Basic Property Management conference room and via videoconference*.

II. ROLL CALL

Board members present were:

Dan Schwarz, President*

Parker Wrozek, Treasurer*

Patti Lewis, Director

Chuck Montoya, Vice President*

Chris Heer, Secretary

Jeff Kirk, Director

Owner Sue Schwarz was a guest at the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Representing Focus Property Management was Heber Rojas. Erika Krainz of Summit Management Resources was recording secretary.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the August 25, 2022 Board Meeting minutes as presented. Chuck Montoya seconded and the motion carried.

In Executive Session on August 25, 2022, Officers were elected as follows:

Dan Schwarz – President, Chuck Montoya – Vice President, Parker Wrozek – Treasurer and Chris Heer – Secretary.

The loan from an owner has been executed and deposited.

IV. OWNER CONCERNS

An email was received from a former Board member who was upset about a water shut-off while he was in the shower. Focus spoke to him and explained it was an emergency.

Sue Schwarz said she is still seeing parking in an unmarked spot and asked if parking rules were being enforced. Heber Rojas said the Night Manager takes care of enforcement after hours. He encouraged owners to report violations to Focus. He noted that there are new state laws that restrict towing.

V. FINANCIALS

A. 2021/2022 Year-to-Date as of August 31, 2022

Parker Wrozek reported that as of August 31, 2022, the Association balances in the Alliance accounts totaled \$402,893, Accounts Receivable were \$126,087, Other Assets were \$20,998, Total Assets were \$562,927, Total Liabilities were \$280,874 and Total Equity was \$282,053.

Income Statement variances year-to-date were:

1. Total Income – \$1,886 favorable to budget.
2. Total Administrative – \$1,181 unfavorable to budget due to an overage in Professional Services.
3. Total Clubhouse – \$4,443 unfavorable to budget due to overages in Supplies, Gas and Electric.
4. Total Insurance – \$1,666 favorable to budget.
5. Total Repairs & Maintenance - \$5,759 favorable to budget.
6. Total Utilities – \$2,073 favorable to budget.
7. Net Operating Income/(Loss) – \$10,192, which was \$6,092 favorable to budget.
8. Reserve Income - \$289,551 favorable to budget due to the Special Assessment accrual.
10. Reserve Expenses - \$1,604 unfavorable to budget due to roofs, siding and paint.

As of August 31, 2022, \$138,000 has been collected for the Special Assessment. About 60 owners have not paid the Special Assessment.

Motion: Jeff Kirk moved to approve the Financial Report. Chris Heer seconded and the motion carried.

VI. LAUNDRY UPDATE

There was \$488 in credit card charges in July and \$3,504 in August. No commissions were received in July or August. The September commission should be substantial. Some of the machines are not working and parts have been ordered. The Board will need to consider increasing the rates at some point.

VII. DELINQUENCIES

Patti Lewis said the owner who was sent to collections is making payments. There are two owners with \$3,000 balances that include the Special Assessment.

VIII. WATER REPORT

Bryan Brunvand will have another report in October.

IX. PROPERTY REPORT

Heber Rojas reviewed the following items:

1. Alpine Tree Services submitted a bid for noxious weed spraying. The other option would be weed and feed. Dan Schwarz was in favor of spraying.
Motion: Dan Schwarz moved to approve the \$3,110 bid for noxious weed spraying. Chris Heer seconded and the motion carried.
2. CSD is doing work in 104 with expanding foam.
3. There was a leak in the kitchen drain pipe in C207 that affected C107.
4. There was a request to paint the trim around doors in Building D. The cost would be \$350/door. Going forward, all trim should match.
5. The pool will be drained halfway October 17 – 21 to add fresh chemicals. Focus can take out the fiberglass and hire a tile contractor to install special tile and grout at a cost of about \$8,000. Focus is willing to extend a one year-warranty and will not charge for

the work if this solution fails. Chuck Montoya said he would like to have all buildings painted before doing the hot tub.

Action Item: Heber Rojas will write up a proposal.

Motion: Dan Schwarz moved to have the liner removed to expose the condition of the concrete. The motion was seconded and carried.

Action Item: Focus will post notice at the pool regarding the closure.

6. Boiler maintenance was completed and there were no major problems identified. There is one small leak.
7. The owner of D101 replaced tile.

X. OLD BUSINESS

- A. *Street Signs*
Bryan Brunvand is working on a project to replace the street signs.

XI. NEW BUSINESS

- A. *Parking Enforcement Dates and Times*
This agenda item was discussed under Section IV.
- B. *Bylaws & Declarations Update*
Chris Heer has not yet started working on this project.
- C. *Rules and Regulations Update*
This agenda item was not discussed.

XII. SET NEXT MEETING DATE

The next Board Meeting was scheduled for Thursday, October 27, 2022 at 6:30 p.m.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:42 p.m.

Approved By: _____ Date: _____
Board Member Signature