

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
September 28, 2023**

I. CALL TO ORDER

The meeting was called to order by Dan Schwarz at 6:30 p.m. in the Basic Property Management conference room and via videoconference (*).

II. ROLL CALL

Dan Schwarz, President
Jeff Kirk, Director
Patti Lewis, Director

Chris Heer, Secretary*
Bryan Brunvand, Director*

Owner Holly Fulton (A104) was a guest at the meeting.

Representing Basic Property Management (BPM) was Jason Blarjeske. Representing HM Realty were Heber Rojas, Alan Rojas, Carlos Rojas and Carol Alvarado. Erika Krainz of Summit Management Resources was recording secretary.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the August 24, 2023 Board Meeting minutes as presented. Jeff Kirk seconded and the motion carried.

IV. OWNER CONCERNS

Holly Fulton reported that she met with Pam Gibson regarding grants. She did not think there was funding at the state level for the type of projects being pursued. There does not appear to be County money either. She may contact the County Commissioners. Jeff Kirk said there might be private funding available.

Matt Weber (C303) emailed the Board about snowmobile storage. He was advised to contact Heber Rojas regarding the storage lot. Heber said he met with the owner.

Jakhongir (G306) had no electricity for three weeks requested a month reprieve from dues and \$100. He was given \$100 but no dues relief.

Andy Blossom (H303) was upset about the way a car and trailer were parked, was rude and almost got into a fight with the staff. Dan Schwarz said the staff should tell this owner to call him if he has complaints in the future. The staff should call the police if he threatens anyone.

V. FINANCIALS

A. 2022/2023 Year-to-Date as of August 31, 2023

Chris Heer reviewed the Balance Sheet. Total Cash was \$341,327, Accounts Receivable were \$18,667, Fixed Assets were \$11,448 and Total Assets were \$369,625. Total Liabilities were \$152,895 and Total Equity was \$216,730.

Income Statement variances were:

1. Total Income – \$563 unfavorable to budget.
2. Total Administrative – \$106,311, which was \$5,036 favorable to budget.
3. Total Clubhouse – \$1,908, which was \$8,975 favorable to budget.
4. Total Insurance - \$15,651, which was \$2,985 unfavorable to budget.
5. Total Repairs & Maintenance - \$35,069, which was \$11,263 favorable to budget.
6. Total Utilities – \$117,31, which was \$2,479 unfavorable to budget.
7. Total Expenses - \$276,263, which was \$19,800 favorable to budget.
8. Excess Revenue/Expenses – \$29,323, which was \$19,237 favorable to budget.
8. Reserve Income - \$42,776, which was \$1,258 unfavorable to budget.
11. Reserve Expenses - \$58,548, which was \$39,962 favorable to budget.

Motion: Jeff Kirk moved to approve the August Financial Report. Dan Schwarz seconded and the motion carried.

VI. LAUNDRY UPDATE

Dan Schwarz said there was \$120 in commissions in August and September commissions will be \$252.68.

Action Item: Dan Schwarz will notify CSC of non-renewal of the contract next year.

VII. DELINQUENCIES

A lien was filed for one owner delinquency. There was a suggestion to send a letter to the owner with the timeline for foreclosure. One other owner is making payments.

VIII. WATER REPORT

Brian Brunvand should have an updated report for next month.

IX. PROPERTY REPORT

Heber Rojas reviewed completed projects.

1. The zone valve was replaced in D303.
2. The electrician finished the work in the G Building. The electrician found some rust behind the panel. He estimated the remaining useful life at 10 – 15 years. There should be funds planned in Reserves for future replacement.
3. HM Realty submitted a bid to rebuild and paint all three balconies on the I Building at a total cost of \$21,845, including all permits and inspections. Two other bids have been obtained ranging from \$28,000 - \$36,000 and one bid was received for \$18,000 but it did not include all aspects of the project.
Motion: Dan Schwarz moved to approve the HM Realty bid at a cost of \$21,845. Jeff Kirk seconded and the motion carried unanimously.
4. There is an active leak in the heat exchanger in the J Building. KA Mechanical will install a used one from B Building and only charge for labor and parts.
5. The ditch behind the property is full of mud and needs to be cleaned out to prevent flooding of the buildings. The ditch is on Association property.
Action Item: Dan Schwarz will try to determine who is responsible for cleaning the ditch.
6. Extra paint was used to paint the trim.
7. HM Realty purchased a Foosball table for the Clubhouse.
8. A pool leak was repaired
9. The I Building siding on the ends has been replaced. There are 175 pieces of siding left.

10. A leaking toilet in J302 caused damage to J202. The owner was charged.

Motion: Dan Schwarz moved to authorize installation of a deadbolt lock on the Clubhouse laundry room door. Jeff Kirk seconded and the motion carried.

X. OLD BUSINESS

A. *Radon Mitigation*

Gary Nicholds provided photos of a radon mitigation system at Dillon Valley East. He did not have a cost estimate. Further discussion was tabled until next month.

B. *Street Signs to Replace Wooden Ones*

This project item is on hold.

XI. NEW BUSINESS

A. *Bylaws and Declarations Update*

This project is on hold.

B. *Rules & Regulations Update*

Discussion of this agenda item has been tabled since it is tied to the Bylaws and Declarations update.

C. *Glycol in the Heating System*

This agenda item was not discussed.

D. *Projects & Management Contract*

Action Item: HM Realty will provide a proposed list of 2024 projects and costs and a contract renewal proposal.

XII. SET NEXT MEETING DATE

The next Board Meetings were scheduled for October 26, 2023 and December 7, 2023 at 6:30 p.m.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:38 p.m.

Approved By: _____ Date: _____
Board Member Signature