

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
April 25, 2024**

I. CALL TO ORDER

The meeting was called to order by Dan Schwarz at 6:33 p.m. in the Basic Property Management conference room and via videoconference (*).

II. ROLL CALL

Dan Schwarz, President
Parker Wrozek, Treasurer
Jeff Kirk, Director

Chuck Montoya, Vice President*
Patti Lewis, Director*

Owner Dylan Turner (A305) was a guest at the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Also participating were Heber Rojas and Carlos Rojas representing HM Realty. Erika Krainz of Summit Management Resources was recording secretary.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the March 28, 2024 Board Meeting minutes as presented. Jeff Kirk seconded and the motion carried.

IV. OWNER CONCERNS

1. Dylan Turner requested an additional parking pass for one of his tenants. Jeff Kirk explained that there are not enough spaces to issue extra passes and doing so would set a precedent. If the third vehicle is only on site occasionally, a guest pass could be provided. Other options would be to park the third vehicle at the Clubhouse or in the storage facility.
2. The owner of F204 reported that her car was booted because her tag was not visible.
3. The owner of C205 was upset that only 10 minutes notice was given before her unit was accessed. It was noted that the schedule has been posted on the website for five months.
4. The owner of C201 complained that his building is going to be painted last.
5. The owner of B305 reported unauthorized vehicles parking in his designated space. He was given the number to call HMR.
6. The owner of D203 installed a washer/dryer. It should be inspected to ensure the venting was properly connected.
7. The owner of B305 requested carpet replacement in the common area. Heber Rojas said the carpet is on par with other buildings.

V. FINANCIALS

A. *Check Register*

Motion: Parker Wrozek moved to approve the March check register. Jeff Kirk seconded and the motion carried.

B. *2023/2024 Year-to-Date as of March 31, 2024*

Parker Wrozek reviewed the Balance Sheet. Total Cash was \$212,713, Accounts Receivable were \$13,318, Fixed Assets were \$10,208, Other Assets were \$26,448 and Total Assets were \$262,687. Total Liabilities were \$133,465.

Income Statement variances were:

1. Total Income – \$2,315 unfavorable to budget.
2. Total Administrative –\$17,221 favorable to budget due to savings in the Management Contract.
3. Total Clubhouse – \$1,196 unfavorable to budget.
4. Total Insurance - \$8,209 unfavorable to budget.
5. Total Repairs & Maintenance - \$14,922 favorable to budget.
6. Total Utilities –\$10,261 unfavorable to budget due to overages in Water and Trash.
7. Total Expenses - \$12,358 favorable to budget.
9. Reserve Income - \$2,263 unfavorable to budget due to fewer unit sales.
10. Reserve Expenses - \$66,389 favorable to budget.

Motion: Dan Schwarz moved to approve the March Financial Report. Chuck Montoya seconded and the motion carried.

C. *2024/2025 Budget*

Since there were no owner objections, the 2024/2025 Budget was deemed ratified.

VI. LAUNDRY UPDATE

A \$388 commission check was received for February. A total of \$1,736 was collected in March and \$619 has been collected thus far in April. March commission was \$461 for a year-to-date total of \$849. There are still machines out of order and they have been reported.

VII. DELINQUENCIES

Patti Lewis reported that one owner requested a payment plan to catch up. There were no Board objections.

VIII. WATER REPORT

Bryan Brunvand was not present to provide a report.

IX. PROPERTY REPORT

A. *Parking Update*

1. 25 cars have been booted since April 1st. One person broke a boot a few nights ago.
2. A couple of parking passes are being held for owners who will be here in the summer.

B. *Summit Carpet Cleaning*

Motion: Parker Wrozek moved not to clean the carpet in the common areas. Jeff Kirk seconded and the motion carried.

C. *Sand Filter*

Motion: Dan Schwarz moved to approve replacement of the sand filter for the pool at a cost of \$2,164. Jeff Kirk seconded and the motion carried.

D. *D Building Boiler*

Estimates are being obtained.

E. *Maintenance Issues*

1. The bulb on landing outside D102 needs to be replaced
2. The D101 window well has a piece of loose metal that needs to be cut off.

F. *Sprinkler Startup*

The irrigation will be started the third week of May.

G. *Pump*

One pump was replaced with a pump from inventory.

Motion: Dan Schwarz moved to approve refurbishing the pump that was replaced for inventory. Jeff Kirk seconded and the motion carried.

X. OLD BUSINESS

A. *Discuss Grills on Decks*

The insurance company will require a rule prohibiting all gas grills on decks. Dan Schwarz suggested notifying owners after Labor Day of an October 31, 2024 deadline for removal.

B. *Waste Management Schedule*

This agenda item was not discussed.

XI. NEW BUSINESS

A. *Discuss Raising In-Unit Washer/Dryer Fee*

The fee is currently \$240/year. Chuck Montoya suggested raising it about 10% to \$270.

Motion: Chuck Montoya moved to raise the in unit washer/dryer fee to \$270/year effective May 1st. Dan Schwarz seconded and the motion carried.

B. *Bylaws & Declarations Update*

Discussion of this agenda item was tabled.

C. *Rules & Regulations Update*

Discussion of this agenda item was tabled.

D. *Glycol in the Heating System*

Discussion of this agenda item was tabled.

XII. SET NEXT MEETING DATE

The next Regular Board Meeting was scheduled for May 23, 2024 at 6:30 p.m.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:27 p.m.

Approved By: _____ Date: _____

Board Member Signature