

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
May 23, 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*
Patti Lewis, Director*	Chris Heer, Director
Bryan Brunevand, Director (joined at 6:38 p.m.)	

Owner Matt (C303) was a guest at the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Also participating were Heber Rojas, Alan Rojas and Carlos Rojas representing HM Realty. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the April 25, 2024 Board Meeting minutes as presented. Chris Heer seconded and the motion carried.

IV. OWNER CONCERNS

There were no owner comments.

V. FINANCIALS

A. Check Register

Motion: Dan Schwarz moved to approve the April check register. Parker Wrozek seconded and the motion carried.

B. 2023/2024 Year-End as of April 30, 2024

Parker Wrozek reviewed the Balance Sheet. Total Cash was \$188,232, Accounts Receivable were \$13,784, Fixed Assets were \$10,068, Other Assets were \$27,876 and Total Assets were \$239,960. Total Liabilities were \$95,440.

Income Statement variances were:

1. Total Income – \$3,554 unfavorable to budget due to lower Washer/Dryer revenue.
2. Total Administrative –\$19,258 favorable to budget due to savings in the Management Contract.
3. Total Clubhouse – \$1,126 unfavorable to budget.

4. Total Insurance - \$10,398 unfavorable to budget.
5. Total Repairs & Maintenance - \$23,404 favorable to budget.
6. Total Utilities –\$10,266 unfavorable to budget due to overages in Water & Sewer and Trash.
7. Total Expenses - \$20,754 favorable to budget.
9. Reserve Income - \$3,068 unfavorable to budget due to fewer unit sales.
10. Reserve Expenses - \$90,838 favorable to budget.
11. Total Excess Revenue - \$87,770 favorable to budget.

Motion: Dan Schwarz moved to approve the April Financial Report. Chris Heer seconded and the motion carried.

VI. LAUNDRY UPDATE

Dan Schwarz reported that no coins or credit card charges have been collected for the month of May and no commission was paid last month. A sign has been posted in the laundry room recommending users go to the laundromat.

Action Item: Dan Schwarz will work with attorneys to send notification of termination of the contract in September.

VII. DELINQUENCIES

Patti Lewis will run an updated report and forward it to the Board.

VIII. WATER REPORT

Bryan Brunvand expects to receive the latest report in the few weeks and will prepare a summary for review next month.

IX. PROPERTY REPORT

Alan Rojas reviewed the following projects:

1. Boiler – Some portions may require re-piping.
2. Indoor Hot Tub – The hot tub is currently out of service pending receipt of a replacement part.
3. Clubhouse – The entire Clubhouse was deep cleaned and air fresheners were installed to address odor complaints.
4. Storage Lot – There are 10 abandoned tires that should be recycled. The cost will be \$10/tire.
5. Heat Exchanger – The new heat exchanger in Building I is working well.
6. Ice Melt – The ice melt buckets have been placed in storage.
7. Booting/Towing – Some owners are very pleased with the effectiveness of booting and towing and have requested one additional sweep of the lots at night.
Action Item: BPM will try to contact the owner of D304 regarding the requirement to display parking passes.
8. Siding – The replacement siding has not yet been delivered.
9. Landscaping – The grass was treated with weed and feed.
10. Clubhouse Doors – Self-closing mechanisms are being installed on all doors.

X. OLD BUSINESS

A. *Grills on Decks*

This topic will be discussed at the Annual Meeting on July 20th.

XI. NEW BUSINESS

A. *Annual Meeting*

Dan Schwarz will not be able to attend the Annual Meeting. He will create a slideshow on Google Drive and provide notes.

B. *In Unit Washer/Dryer Fees*

The Board has discussed raising the fees to \$270/unit/year. Dan Schwarz wants to ensure owners are being billed.

Action Item: The HM team will inspect the attics to determine if any additional vent holes have been cut.

C. *High Country Conservation*

On June 6th, there will be a discussion of energy use and energy efficiency upgrades. Parker Wrozek will be traveling. Dan Schwarz asked him to forward the information and he will try to attend.

D. *Bylaws & Declarations Update*

Discussion of this agenda item was tabled.

E. *Rules & Regulations Update*

Discussion of this agenda item was tabled.

F. *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 June 27, 2024 at 6:30 p.m.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:20 p.m.

Approved By: _____ Date: _____
Board Member Signature