

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
July 21, 2025**

I. CALL TO ORDER

The meeting was called to order at 5:32 p.m. in the Basic Property Management office and via videoconference (*).

Board members present were:

Richard Garcia, President, T106	Willie Hoevers, Vice President, J206
Bob Price, Treasurer, G305*	Joy Helcoski, Secretary, B106*
Sarah Olson, Member, R305*	Tammy Ramsey, Member, G101/N105/P303*

Owners Andy Waugh (R305), Jacob Lockard (R304), Pamesh Agrawal (A303), Jim Scheuneman (A205), Thomas Lesjak (W301) and Linda Elinoff (BB201) were guests at the meeting. Monroe Roofing representatives participating were Darren Bautista, Jason Wood, Chris Lopez, Mathew Sole and Edmund Aguilera. Carlos Rojas of HM Realty was present.

With six Board members present, a quorum was confirmed.

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

II. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: Willie Hoevers moved to approve the June 16, 2025, Board of Directors Meeting minutes as presented. Sarah Olson seconded, and the motion carried.

III. TREASURER'S REPORT

Bob Price reported that the Association was about \$86,000 (4%) unfavorable to budget year-to-date. Income was \$845 favorable to budget for the month and \$3,100 favorable to budget year-to-date. The final insurance payment of \$33,400 was made to settle the former policy. Insurance was \$79,000 unfavorable to budget. Following repeated requests from Matt Litowkin to review the account, the Dillon Water District found a formula error from last year that resulted in a credit of \$38,000. Natural Gas was \$1,200 favorable to budget for the month and \$13,000 unfavorable to budget year-to-date. The carpet project was completed with \$2,000 under budget. The additional expenditure of \$1.1 million for roofing will hit in July. Painting is in progress.

The Association ended June with \$2.46 million in cash consisting of \$28,000 in Operating and \$2.18 million in Reserves. It was determined that the Working Capital funds can be used if needed. The Association ended the month of June with \$40,700 favorable to budget, mainly due to the Water & Sewer refund. Reserve expenditures to date totaled \$624,000.

The total delinquent balance as of the end of June was \$4,408. June collections were \$10,112. Several owners will come current next month. One or two have been sent collection notices or sent to collections.

Motion: Sarah Olson moved to approve the Financial Report. Willie Hoevers seconded, and the motion carried.

IV. FINES & HEARINGS

There were no fines or hearings.

V. MANAGER'S REPORT

The following items were discussed:

1. A tree fell into the parking lot and hit a vehicle, causing cosmetic damage to the roof and rear panel. Gary Nicholds said the vehicle owner did not have comprehensive coverage to pay for the damage repair. Gary is trying to connect with the claims adjuster.
2. Bob Price asked if irrigation had been cut back for cost savings. Matt Litowkin said frequency has been kept the same.
3. Sarah Olson asked about the damaged electrical and Comcast boxes. Matt Litowkin said there are pedestals for Xcel, Comcast and Century Link. Service requests have been submitted for two of the damaged Comcast pedestals and he will place a call for the Xcel pedestal. Maintenance of the boxes is not a DVE responsibility.
4. Straight Creek Drive is ripped up from the intersection of Deer Path Road to the east while the Dillon Valley Water District replaces the sewer lines. Matt Litowkin is getting daily updates from the Foreman. Traffic is one lane and there are flaggers. Buildings are being affected by water shutoffs. They will also be replacing the lateral lines. The project completion deadline is August 24th. The road will be repaved once all work is completed.

VI. ARCHITECTURAL REVIEW COMMITTEE

Sarah Olson said Richard Garcia handled a request regarding a shed.

VII. OLD BUSINESS

A. Update Policy for Patio Fences

Sarah Olson has drafted the policy.

Action Item: Richard Garcia will post the updated policy on the website.

B. DVE Vision 2025

Bob Price is concerned about future expenses and the impact of inflation. The Board has been looking at options for decreasing expenses and/or increasing revenue. The first two items being considered are storage lot fees and Comcast service provided within the dues structure.

C. Reserve Study

Bob Price said the last Reserve Study was done in 2003. Three bids for an updated Reserve Study were received ranging in price from \$3,700 - \$8,250. The Board voted unanimously to accept the \$3,700 bid from Advanced Reserve Solutions. They conducted an on-site inspection on July 8, 2025. Their questions were answered, and additional information was provided on July 16, 2025. A-Peak Asphalt and BPM are working on evaluating the 16 parking lots. The final draft of the Reserve Study is expected by early August.

D. Roof Ice Removal

This agenda item was discussed under Section (VII)(J) below.

E. Universal Recycling Ordinance

Sarah Olson has not received a written response but was told the recommendation of the committee was full funding of the \$50,000 DVE request. She should have a formal response by August 1st.

F. Replace Entry Carpets in 15 Stacks

The project has been completed, and the invoice has been paid.

G. Trees Above A and B Buildings

Gary Nicholds walked the area with Hannah Olsen, the wildfire specialist. She was not very concerned about the brush or trees near A Building, many which are on Dillon Water District property. They discussed applying for a County grant for tree removal and fire mitigation. They will walk the property again tomorrow and mark all trees that should be taken down in the near future for inclusion in the grant request.

H. Comcast Cable Contract

The Comcast contract is about \$220,000/year for basic cable. It is not known how many owners actually use the cable service. Adrienne Isaac is working with the Comcast representative on options for continued service. An owner survey will be conducted. The current contract expires November 30, 2025, and 90 days' notice of termination is required. Bob Price recommended canceling the contract if a decision has not been made by September 29th.

I. Long-Term Storage Lot Rate Increase

Sarah Olson did market research on pricing for storage facilities in Fairplay and Kremmling. The average in Fairplay and Kremmling is about \$80/month. She proposed stepping up the prices phased over two years. Option 1 is \$40/month for small spots for the first year and \$80/month for the second year and \$80/month for large spots for the first year and \$100/month for the second year, effective October 1, 2025. Option 2 is \$30/\$60/month for small spots over two years and \$35/\$70/month for large spots over two years.

Motion: Sarah Olson moved to accept Option 1. Joy Helcoski seconded, and the motion carried.

Action Item: BPM will send communication to all owners regarding the new fee structure.

J. Painting & Roofing

The Monroe Roofing representatives reviewed the status of the project. The project is almost finished. GAF, the shingle manufacturer, will do a warranty inspection. All 25 roofs are complete, including tying in to the chimney saddles. Gutters have been installed on Buildings A – J and Buildings AA – O gutters should be done next week. A preliminary punch list was completed. The counterflashing is completed. Diverters are not recommended by any shingle manufacturer because they put holes in the shingles and cause backflow, which can result in leaks. There are continuous 6" aluminum gutters on the fronts of all buildings hung from 24" on center brackets. If the diverters are not installed, the expense will be credited. The additional plywood was approved. The contract includes 7,500 feet of gutter. The third-party inspector will be GAF themselves and Darren Bautista, who is a registered roof observer, will be doing the final inspection. They are

looking at a “Systems Plus” warranty to extend the original warranty. They will provide a packet of information that specifies actions that will void the warranty, such as damaging shingles with picks during ice dam removal.

Action Item: Gary Nicholds will respond to Jacob Lockard’s comments directly tomorrow.

The buildings scheduled for painting this year are A, X, Y, Z and BB. Matt Litowkin will walk the buildings with the Foreman once all painting is completed.

K. Submission for a Dog Park

This project is on hold until next year. Bob Price requested a scale drawing. He had questions about the size and location, if it would have a positive impact, possibly charging a fee for use, concerns about noise and odor, the type of surface, County ordinances, the impact on insurance, the need for security cameras, water, seating, signage and how to handle abuse. The Board should discuss these items before deciding to include the expense in the budget. Rules and a policy will need to be drafted.

Action Item: Bob Price will send the document with his concerns to all Board members.

L. Towing

Carlos Rojas of HM Realty gave an overview of their booting and towing program, which they provide for Dillon Valley West and Lake Cliffe. They have a CDOT license that enables them to boot vehicles. Vehicles that do not display a parking pass can be booted and if the violation is not resolved within 48 hours, the vehicle can be towed. Their program has been very successful at the other properties. Towing is handled by JH Towing, and the cars are taken to their lot. HM Realty checks vehicles for parking passes during the evening hours. An agreement would have to be signed between HM Realty and the Association. There is no cost to the Association. HM Realty retains all revenue. HM Realty will provide the signage.

The process entails first checking for a parking pass. If there is no pass, they take a picture of the vehicle, note the location and license plate and then boot. They can assist with identifying other parking violations such as parking the wrong end in or abandoned vehicles.

The next step will be to create a policy, obtain parking passes and provide information to the owners. The parking passes will have the building identification and random numbers for the units. Joy Helcoski volunteered to work on this.

Action Item: Sarah Olson will send the information she drafted last year to Joy Helcoski.

M. Line of Credit

The Board previously discussed establishing a line of credit given the impact of the roofing project expense (\$1.7 million). It would provide a safety net while the balance is being rebuilt. Bob Price approached Wells Fargo, US Bank and Alpine Bank. Wells Fargo and US Bank do not offer such Lines of Credit to non-profits or associations. Alpine Bank could provide a line of credit up to \$400,000 for 24 months. The costs would be a 1% origination fee, \$2,500 for the bank attorney fees and \$1,000 for the DVE attorney fees, equating to \$7,500 total. The interest rate would be prime plus 0.5% during the draw period, with payments for interest only, and then an adjustment to JP Morgan prime plus

0.5%. During the repayment period, there would be repayment of principal plus interest. The loan would typically be converted to a 5/1 ARM for a ten-year term with no pre-payment penalty. He does not recommend applying for a line of credit right now since the funds are not needed and interest rates are expected to go down.

VIII. NEW BUSINESS

A. Annual Meeting

The Annual Meeting will be held on Saturday, September 20, 2025, in the DVE Clubhouse at 10:00 a.m. There was agreement to provide a catered lunch after the meeting.

IX. OWNER COMMENTS

1. Dog Park – Owner concerns included potential liability and subsidizing a dog park when not all owners have dogs.
2. Comcast – An owner was in favor of eliminating the Comcast service.
3. Finance – There was a suggestion to sell the Association-owned unit (W101) to generate \$500,000 of income and \$7,000/year and to eliminate the property taxes instead of taking out a loan.
4. Recognition – An owner recognized the Board and BPM for their diligence and upkeep of the property.

X. NEXT BOARD MEETING

The next regular Board Meeting is scheduled for August 18, 2025, at 5:30 p.m.

XI. EXECUTIVE SESSION

The Board convened Executive Session at 7:22 p.m. to review delinquencies and reconvened Regular Session at 7:26 p.m.

There was agreement not to waive late fees for owner #6 on the delinquency list which is not available to owners.

Motion: Sarah Olson moved to send owner #1 on the delinquency list to collections. Joy Helcoski seconded, and the motion carried.

XII. ADJOURNMENT

The meeting was adjourned at 7:27 p.m.

Approved By: _____

Board Member Signature

Date: _____