

DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING
August 18, 2025

I. CALL TO ORDER

The meeting was called to order at 5:30 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*	Adrienne Isaac, Member, Y206*

Owner Jacob Lockard (R304) was a guest at the meeting.

With six Board members present, a quorum was confirmed.

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Matt Litowkin. Matthias Krainz of Summit Management Resources transcribed the minutes from recording.

II. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: Willie Hoevers moved to approve the July 21, 2025 Board of Directors Meeting minutes as presented. Joy Helcoski seconded and the motion carried.

III. TREASURER'S REPORT

Bob Price reported that the Association was about \$132,000 unfavorable to budget year-to-date, with \$124,600 (94%) of the overage resulting from insurance costs. Income was \$3,345 favorable to budget for the month and \$6,500 favorable to budget year-to-date. Water & Sewer was \$9,100 unfavorable to budget for the month and \$645 favorable year-to-date, but an unfavorable year-end is expected due to the Dillon Water District rate increase of 5% versus the 4% budgeted. Natural Gas was \$4,300 favorable to budget for the month and \$8,700 unfavorable to budget year-to-date (down from \$13,000 unfavorable last month). The Association ended July with \$2.1 million in cash consisting of \$54,000 in Operating and \$1.56 million in Reserves. The Association ended July \$46,000 unfavorable to budget, largely due to timing of invoices.

Reserve expenditures of around \$400,000 are expected to post before year-end, leaving an estimated balance of \$1.1 million at year-end. The carpet and painting projects were completed \$3,500 under budget. The roof project, including new gutters & downspouts, is almost complete, and the final \$146,000 due in 2025 will be paid once the project is inspected and accepted by the Board. Monroe Roofing has agreed to defer an additional \$245,000 without interest until 2026.

Delinquencies were reviewed. Five units listed in the report have since come current and should drop next month. Three owners short-paid; one account was already approved and is in collections, and two additional accounts are pending possible collection action.

Motion: Joy Helcoski moved to approve the Financial Report. Adrienne Isaac seconded, and the motion carried unanimously.

IV. FINES & HEARINGS

There were no fines or hearings.

V. MANAGER'S REPORT

Matt Litowkin distributed his report prior to the meeting, and noted the following:

1. Jorge has left. A new full-time maintenance staff member has been hired and started the prior week. Training is ongoing.
2. Several recent issues have required repairs in the boiler rooms. Many parts are aging or reaching the end of their lifecycle. Components such as pumps and hot water tanks are kept in stock to allow for quick replacement. Routine inspections occur weekly, with documentation maintained.

VI. ARCHITECTURAL REVIEW COMMITTEE

Sarah Olson reported that one ski locker request was submitted but later withdrawn by the owner.

VII. OLD BUSINESS

A. Insurance

Bob Price noted that the Association signed a Broker of Record agreement with Assured Partners, who will conduct a site inspection and risk assessment. Jessica Abt from Assured Partners toured the property. Gary Nicholds said that insurance companies may require removal of grills in the future, but no current mandate exists.

B. DVE Vision 2025

The first two items considered at the previous meeting were storage lot fees and Comcast service provided within the dues structure. These agenda items are discussed under Section VII.

C. Reserve Study

ARS will provide the Association with a first draft within 10 days.

D. Universal Recycling Ordinance

Sarah Olson reported the County Commissioners' vote was delayed until August 26th.

E. Trees Above A and B Buildings

Alpine Tree Service completed significant work last fall. Since then, Gary Nicholds walked the property with Hanna Olson and identified additional trees and brush for removal. These were marked with blue ribbons and will be included in a grant application. Three arborist proposals are being gathered.

F. Comcast Cable Contract

The Comcast contract is about \$226,000/year for basic cable. The current contract expires November 30, 2025, and termination must be given by September 30, 2025. Comcast owns the exterior wiring, and a site walk with technicians is scheduled for August 28th to assess the wiring. Any required wiring upgrades would not occur until spring or summer 2026.

Comcast's standard contract term for bulk service is three years. Comcast has proposed two service package options: an HD service plus internet at \$55/unit/month or an internet-only plan at \$37.50/unit/month (\$187,000 annually).

Although Option 2 would lower costs, it is still more than what some individual owners pay for internet service. Comcast would pay for necessary wiring upgrades. Owners could contract individually with Comcast if the Association canceled the bulk agreement but at retail rates with no bulk discount.

Motion: Bob Price moved to issue a termination notice to Comcast for the current bulk cable/internet contract to avoid automatic renewal and provide leverage in negotiations. Willie Hoevers seconded, and the motion carried unanimously.

Action Item: Adrienne Isaac will draft a survey for owners outlining the Comcast proposals and circulate it to the Board prior to distribution.

Action Item: Adrienne Isaac and Gary Nicholds will continue working with Comcast and report back on the results of the wiring assessment and any revised contract options.

G. Long Term Storage Lot Rate Increase

The Board approved the rate increase at a prior meeting.

H. Long Term Storage Lot Policy

Joy Helcoski presented a draft revision of the Storage Lot Policy. There are no major changes, but the language has been reorganized for clarity. The key points were:

1. Priority Order - Owners are given priority over tenants. Tenants may rent a space before owners seeking a second space.
2. Renewals - Tenants and owners with a second space will not automatically renew if there is a wait list.
3. Wait List - If only tenants remain on the wait list, a tenant already holding a space may continue to renew until an owner is added to the list.

Joy clarified that for renewals, owners with one space would continue to auto-renew, but tenants and owners with second spaces will be notified if a wait list exists. The Board agreed to continue billing for parking in a single annual payment, rather than monthly billing, noting that installment billing would complicate collections.

In practice, renters are not added to the wait list but some renters have grandfathered spaces. The Board agreed that those renters would be exempt from the new policy under a grandfather clause.

Motion: Sarah Olson moved to approve the revised Storage Lot Policy. Willie Hoevers seconded, and the motion carried unanimously.

Action Item: Joy Helcoski will send the final updated policy to Richard Garcia and draft a letter to be distributed to current space holders.

I. Carpet Replacement in 15 Stacks

The carpet and pads have been replaced and payment has been made.

J. Roofing Project

Monroe Roofing is completing punch list items and is one or two days from completion of the project. The GAF warranty inspection is pending. Approximately \$145,000 is being withheld pending completion, in addition to the \$245,000 that Monroe has agreed to defer without interest until 2026. Bob Price noted that the project total is just over \$1.7 million. **Action Item:** Matt Litowkin will confirm with Monroe if ice dam removal will affect the roof warranty.

K. Painting Project

Painting of the five buildings is complete. The letter was replaced on Building BB and trim pieces were touched up. The invoice has been paid.

L. Booting

The HM Realty contract is under legal review. Once completed, HM will acquire and install signage on the property. The Board still needs to arrange for new parking tags. Joy Helcoski circulated draft parking and booting rules, which will limit booting to major violations such as lack of a permit or occupying another's assigned space.

Sarah Olson noted discrepancies between the current online Parking Policy and the draft circulated, particularly regarding oversized vehicles. Richard Garcia said the policy language should be more explicit in defining "oversized vehicles."

Action Item: Joy Helcoski will resend the updated draft parking and booting rules with tracked changes so the Board can review specific revisions, particularly related to oversized vehicles.

VIII. NEW BUSINESS

A. Line of Credit

Bob Price reported that a line of credit is not being pursued at this time. The Association expects to end the year with a strong Reserve balance, and a borrowing facility is not currently needed. This item may be revisited next year, if interest rates drop.

B. Annual Meeting Voting Process

The Board discussed procedures for nominations and voting at the upcoming Annual Meeting. Gary Nicholds reported that, per legal counsel, absentee ballots should not be distributed as they create opportunities for ballot harvesting. Voting will be limited to proxies and owners present at the meeting. Owners attending via Zoom will not be able to cast votes but can submit a directed proxy in advance. Owners may designate any member in good standing as their proxy, including a Board member. Owners and Board members may campaign to be assigned proxies.

The Board discussed measures to ensure the integrity of the proxy process. Gary Nicholds suggested using color-coded ballots corresponding to unit size (studio, one bedroom, two

bedroom, etc.). Proxies will be reflected in the same manner and ballots will be tallied by color groups at the close of voting.

Action Item: Gary Nicholds will consult with the Association attorney regarding secure proxy identifiers and report back to the Board.

IX. OWNER COMMENTS

1. Jacob Lockhard expressed concern about the Comcast termination deadline, requested clarity on survey distribution, and noted maintenance issues with bird droppings on Building H.
2. Jacob Lockhard questioned the roofing project cost overruns, specifically the discrepancy between the \$324,000 and \$245,000 figures. Bob Price clarified that the revised change order was \$245,000, down from the original \$324,000, with the Association paying \$1.465 million in 2025 and the remaining \$245,000 in 2026.

Action Item: The Board will send Jacob Lockhard a breakdown of the roofing costs.

X. NEXT MEETING

The Annual Meeting is scheduled for September 20, 2025. The next Board Meeting will occur in the Clubhouse directly after the Annual Meeting.

XI. EXECUTIVE SESSION

The Board convened Executive Session at 6:50 p.m. to review delinquencies and reconvened Regular Session at 6:53 p.m.

Motion: Adrienne Isaac moved to send delinquent owners #2 and #3 to collections. Willie Hoevers seconded, and the motion carried unanimously.

XII. ADJOURNMENT

The meeting was adjourned at 7:07 p.m.

Approved By: _____

Board Member Signature

Date: _____