

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 17, 2025**

**I. CALL TO ORDER**

The meeting was called to order at 5:34 p.m. in the Basic Property Management office and via videoconference (\*).

Board members present were:

Richard Garcia, President, T106\*

Joy Helcoski, Secretary, B106\*

Willie Hoevers, Member, J206

Tammy Ramsey, Member, G101/N105/P303/Z304\*

Owner Pamesh Agrawal (A303/H303/N103/T104/Z204) was a guest at the meeting.

With four Board members present, a quorum was confirmed.

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Madison Tomson. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

**II. APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

**Motion:** Willie Hoevers moved to approve the October 20, 2025 Board of Directors Meeting minutes as presented. Joy Helcoski seconded and the motion carried.

**III. TREASURER'S REPORT**

Bob Price was not present to provide a report.

**IV. FINES & HEARINGS**

There were no fines or hearings.

**V. MANAGER'S REPORT**

Matt Litowkin distributed his report prior to the meeting.

**VI. ARCHITECTURAL REVIEW COMMITTEE**

Sarah Olson was not present to provide a report.

**VII. OWNER FORUM**

There were no owner comments.

**VIII. OLD BUSINESS**

*A. Insurance*

Richard Garcia reported that the Association's insurance policy renewal has been finalized and signed. Gary Nicholds noted the premium was lower than originally anticipated. He confirmed the coverage includes wildfire and law and ordinance protections.

*B. DVE Vision 2025*

Discussion of this agenda item was deferred due to the absence of Bob Price.

*C. Reserve Study*

Bob Price circulated the latest Reserve Study update by email. Discussion was deferred due to the absence of Bob Price.

*D. Universal Recycling Ordinance*

Timberline Disposal returned dumpster sizing options. Preliminary feedback indicates little to no cost increase once compliance changes are made. Final figures will be provided once Timberline completes its internal review.

*E. Trees Above A and B Buildings*

Gary Nicholds reported that the grant submission to Summit County has been completed. The decision may be sooner than initially expected, possibly December instead of January.

*F. Comcast Cable Contract*

Richard Garcia confirmed that the Board-approved Comcast agreement has been executed. Comcast indicated a two to three month window before installation and full functionality upgrades. Temporary above ground cable may be used during frozen ground conditions. Internet only service will replace basic cable TV channels once the transition is complete. Owners may upgrade speeds individually through Comcast if desired.

Pamesh Agrawal asked how current individual internet contracts with Comcast will be handled, what the internet speed will be and that a communication be sent to owners to ensure residents are not surprised by cable service termination. Richard Garcia stated that owners should discuss any contract changes directly with Comcast. Speed will increase slightly and streaming platform choices will remain up to each owner. Communication will occur before the changeover.

*G. Long Term Storage Lot Policy & Rate Increase*

Joy Helcoski confirmed that the revised policy and rate increase have been implemented. This topic will be removed from future agendas.

*H. Booting*

Gary Nicholds reported that implementation is planned for January 1, 2026. Parking passes have been ordered and coded for privacy. Signage has been ordered. A letter to all owners is being finalized. Multiple reminders will be sent in December. Notices will be posted on building entrances in English and Spanish. Joy Helcoski requested that the updated Parking Rules be posted on the website before communications go out.

*I. Sewer Backup*

A lower level unit experienced a sewer line blockage. Ace Sewer & Drain cleared and scoped the line, noting grease build-up and an area of settled pipe. They recommended annual jetting or replacement of the affected section of pipe.

## VIII. NEW BUSINESS

### A. *Current Financials*

Madison Tomson presented the financial report through October 31, 2025. There was \$338,402 in Operating cash and \$1.020 million in Reserve cash for a total of \$1.36 million. There was an Operating deficit of \$110,000, mainly due to the increased insurance cost and a Reserve deficit of \$1.5 million due to the roofing project funding. Repayment of the insurance cost overage will begin in fiscal year 2026.

**Motion:** Joy Helcoski moved to approve the Financial Report. Willie Hoevers seconded and the motion carried unanimously.

### B. *2026 Budget Approval*

Madison reviewed two budget scenarios, one with 50% repayment of the Reserve debt in 2026 and a second with 100% repayment of the Reserve debt in 2026. The Board consensus was to pursue the 50% strategy to maintain flexibility in 2027.

Projected dues increases are \$3/month for studios, \$6/month for one bedrooms, \$9/month for two bedrooms and \$11/month for three bedrooms.

**Motion:** Joy Helcoski moved to approve the 2026 Budget including a 50% Reserve debt repayment plan, effective January 1, 2026. Willie Hoevers seconded and the motion carried unanimously.

### C. *Laundry Facilities Lease*

Richard Garcia executed a new lease based on Matt Litowkin's recommendation. Updated laundry machines will allow app-based payment and provide a small amount of revenue for the Association.

## IX. NEXT MEETING

The next Board Meeting was scheduled for Monday, December 15, 2025, to be followed by a holiday gathering at Tavern West.

## X. EXECUTIVE SESSION

The Board convened Executive Session at 6:04 p.m. to discussion collections and resumed Regular Session at 6:08 p.m.

**Motion:** Willie Hoevers moved to send owner #5 to collections. Joy Helcoski seconded and the motion carried.

The Board agreed to waive the late fees for owner #6, whose late payment was attributed to mail forwarding issues and failure to inform BPM of an address change, with the condition that penalties will not be waived for future non-compliance.

## XI. ADJOURNMENT

The meeting was adjourned at 6:09 p.m.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_