

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
March 16, 2026**

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

Bob Price, Treasurer, G305*

Willie Hoevers, Member, J206

Joy Helcoski, Secretary, B106* (joined at 5:43 p.m.)

Owners Trent Devin (O104), Jeff Sill (H103), Chris Steele (O204) and Rich Davitt (O204) were guests at the meeting.

A quorum was confirmed after Joy Helcoski joined the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Matt Litowkin. The minutes were transcribed from recording by Summit Management Resources.

II. OWNER FORUM

Jeff Sill requested approval to install a manual crank awning over his ground floor patio. The awning would attach to the front of the deck above, be beige in color, extend about six feet and would be retracted during high winds and when not in use. The Board discussed the need for a scale drawing, color information and establishment of a policy as similar requests may follow. It was noted that installation on a limited common element may require an agreement addressing liability and damages. Jeff Sill was asked to submit written request with all details as discussed for Board review.

Owners Trent Devin and Chris Steele addressed a water leak originating from O304 apparently resulting from improper installation of a toilet by the unit owner. They reported extensive water damage to both their units, ongoing restoration work and continued moisture in the ceiling/floor assembly because the owner of O304 had not opened the floor for drying. They requested enforcement of owner insurance requirements and HOA assistance with the common element portion of the damage. **Action Item:** Gary Nicholds will contact the association attorney for guidance regarding next steps, owner responsibility, how to handle access to O304 for restoration and possible action involving the common elements.

III. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: Willie Hoevers moved to approve the February 23, 2026, Board of Directors Meeting minutes as presented. Bob Price seconded and the motion carried.

IV. TREASURER'S REPORT

Bob Price reported that due to issues with the transition to the new software, he received the financials late in the day and had not yet completed his written report. The Association has about \$1.25 million in cash, just over \$1 million in Reserves and just over \$200,000 in Operating. Year-to-date income was approximately \$2,300 unfavorable to budget, possibly related to unposted washer and dryer income. Year-to-date expenses were about \$12,000 unfavorable to budget, mainly due to overages in utilities. Comcast overbilled the Association by about \$13,000 and the credit should be reflected in March. Water and sewer accruals may need to be adjusted after first quarter bills are received. There was \$18,700 collected in February from two delinquent accounts and the remaining delinquent balance is about \$1,800 for nine units. He will complete and circulate his regular report later in the week.

V. FINES & HEARINGS

There were no fines or hearings.

VI. MANAGER'S REPORT

Matt Litowkin stated five smoke detectors were missing in different buildings. It was agreed notice should be sent to residents asking them to report smoke detectors that are not working rather than removing them when they begin beeping.

Bob Price asked about the age of the expansion tanks in certain buildings and pressure issues. Matt Litowkin said replacement parts installed in boiler rooms are typically dated, but he does not have a full history from before his tenure. He did not anticipate that all expansion tanks would begin failing at once. The current approach is to keep necessary parts in stock and address issues as they arise. He confirmed a heat exchanger was replaced in Building T and additional heat exchangers showing corrosion are being monitored, with replacements stocked for failure situations.

VII. ARCHITECTURAL REVIEW COMMITTEE

Sarah Olson was not present.

VIII. OLD BUSINESS

A. DVE Vision 2025/Reserve Study

Bob Price reviewed the new Reserve Study prepared by Advanced Reserve Solutions. The study reviewed 65 separate assets and concluded Reserves are about 78% fully funded, which is in the "good" range. He noted that the roof replacement completed in 2025 at a cost of about \$1.7 million is projected to cost about \$3.1 million when replacement is needed again in 2050. The key takeaways include considering seal coating after asphalt overlays, paying closer attention to aging boilers and increasing Reserve contributions over time. He reviewed a 10-year Reserve projection, which reflects a balance of approximately \$2.5 million by 2035, based on annual increases to Reserve contributions and interest income assumptions. The playground and tennis court renovations remain under discussion and were not removed from long term planning.

B. Universal Recycling Ordinance

There was discussion about the County recycling requirements and possible dumpster changes. Bob Price believes the Association must provide recycling volume equal to 50% of its trash volume and the recycling bins must be placed next to trash bins. He questioned if the current proposal would actually meet that requirement and raised concerns about enforcement, penalties, contamination of recycling containers and the overall cost effectiveness of the program. Willie Hoervers explained how contamination charges can be imposed when trash is mixed into recycling loads and noted the process has not been cost effective. Richard Garcia requested that Sarah Olson and Willie Hoervers lead the recycling initiative.

C. Trees Above A and B Buildings

Work is expected to start in the spring. Gary Nicholds will continue to follow up with Angelique Justich. He has contacted Derek Bloom with TSH Tree Service regarding timing. He expects to have more information by the next meeting.

D. Parking

Matt Litowkin reported that parking enforcement appears to be moving in a positive direction. The new parking passes and enforcement by HM encountered some initial problems but they appear to have been worked out. He has heard positive comments from renters, owners and Board members.

Action Item: Rich Garcia will ask Carlos Rojas for the monthly data on the number of boots and tows.

E. Comcast

Joy Helcoski did not have anything new to report.

Action Item: Joy Helcoski will contact Comcast before the April meeting to request an updated timeline.

F. Court Summons

Richard Garcia reported that he and BPM were issued a court summons, with a court date scheduled for April 13, 2026, in Summit County Combined Courts in Breckenridge. There was additional discussion about a records request and possible follow up with legal counsel.

Action Item: Gary Nicholds will contact Mike Lamb and include questions about the request and representation status.

G. Laundry Room

Matt Litowkin has not heard back about scheduling the installation of the new machines. The laundry room may need to be closed for one day during installation.

Action Item: Bob Price will send a note requesting an update on the installation schedule.

IX. NEW BUSINESS

There was no new business.

X. OTHER DISCUSSION

Bob Price asked if Board members should continue emailing management directly or begin using the new software system. Eric Nicholds stated that management wants owners to begin using the Vantaca system so communications are tracked, but Board members may continue using the current method for Board business until further training occurs. Gary Nicholds added that the system preserves historical communications, which may be useful if records are needed later.

XI. NEXT MEETING

The next Board Meeting was scheduled for Monday, April 20, 2026 at 5:30 p.m.

XII. ADJOURNMENT

The meeting was adjourned at 6:54 p.m.

Approved By: _____ Date: _____

Board Member Signature