

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**April 20, 2026**

**I. CALL TO ORDER**

The meeting was called to order at 5:31 p.m. in the Basic Property Management office and via videoconference.

Board members present were:

Richard Garcia, President, T106

Bob Price, Treasurer, G305\*

Tammy Ramsey, Member, G100/N105/P303/Z304\* (joined at 5:34 p.m.)

Sarah Olson, Member, R305\* (joined at 5:35 p.m.)

Adrienne Isaac, Member, Y206\* (joined at 5:35 p.m.)

Owners Jeff Sill (H103), Chris Steele (O204), Rich Davitt (O204) and Pamesh Agrawal (A303/H303/N103/T104/Z204) were guests at the meeting.

A quorum was confirmed after Tammy Ramsey joined the meeting.

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Attorney Mike Lamb attended. The minutes were transcribed from recording by Summit Management Resources.

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

**Motion:** Sarah Olson moved to approve the March 16, 2026 Board Meeting minutes as presented. Tammy Ramsey seconded and the motion carried.

**III. COURT SUMMONS**

Attorney Mike Lamb reported that the small claims lawsuit naming the Association and several parties was settled and dismissed with prejudice prior to the April 13, 2026 hearing, permanently barring the plaintiff from bringing those claims again. Each side was responsible for its own attorney fees.

**Action Item:** Gary Nicholds will forward relevant pleadings to Richard Garcia for posting on the homeowner website or portal.

**IV. TREASURER'S REPORT**

Bob Price presented the financial report for the period ending March 31, 2026. Washer and dryer income totaled \$6,875 in March, bringing year-to-date income to about \$4,100 over budget. Operating expenses were on target at \$170,018 actual versus \$170,993 budgeted, with notable costs including pipe leaks and a boiler heat exchanger replacement in Building Y. Water and sewer accruals remain pending due to a delayed invoice from Dillon Water District.

The Association ended March with \$1.31 million in the bank (\$25,000 in Operating and \$1.06 million in Reserves), with no Reserve expenditures. Year-to-date spending is slightly over

25% of budget. Planned 2026 Reserve projects totaling \$276,986 have not yet started. Delinquencies total \$3,231, and collection procedures are ongoing.

**Motion:** Sarah Olson moved to approve the Treasurer's Report. Tammy Ramsey seconded and the motion carried.

## V. FINES & HEARINGS

There were no fines or hearings.

## VI. MANAGER'S REPORT

In the absence of Matt Litowkin, Richard Garcia presented the Manager's Report. On April 15, 2026, three leaks were reported in a single day, all in PEX piping in the ceilings of lower-level units, with additional repairs made in boiler rooms. Early spring landscaping and outdoor cleanup have begun.

For upcoming projects, painting of Buildings S, T, U, V, and W is set to begin July 13, 2026, with notices to affected unit owners three weeks prior. A flooring contractor has been contacted for hallway, entryway, and stairway work, pending pricing. A-Peak Asphalt will meet with Matt Litowkin after spring break to plan parking lot repairs. Sarah Olson requested interior touch-up work for Building R, Units 105–306, due to rough paint and scuff marks.

**Action Item:** Gary Nicholds will add Sarah Olson's request to Matt Litowkin's list upon his return.

## VII. ARCHITECTURAL REVIEW COMMITTEE

Sarah Olson reported there was no Architectural Review Committee business other than Jeff Sill's awning request, which was addressed under Old Business.

## VIII. OLD BUSINESS

### A. *Universal Recycling Ordinance*

Sarah Olson did not have an update but noted the Association needs to move forward as only one year from the date of signature is allowed and she signed it on September 20, 2025. Her prior point of contact has left for another position.

### B. *Trees Above A and B Buildings*

Gary Nicholds received an email from Derek Bloom and expects follow-up sometime in early June.

### C. *Parking*

During March, three abandoned vehicles were towed, and five others were tagged and resolved. Vehicles without current parking permits are being tagged. A concern was raised regarding two vehicles reported in March with no parking pass or expired tags that had not yet been addressed.

**Action Item:** Gary Nicholds will follow up with Matt Litowkin on the unresolved March parking complaint and escalate to the parking contact if needed.

*D. Comcast*

Richard Garcia read Joy Helcoski's Comcast update. Core drilling in building maintenance closets has begun, though a completion date has not yet been provided. Comcast indicated a 30-day window to process accounts and notify owners. A Comcast representative has been invited to the May Board meeting to answer questions.

**Action Item:** Joy Helcoski will follow up with Comcast to confirm the timeline and May Board meeting attendance.

*E. Laundry Room*

Bob Price reported that after applying pressure to the vendor, he expects confirmation between April 21 and May 1 regarding if the equipment replacement will occur in June.

**Action Item:** Bob Price will continue to follow up with the laundry equipment vendor and report on the installation timeline at the May meeting.

*F. Awning Request*

Richard Garcia reported that Jeff Sill had submitted plans for a retractable awning. Board members had no objections to the proposal. Bob Price noted that an existing fencing/patio policy could serve as a basis for drafting an awning policy for legal review.

**Motion:** Bob Price moved to approve Jeff Sill's awning request in advance of finalizing the associated legal documentation and policy. Sarah Olson seconded and the motion carried.

*G. Water Damage - Unit 0204 / Chris Steele & Rich Davitt*

Chris Steele updated the Board on water damage to his unit caused by a plumbing issue originating in the unit above. Restoration has been completed at a cost of approximately \$11,000, with total repair costs estimated at \$18,000-\$20,000, both covered by their insurance. The primary concern raised was that the owner of the unit above does not carry homeowner's insurance, leaving Chris Steele and Rich Davitt vulnerable should the issue recur.

Sarah Olson noted that Section 10.1.4 of the Declarations requires each owner to maintain an HO-6 homeowner's policy. Bob Price suggested a formal notice of violation be sent to the non-compliant owner.

**Action Item:** Gary Nicholds will re-inspect the unit above for moisture levels with Kinder Restoration.

**Action Item:** Gary Nicholds to consult association attorney Lindsay Smith on HOA enforcement options, including the possibility of obtaining insurance on the owner's behalf and charging it back.

**Action Item:** BPM will send a formal notice of violation regarding failure to maintain required homeowner's insurance per Section 10.1.4 of the Declarations.

**IX. NEW BUSINESS**

*A. Dues & Fines Payments*

Effective immediately, the Clubhouse will no longer accept payments for dues or fines. Owners have been notified of the change.

*B. Grill and Open Flame Policy – Insurance Requirement*

The Association's insurance carrier required the addition of a no open-flame policy to the Rules and Regulations, prohibiting all open flames, including gas, charcoal, and pellet grills, on decks, balconies, or within 10 feet of any structure. The update to Section 1.15 was made promptly to avoid policy rescission.

A suggestion was made to consider communal grilling areas as an alternative for residents. It was noted that electric grills remain permitted. Sarah Olson pointed out that wood-burning fireplaces pose a higher fire risk given past chimney fires on the property.

**Action Item:** Gary Nicholds will send the updated Rules and Regulations Section 1.15 to the Board for review.

**Action Item:** Richard Garcia will conduct an online email vote for formal Board approval of the updated grill policy.

**Action Item:** Bob Price will follow up with Assured Partners regarding the insurance carrier's requirements.

**Action Item:** Gary Nicholds will add indoor fireplace and chimney safety as a discussion item on the agenda for the next meeting.

**X. OWNER COMMENTS**

There were no owner comments.

**XI. EXECUTIVE SESSION**

There was no Executive Session.

**XII. NEXT MEETING**

The next Board Meeting was scheduled for Monday, May 18, 2026.

**XIII. ADJOURNMENT**

The meeting was adjourned at 6:30 p.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Member Signature