DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
August 17, 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
Joy Helcoski, Secretary, B106
Sarah Olson, Member, R305*
Willie Hoevers, Member, J206
Tammy Ramsey, Member, G100/N105/P303/Z304*

Owner Jeff Sill (H103) was a guest at the meeting.

A quorum was confirmed.

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

II. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: Willie Hoevers moved to approve the July 20, 2026 Board Meeting minutes as presented. Joy Helcoski seconded and the motion carried.

III. TREASURER'S REPORT

Bob Price reviewed the Treasurer's Report through July 2026. Income was $1,300 favorable to budget. Laundry income was still unpredictable because the Association does not receive its share on a fixed schedule. Utilities were favorable, driven mainly by Cable/Internet and Natural Gas. Administrative expenses were $6,400 unfavorable mainly due to Legal and pipe leaks, drywall repairs and boiler work impacted Repairs and Maintenance. The Association was $3,100 favorable for the month and 1.7% favorable year-to-date.

Cash totaled $1.42 million, with about $40,000 in Operating and $1.38 million in Reserve. Hallway carpet installation began today and painting is in progress. Several other Reserve projects have not yet started. Owner delinquencies totaled about $7,700. One account was already with the attorney and another will be discussed in Executive Session.
Motion: Joy Helcoski moved to approve the Treasurer's Report. Willie Hoevers seconded and the motion carried.

IV. FINES & HEARINGS

There were no fines or hearings but some warnings were issued that could lead to fines.

V. MANAGER'S REPORT

Aging boiler and hot water equipment continued to require attention. Staff supplemented the biweekly boiler log with additional checks. A recent boiler repair briefly closed the Clubhouse and laundry room.
Action Item: Matt Litowkin will keep records of boiler and hot water tank repairs for the next budget cycle.

The new CSC laundry payment system had intermittent network outages that temporarily prevented use of the washers and dryers.
Action Item: Matt Litowkin will continue documenting CSC outages and service issues so the Association has a record if the contract needs to be escalated or reconsidered.

VI. ARCHITECTURAL REVIEW COMMITTEE

Sarah Olson has not received any architectural review requests. She noticed a large weed growing up the side of the building across from R Building and unpainted wood trim on a recently painted building. Jeff Sill said there was a bright white replacement window in J Building that did not comply with the specified canvas, almond or off-white colors. The Board noted that required architectural review forms were not consistently being submitted and requested legal guidance regarding the correction of noncompliant upper floor windows.
Action Item: Sarah Olson will confirm which building has the unpainted trim.
Action Item: Matt Litowkin will contact the affected owners regarding the trim and J Building window.
Action Item: Richard Garcia will ask the Association attorney how noncompliant window colors should be addressed.

VII. OLD BUSINESS

A. *Insurance*

The broker is marketing the November insurance renewal. Property insurance rates appear to be easing but Bob Price does not yet have information about the other coverages. No carrier has agreed to insure the property if gas grills remain on decks or within 10 feet of the buildings. Renewal pricing should be available by early to mid-October. The outdated grill language on the Association website was addressed under New Business.

B. *Universal Recycling Ordinance*

The ordinance requires capacity for recycling equal to 50% of trash service volume. Installing recycling containers at every trash enclosure would require additional space, pads and enclosures and could create contamination problems. Matt Litowkin suggested seeking approval for a centralized recycling site near the tennis court. The deadline for compliance is October 1, 2027, but the current grant must be used sooner unless extended.
Action Item: Matt Litowkin will follow up with Adrienne Isaac on the grant deadline and extension request and will pursue guidance on a centralized recycling option.

C. *Trees Above A and B Buildings*
About 140 trees were removed or cut back at no cost to the Association through grant funding. Clippings were reused as mulch near the basketball court. Other trees near buildings may need to be removed if identified as hazards or required by the insurance carrier.

D. *Parking*
July parking enforcement resulted in 15 warnings, four boots and no tows.

E. *Tennis Courts*
The attorney advised that removing or repurposing the tennis courts would require approval from two-thirds of the owners. Joy Helcoski understood the guidance to mean that without that approval, the Association would need to continue maintaining them. A prior asphalt repair option was $55,000, and a durable post-tensioned concrete rebuild could be near $300,000 based on similar projects, although no bid has been obtained. The Board requested firmer pricing before presenting options to owners.
Action Item: Richard Garcia, Eric Nicholds and Gary Nicholds will develop tennis court options for presentation at the Annual Meeting.

VIII. NEW BUSINESS

A. *Rules and Regulations Section 1.15*
Section 1.15 was revised to address gas grills and to prohibit open flame cooking devices on balconies or within 10’ of combustible construction.
Motion: Bob Price moved to approve the change to Section 1.15 of the Rules and Regulations. Willie Hoevers seconded and the motion carried.

References to grill storage will be removed from the accompanying owner notice before distribution.
Action Item: Richard Garcia will finalize the owner notice and prepare it for distribution.

B. *Natural Gas Contract*
The natural gas contracts expire October 31. Bob Price will review one and two year fixed and market based options and avoid the higher cost of month-to-month service.
Action Item: Bob Price will secure the next natural gas contracts before the current agreements expire.

C. *Long-Term Storage Lot*
There are a few long-term storage spaces available and Matt Litowkin is working through the waitlist.

D. *Capital Projects*
Carpet installation began in 15 building stacks and is expected to take about two weeks. Reconstruction of the N and O parking lot is scheduled to begin August 24 and includes drainage improvements, resurfacing and striping. Owners were notified in

English and Spanish and may use the Clubhouse lot during construction. The project was on budget.

E. *Annual Meeting*
The Annual Meeting is scheduled for Saturday, September 19, 2026 at 10:00 a.m. Rich Garcia plans to run again. Sarah Olson indicated she did not plan to seek re-election but then said she might reconsider. The Board was in favor of a catered lunch if the cost can be kept reasonable for about 50 people.
Action Item: Gary Nicholds will obtain a catering price from Bobby Kato for the Annual Meeting as soon as possible.

IX. OWNER COMMENTS
There were no additional owner comments.

X. EXECUTIVE SESSION
The Board convened Executive Session at 6:42 p.m. to discuss an owner delinquency.

XI. NEXT MEETING
The next Board Meeting will be held following the Annual Meeting on Saturday, September 19, 2026.

XII. ADJOURNMENT
The meeting was adjourned at 7:00 p.m. following the Executive Session.

Approved By: ____ Date: _____________
Board Member Signature