DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
ANNUAL MEETING
September 19, 2026

I. ROLL CALL & CERTIFICATION OF PROXIES

The meeting was called to order at 10:00 a.m. by Richard Garcia in the Dillon Valley East Clubhouse.

Board members present, or on Zoom (*), were:

Richard Garcia, President, T106
Willie Hoevers, Vice President, J206
Joy Helcoski, Secretary, B106
Tammy Ramsay, G101/N105/P303/Z304* (joined the meeting in progress)

Homeowners present, or on Zoom (*), were:

Pamesh Agrawal, A303/H303/N103/T104/Z204
Lawrence Drabek, B201
Caroline Morrison, C302
Joan Moore, H103
Kenneth & Sheila Kleinman, H201*
Kim Chung, I203*
Thomas Sandowski, J110
Holly Holden, O102
Michele Hibl, O306
Yessenia Garcia, S304
Janice McFall, U301
John Pirnat, X301
Victor Lee, Z203
Tana Moore, AA301/Q101
Michael Mascola, C301
Nancy Peters, F304/G106/V203
Kristin Kennedy, H105
Susan Kalamen, I105
Cesar Munoz, J102
Dolores Nelson, N306*
Jerome & Yvonne Schaefer, O103
Richard Bramley, P304
Elaine Garcia, T106
Christine Heer, X204
Robert Carlos, Y303

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

A quorum was established by members present in person, on Zoom, and proxies submitted.

II. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

Notice of the meeting was provided to owners.

III. READING OF MINUTES OF LAST ANNUAL MEETING

Motion: Joan Moore moved to approve the September 20, 2025 Annual Meeting minutes as presented. The motion was seconded and carried.

IV. REPORTS OF OFFICERS

A. President's Report

Richard Garcia welcomed homeowners and reviewed the following items:

1. Parking Enforcement – Enforcement began in May and violations have been reduced. Missing or incorrect passes may result in booting after a 24-hour warning and towing 24 hours later. Residents should contact the Clubhouse before extended absences and direct enforcement questions to JH Mountain Auto Services. An owner requested passes that fit over newer rearview mirrors.
2. Barbecue Grills – The insurance carrier requires removal of grills from upper floor balconies, even if unused. First floor residents can only use grills at least 10 feet from the building.
3. Tennis Courts – The courts could cost $300,000–$500,000 to replace or $50,000–$60,000 to repair without resolving underlying conditions. Alternatives could include removal or replacement with a dog park or additional parking. An amenity change would require an owner vote.
   Action Item: The Board will survey owners regarding the tennis courts and alternative uses.
4. Laundry Room – The new machines accept electronic payments. CSC handles repairs and internal maintenance. Staff clean the room and machine exteriors daily. Residents should report problems to CSC and the office. Owners requested Spanish instructions.
5. Lockboxes – Guest and realtor lockbox space is full, with no expansion planned. Renters need owner authorization to obtain keys from the office. An owner suggested identifying and removing unused realtor lockboxes to free up space.
6. Tree Removal – A grant fully funded the $50,000 wildfire mitigation project, removing 116 trees identified by the Fire Department. Owners discussed replacement trees and shade.
7. Playground – Improvements were deferred due to required expansion, ground material replacement and equipment changes.
8. Fire Extinguishers and Fencing – Exterior extinguishers are certified annually but fencing limits access to some of them. Owners maintain enclosed patios, which remain common area accessible for Association maintenance.
   Action Item: Matt Litowkin will review extinguisher access within fenced areas.
9. Recycling – Separate trash and recycling containers are planned for each parking lot. Size, enclosure changes and accessibility are being reviewed, with grant funding available. Owners discussed glass recycling and local recycling and composting options.
   Action Item: Richard Garcia will follow up on the availability of dumpsters with side door access.

B. Treasurer's Report

Madison Tomson presented Bob Price's financial report.

1. Operating Financials – The 2026 Operating Budget decreased 1.3% due to lower insurance costs and unchanged management fees. Utilities account for over half

of Operating expenses. Through August 31, expenses were 2% favorable to budget. Utility savings offset unfavorable Administrative and Repairs and Maintenance variances from plumbing-related expenses and legal fees. Total cash was $1.45 million.

2. Reserve Projects and Study – Painting Buildings S–W and hallway carpet replacement finished $3,000 and $2,000 favorable to budget, respectively. N and O parking lot improvements finished on budget. Reserve expenditures are projected to be favorable to the $277,000 Budget. The Reserve Study is 78% fully funded. Asphalt seal coating and phased replacement of 51 aging boilers are recommended. The recommended contributions exceed the current plan, which uses annual 3% Reserve contribution increases, conservative interest and working capital from unit sales to maintain balances above $1 million.
3. 2027 Budget Considerations – Aging plumbing and boilers, insurance, electricity and recycling will affect the budget. There is now a County requirement for recycling equating to 50% of the regular trash volume. Grants could cover part of the transition cost. A fixed natural gas rate covers 50% of usage through October 31, 2028. A dues increase is expected, including at least 3% for Reserve funding. The total assessment increase has not been determined.
   Action Item: Madison Tomson will prepare the 2027 Operating and Reserve Budgets with the Board and circulate the proposed budget and ratification meeting notice.
4. Year-End Operating Surplus – Excess Operating funds could offset future expenses or be refunded to owners.
   Motion: Pamesh Agrawal moved to carry forward excess year-end Operating funds to offset future expenses. The motion carried.

V. REPORTS OF COMMITTEES

A. Architectural Control Committee Report

Richard Garcia reminded owners to obtain approval for window and sliding glass door replacements and to choose compatible exterior colors.
Action Item: The Board will explore a possible group window replacement project.

B. Parking Committee Report

Joy Helcoski reported no planned changes following review of long-term storage. An owner noted improved parking availability after new passes and enforcement.

VI. MANAGEMENT COMPANY REPORT

A. Owner Portal

Eric Nicholds reviewed the February management system transition to Vantaca. Owners may contact management for assistance or arrange individual or group Zoom tutorials.

B. Manager's Report

Matt Litowkin reviewed completed and ongoing work:

1. Painting and Carpeting – Buildings S–W and associated dumpster enclosures were painted. Entry carpeting is replaced in 15 stacks annually.
2. Parking Lots – The N and O overlay improved grading and drainage. Additional potholes were repaired. Rehabilitation and preventive maintenance follow a rotating schedule.
3. Boilers and Plumbing – Staff inspect boiler rooms and replacement components are kept in inventory so repairs can be made quickly. There have been intermittent leaks due to the age of the plumbing.
4. Grounds and Routine Maintenance – Routine work includes irrigation, mowing, gardening, cleaning, painting, boiler checks and tree trimming. Water restrictions limited irrigation. Removed trees were chipped for mulch.
5. Pool Area – The pool deck has stains despite routine cleaning.
   Action Item: Matt Litowkin will arrange additional pool deck cleaning.
6. Snow Removal – Staff handles snow removal in house, prioritizing drive lanes during heavy weekend snowfall. Detailed clearing follows as staffing and parked vehicles allow.
7. Long-Term Storage – Spaces are for homeowners only. Annual payments are due October 1, with automatic payments being coordinated. Fees will not change this year.

Owners discussed native landscaping and were encouraged to submit questions or offers of assistance to the Board through BPM.

VII. ELECTION OF DIRECTORS

Three Board positions were open. Joan Moore, Tammy Ramsay and Richard Garcia introduced themselves. Jacob Lockard had not confirmed acceptance of his nomination.
Motion: Pamesh Agrawal moved to elect Joan Moore, Tammy Ramsay and Richard Garcia by acclamation. Nancy Peters seconded and the motion carried.

VIII. UNFINISHED BUSINESS

There was no unfinished business.

IX. NEW BUSINESS

Cesar Munoz commented on parking of excess vehicles, items extending beyond patios into common areas and exterior window covering requirements.

X. SET NEXT MEETING DATE

The next Annual Meeting was set for Saturday, September 18, 2027, at the Dillon Valley East Clubhouse.

XI. ADJOURNMENT

Richard Garcia adjourned the meeting at 11:34 a.m.

Approved By: _____Date: _____
Board Member Signature