

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
September 25, 2025**

I. CALL TO ORDER

The meeting was called to order by Dan Schwarz at 6:31 p.m. in the Basic Property Management conference room and via videoconference (*).

II. ROLL CALL

Dan Schwarz, President*	Kyle Gorman, Treasurer
Bryan Brunvand, Member*	Patti Lewis, Member*
Parker Wrozek, Member*	

Representing Basic Property Management was Eric Nicholds. Alan Alvarado and Carlos Rojas were present representing HM Realty. Erika Krainz of Summit Management Resources was recording secretary.

With five Board members participating, quorum was confirmed.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the August 28, 2025 Board Meeting minutes as presented. Kyle Gorman seconded and the motion carried.

IV. OWNER CONCERNS

1. C101 – The owner complained about storage of items in the hallway/common area by occupants in C102 and C202 and about opening the laundry to non-owners and residents. HM issued a verbal warning to the offending parties.
2. G303 – The owner complained about owner dues supporting opening the laundry to non-owners and non-residents. Dan Schwarz explained that the laundry is self-supporting.
3. H202 – The owner complained about parking enforcement related to visitors at another unit parking in her space. HM explained the parking rules to the owner.

V. FINANCIALS

A. 2024/2025 Year-to-Date as of August 31, 2025

Kyle Gorman reviewed the Balance Sheet as of August 31, 2025. Total Operating cash was \$42,492, Total Reserve cash was \$238,440 and the ICS balance was \$76,407. Total Accounts Receivable was \$21,450 with \$7,800 for Operating and \$13,600 for Reserves, Operating Payables were \$140 and Reserve Payables were \$3,500. Prepaids were \$22,600.

Total Income was \$1,100 favorable to budget due to higher Parking Permits & Rental and Late Fees. Total Expenses were within \$1,000 of budget. There were

savings in the Water line item. Reserve Expenses were \$33,000 favorable to budget due to the Special Assessment and savings in the siding project (\$73,000).

B. Check Register Approval

Three Operating checks have not cleared. All Reserve checks have cleared.

Motion: Kyle Gorman moved to approve the August 31, 2025 check register as presented. Dan Schwarz seconded and the motion carried.

Motion: Dan Schwarz moved to approve the August 31, 2025 Financials as presented. Kyle Gorman seconded and the motion carried.

VI. LAUNDRY UPDATE

Chuck Montoya was not present to provide a report. Alan Alvarado said there have not been any complaints.

VII. WATER REPORT

Bryan Brunvand will have a report for the next meeting.

VIII. PROPERTY REPORT

A. Project Update

1. Stack Door Locks Status – HM is waiting for Julio to start the H Building, where there is one door with a broken lock.
2. Siding Project – The project is nearing completing. Three doorbells lost power and HM is troubleshooting the cause.
3. Sprinkler Blow-Outs – The system was winterized last week.
4. I Building – KA Mechanical replaced the heat exchanger and the pressure issue was resolved.
5. Clubhouse Deck – The floor beams were all rotten. The deck was completely replaced. The steps were reused as they were replaced last year.
6. H Building – A hot water storage tank will be replaced in mid-October.
7. I Building – A leaking shower was repaired.
8. Pool – The circulation pump failed and was replaced. The cost was \$300 for the pump plus labor. Spare pumps will be purchased for inventory.
9. Backflow Preventers – All backflow preventers passed inspection.
10. F Building – There are some issues with rust around the heat exchanger and one of the storage tanks (installed in 2005) is leaking. One option would be to get rid of the heat exchanger and storage tank and to switch to an indirect water heater (with a 5-year warranty). The other option would be to replace the damaged parts only. Bids are being obtained for both options.

Dan Schwarz recognized the HM team for getting the C Building painted.

IX. OLD BUSINESS

- A. *System to Manage Fines Assessed*
This is an open issue.
Action Item: Dan Schwarz will work with the BPM team.
- B. *Breaker Panels & Breakers on the Square D Recall List*
HM is still waiting for bids.
- C. *Handrails on Buildings with Three or More Stairs*
The cost to add hand railings on all landing areas will be about \$600 each including parts and labor. One has been completed and there are 12 total. Kyle Gorman confirmed there is adequate funding in Reserves to complete all landings at once.
Motion: Dan Schwarz moved to approve installation of railings on all remaining landings. Bryan Brunvand seconded and the motion carried.

X. NEW BUSINESS

- A. *Bylaws & Declarations Update*
This project is on hold.
- B. *Rules & Regulations Update*
This project is on hold.
- C. *Glycol in the Heating System*
This project is on hold.

XI. SET NEXT MEETING DATE

The next Board Meetings are scheduled for October 23, 2025 at 6:30 p.m. and tentatively for December 11, 2025.

XII. EXECUTIVE SESSION

The Board convened Executive Session at 6:59 p.m. to discuss owner delinquencies and reconvened Regular Session at 7:00 p.m.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:00 p.m.

Approved By: _____ Date: _____
Board Member Signature