

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**January 22, 2026**

**I. CALL TO ORDER**

The meeting was called to order by Chuck Montoya at 6:33 p.m. in the Basic Property Management conference room and via videoconference (\*).

**II. ROLL CALL**

Chuck Montoya, Vice President\*  
Patti Lewis, Member\*

Kyle Gorman, Treasurer  
Bryan Brunvand, Member\*

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

With four Board members participating, a quorum was confirmed.

**III. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** Chuck Montoya moved to approve the September 25, 2025, October 23, 2025 and December 11, 2025 Board Meeting minutes as presented. Bryan Brunvand seconded and the motion carried.

**IV. OWNER CONCERNS**

Carlos Rojas reported that there have not been any parking issues or leaks.

**V. FINANCIALS**

*A. 2025/2026 Year-to-Date for November & December 2025*

As of November 30, 2025, the balances were \$89,000 in Operating, \$247,000 in Reserves, \$9,000 in Receivables, \$9,000 in Payables and \$17,000 in Prepaids. Total Income was \$33 favorable to budget and Total Expenses were \$108,000 favorable to budget due to savings in Administrative and Utilities. Landscaping was \$14,000 unfavorable to budget.

As of December 31, 2025, the balances were \$124,000 in Operating, \$289,000 in Reserves, \$10,000 in Receivables and \$86,000 in Payables for the quarterly sewer bill. Total Income was \$3,000 favorable to budget due to laundry and storage lot revenue. Total Expenses were \$110,000 favorable to budget. Administrative was \$4,000 favorable to budget and Utilities were \$116,000 favorable to budget. Landscaping was \$9,000 unfavorable to budget. Gas and Electricity expenses are trending upwards.

Total Reserve Income was \$267,000 and Total Reserve Expenses were \$268,000. There is \$100,000 in expenses that are not yet reflected.

**Motion:** Kyle Gorman moved to approve the November and December financial reports. Chuck Montoya seconded and the motion carried.

*B. Check Register Approval*

**Motion:** Kyle Gorman moved to approve the November and December check registers. Chuck Montoya seconded and the motion carried.

*C. Status of Expected Cost for Reserve Study for Budget*

**Action Item:** Kyle Gorman will research Reserve Study provider options.

## **VI. PROPERTY MANAGER'S REPORT**

*A. Maintenance Updates*

1. Building F Heat Exchanger – Purchase of a new heat exchanger was approved and was received this week. The replacement will be scheduled next week, weather permitting.
2. Leaks – There were several recent Pex circulation pipe leaks in two different buildings. The possible causes are overheated water or chlorine in the water. The water temperature does not appear to be the problem. Alan Alvarez will have the water tested.
3. There were sewer backups in two units in G and J Buildings.
4. There were three units with heat issues. The contractor is scheduled to be on site tomorrow.
5. The Water Department called to report Building I was using 300 gallons of water per hour. The building was checked and no leaks were found.

*B. Project Status*

Several projects were discussed at the last meeting for which HM will need to obtain bids.

## **VII. COMMITTEE REPORTS**

*A. Laundry*

The laundry income has been \$1,500 – \$1,800/month, double the budgeted amount.

*B. Water*

Washing machine prices may need to be increased if the water rate increases.

*C. Rules & Regulations*

This agenda item was not discussed.

*D. Landscaping*

Patti Lewis will be working on this project.

**VIII. OLD BUSINESS**

- A. *Bylaws & Declarations Update*  
This project is on hold.
  
- B. *Rules & Regulations Update*  
This agenda item was not discussed.

**IX. NEW BUSINESS**

- A. *Owner Delinquency*  
One owner has been sent to collections.

**X. OWNER FORUM**

There were no owner comments.

**XI. EXECUTIVE SESSION**

There was no Executive Session.

**XII. SET NEXT MEETING DATE**

The next Board Meeting is scheduled for Thursday, February 26, 2026 at 6:30 p.m.

**XIII. ADJOURNMENT**

**Motion:** Chuck Montoya moved to adjourn the meeting at 6:53 p.m. Kyle Gorman seconded and the motion carried.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member Signature