

DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
June 25, 2026

I. CALL TO ORDER

The meeting was called to order by Dan Schwarz at 6:30 p.m. in the Basic Property Management conference room and via videoconference.

II. ROLL CALL

Dan Schwarz, President
Kyle Gorman, Treasurer
Jeff Kirk, Member

Parker Wrozek, Member
Chuck Montoya, Member
Patti Lewis, Member (joined in progress)

Representing Basic Property Management (BPM) were Jason Blarjeske and Kerry Hartnett. Representing HM Realty were Heber Rojas, Alan Alvarado, and Carlos Rojas. The minutes were transcribed from recording by Summit Management Resources.

With five Board members participating, a quorum was confirmed.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Dan Schwarz moved to approve the May 28, 2026 Board Meeting minutes as presented. Chuck Montoya seconded and the motion carried.

IV. OWNER CONCERNS

A. Unit F102 Window Well

Dan Schwarz reviewed the ongoing complaint regarding the front window well and discussed replacement options.

Action Item: HM Realty will obtain a proposal from Two Speed Excavation or prepare an in-house cost estimate for the replacement.

B. Unit G104 – Handicap Parking Accommodation

Dan Schwarz discussed a reasonable accommodation request for a walkway from the owner's back patio to a designated handicap parking space and the Association's obligations. He noted that the owner will be responsible for the cost of construction and the Association will be responsible for shoveling and maintenance.

Action Item: Dan Schwarz will finalize the draft response letter with legal counsel for Board review.

C. Electrical Inspection Program

The Board discussed an oversight regarding the owner notifications for the BlackRock Electric in-unit breaker and receptacle safety inspections.

Action Item: HM Realty will distribute and post the approved inspection program notices on resident doors to facilitate owner scheduling.

V. FINANCIALS

A. *Financial Report as of May 31, 2026*

Kyle Gorman presented the April 30, 2026 financial report. Operating cash totaled \$144,716, Reserve funds were \$279,863, and total cash assets were approximately \$501,000. Total Liabilities and Equity were \$546,782. Operating net income was \$33,864, primarily due to a \$25,000 insurance reimbursement and lower water costs, and total net income including Reserves was \$54,644. Delinquencies remained minimal.

Motion: Dan Schwarz moved to approve the May 2026 financial report as presented. Chuck Montoya seconded, and the motion carried.

B. *Check Register Approval*

Kyle Gorman reviewed the reconciled bank check register. There were no outstanding items.

Motion: Kyle Gorman moved to approve the bank check register for the May 2026 financials. Dan Schwarz seconded, and the motion carried.

C. *Reserve Study Update*

The physical walkthrough of the property was completed at the end of May, but the final written report from ARS is outstanding.

Action Item: Kyle Gorman will contact ARS to request the completed study prior to the Annual Owners Meeting.

VI. PROPERTY MANAGER'S REPORT

A. *Maintenance Updates*

1. Unit I106 Pinhole Leak – A pinhole leak in the domestic PEX hot water line above Unit I106 was repaired in-house, including mitigation and drywall restoration.

Action Item: HM Realty will obtain an estimate from Cornerstone Heating to replace the affected PEX line serving the stack units.

2. Building F Gate Bulbs – Cornerstone Heating completed the replacement of gate valves and bulbs in several units to help prevent common line leaks.
3. Sprinkler System – The irrigation system is operational, and maintenance crews are addressing localized line and sprinkler head repairs.
4. Tennis Court Net – The tennis court net is in poor condition.

Motion: Jeff Kirk moved to authorize removal and disposal of the damaged tennis court net. Dan Schwarz seconded, and the motion carried.

5. Building A Fence - Pressure washing and staining of the fence behind Building A remain pending.

Action Item: HM Realty will notify adjacent owners and schedule the pressure washing and staining.

6. Clubhouse Flooring – Clubhouse lobby LVP flooring installation is substantially complete, with stair tread framing in progress. Completion is anticipated before the Annual Owners Meeting.

7. Laundry Room Electrical Safety – There are no GFCI protectors in the Clubhouse laundry room near the washing machines or in the breaker box.
Action Item: HM Realty will obtain an electrical proposal to install GFCI protection.
8. Storage Lot Compliance - The Board reviewed the status of a delinquent storage lot lease following unsuccessful collection efforts.
Action Item: Carlos Rojas will put stickers on the trailer and vehicle and issue a final 48-hour legal notice before vehicle impoundment.

VII. COMMITTEE REPORTS

- A. *Laundry*
The common laundry machines are fully operational and performing favorably, generating \$1,400 in monthly revenue.
- B. *Water*
No monthly report was filed due to computer issues.
Action Item: Brian Brunvand will prepare the comprehensive water performance report and distribute it to the Board next week.
- C. *Rules & Regulations*
Deferred pending policy updates.
- D. *Landscaping*
Patti Lewis is coordinating with a contractor to establish baseline figures for upcoming tree work.

VIII. OLD BUSINESS

- A. *Bylaws & Declarations Update*
Action Item: Jeff Kirk will connect with legal counsel through BPM to establish a formal framework, timeline, and cost structure for revising the Association's governing documents.
- B. *Insurance Claim Settlement – Unit D104 Water Damage*
Kerry Hartnett reported that the insurance settlement funds remain in escrow and will be disbursed to contractors upon receipt of approved invoices.
Action Item: Basic Property Management will provide a written update on outstanding restoration invoices and contractor payments.

IX. NEW BUSINESS

- A. *Roof Assessment & Maintenance Planning*
HM Realty presented roof inspection reports from Exteriors Now and Luminary Operations LLC following recent wind events. The C Building roof is in the worst condition. The Board reviewed replacement proposals, including a preliminary

estimate of approximately \$450,000, and discussed establishing a standardized scope of work to compare repair and replacement options.

Action Item: HM Realty will prepare a standardized scope of work and schedule a special meeting with both roofing contractors to review repair and replacement proposals.

B. Annual Owners Meeting Preparation – July 18, 2026

The Board reviewed preparations for the July 18, 2026 Annual Owners Meeting. Notice packets and proxy statements were mailed, and presentation materials are being finalized.

Action Item: Dan Schwarz will distribute the presentation link to the Board for review.

Action Item: Brian Brunvand will prepare the water presentation for the Annual Owners Meeting.

X. OWNER FORUM

There were no owner comments.

XI. EXECUTIVE SESSION

There was no Executive Session.

XII. SET NEXT MEETING DATE

The Annual Owners Meeting is scheduled for Saturday, July 18, 2026, at 10:00 a.m. at the Clubhouse.

XIII. ADJOURNMENT

Dan Schwarz adjourned the meeting at 7:26 p.m.

Approved By: _____ Date: _____

Board Member Signature