

**DILLON VALLEY WEST CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNERS' MEETING
July 18, 2026**

I. CALL TO ORDER & INTRODUCTIONS

The meeting was called to order by Dan Schwarz at 10:04 a.m. in the Dillon Valley West Clubhouse and via videoconference.*

II. PROOF OF NOTICE OF MEETING

Dan Schwarz confirmed that notice of the meeting was mailed and emailed to all owners.

III. ROLL CALL & CERTIFICATION OF PROXIES

Board Members Participating Were:

Dan Schwarz, President, D201	Kyle Gorman, Treasurer, F201
Chuck Montoya, Member, C308	Jeff Kirk, Director, D202
Bryan Brunvand, Member, C105*	Parker Wrozek, Member, F305*

Owners Participating (*via videoconference) Were:

Eric & Nathan Schwartz, A101*	Holly Fulton, A104*
Robert & Michele Doerfner, Jr A202	Edith Webster & Chris Heer, A106
Mark Meyer, B103	Ariel Johnston, B104*
Amy Stackhouse, B306	Kolina Kathryn Coe, C304
Charles & Marilyn Montoya, C308	Brandi & Adam Jones, D101
Eric Lilley, D106	Daniel & Susan Schwarz, D201
Jeffrey Guden Kirk, D202	Andy & Natasha D. Le Vicario, F106
Ed & Marge Szoke, F301*	Marlene Hodges, G305
Milton Gutierrez, H201	Aaron Stover, J104*
James Schutz, D102/J305/J306/B202*	
Nancy Peters, A201/C206/C305/G301/H305/J205	

Representing Basic Property Management (BPM) were Gary Nicholds and Eric Nicholds. Representing HM Realty were Heber Rojas and Carlos Rojas. The minutes were transcribed from recording by Summit Management Resources.

IV. APPROVAL OF 2025 ANNUAL MEETING MINUTES

Motion: Chuck Montoya moved to approve the July 19, 2025 Annual Meeting minutes. Kyle Gorman seconded and the motion carried.

V. DILLON VALLEY WEST FIVE YEAR PLAN

Dan Schwarz reviewed the priority projects and long-term planning for Dillon Valley West.

A. 2026/2027 Priorities

1. Dues Increase - A 5% dues increase went into effect for the 2026/2027 fiscal year (May 1, 2026 – April 30, 2027).
2. Roof Maintenance - Sections of roofs on several buildings require repairs or replacement. The Board has obtained several quotes and is prioritizing the areas in the worst condition.

3. Reserve Study - The Board contracted for a Reserve Study to evaluate overall Reserve funding and catastrophic loss preparedness. The report is expected in two weeks and will be posted to the owner portal.
4. Updates to Declarations and Bylaws - The governing documents date back to 1978 (with a minor amendment in 1982) and are no longer compliant with current Colorado law. Updating the documents will address issues such as the outdated \$100 limit on fines. The legal review process is anticipated to begin in August.
5. Parking Lot Repairs and Painting - Quotes are being solicited to repair, strip, and repave high priority lots, specifically near J and I buildings.
6. Soffit Vent Replacement - A multi-year project is being considered to replace round puck vents with continuous strip vents to improve attic airflow and reduce moisture, condensation, and roof deterioration.
7. Clubhouse Flooring - Commercial vinyl flooring was installed in the Clubhouse to replace worn carpeting.
8. Fence Re-staining - The exterior fence behind Building A was restained in coordination with the adjacent property owner.
9. Window Wells - Window wells continue to be evaluated and replaced as they fail, targeting two to three per year. The Board requested HM Realty ensure all window wells are fitted with protective covers for safety.
10. Future Priorities (2027–2029+) - Long-term plans include ongoing soffit vent replacements, parking lot and sidewalk repairs, roof maintenance, xeriscaping to reduce water consumption, Clubhouse exterior painting, building Reserve funds, landing area carpet replacements, and entry door replacements.

B. Where Does the Money Go?

Dan Schwarz presented a breakdown of the FY 2025/2026 gross revenue (\$1.018 million) and expenditures:

1. Property Management (Basic & HM): \$316,520 (31%)
2. Utilities (Water, Sewer, & Electric): \$210,305 (21%)
3. Heat (Natural Gas): \$83,450 (8%)
4. Insurance (Common Area): \$85,254 (8%)
5. Trash Removal: \$67,027 (7%)
6. General Building Maintenance: \$40,128 (4%)
7. Grounds Maintenance (Mowing, Snow Removal, Parking Lots): \$73,133 (7%)
8. Clubhouse (Pool, Hot Tubs, Utilities, Internet): \$18,994 (2%)
9. All Other Expenses (Depreciation, Interest, Legal, etc.): \$118,824 (12%)

Dan Schwarz reported that the insurance premium was \$85,000 last year. The initial renewal quote was \$115,000. The master policy deductible was increased from \$5,000 to \$25,000 to reduce the premium. The Association has sufficient funds to cover the higher deductible.

The Board identified significant errors in the water billing. A combined audit of 2024 and 2025 billing resulted in \$180,000 in credits to the Association, with the correction reflected in billing beginning in February/March 2026. Going forward, total utility costs are expected to represent closer to 15% of the budget.

VI. BASIC PROPERTY MANAGEMENT REPORT

Eric Nicholds summarized BPM's administrative services, including dues processing and owner support. BPM reported that a new owner portal was rolled out in February and will continue to be developed for owner account information, documents and other Association resources.

Gary Nicholds discussed owner insurance considerations related to the planned Declarations update. Owners were advised to review the Association insurance provisions with their personal insurance agents once the updated documents are available and to confirm appropriate coverage for unit interiors and loss assessments. Dan Schwarz clarified that there are no plans to shift responsibility for the common heating system to individual owners in the updated Declarations.

VII. HM REALTY PROPERTY REPORT

Carlos Rojas and Heber Rojas presented the HM Realty property report.

A. Projects Completed 2025/2026

1. Disposed of discarded furniture by the dumpster at the landfill.
2. Siding and painting work completed across all residential buildings.
3. Installed vinyl flooring on the primary landing in one test building entryway.
4. Performed emergency tree trimming and removed dead/hazardous trees near buildings.
5. Replaced hot water storage tanks in the Clubhouse.
6. Checked pool and hot tub chemicals daily and replaced outdoor hot tub circulation pumps. The indoor hot tub is currently closed while a leak is being investigated.
7. Installed safety handrails on building staircases with three or more steps.
8. Conducted in-house water damage and mold mitigation for pinhole pipe leaks in I105, resulting in substantial savings compared to using outside contractors.
9. Replaced a failed recirculating line with PEX and installed a smart circulation pump in Building I.
10. Replaced a failing heat exchanger in one building with newer technology.
11. Completed electrical breaker panel inspections and confirmed they were not affected by a manufacturer recall.
12. Restained and repaired decks and evaluated and repaired foundation leaks and cracks, with ongoing work at B103.
13. Maintained twice-weekly dumpster service and conducted regular landfill runs.
14. Managed ongoing parking enforcement, booting, and space allocations.

B. Upcoming Projects

1. BlackRock Electric is offering free voluntary in-unit electrical inspections for owners, with discounted rates for recommended GFCI outlet upgrades.
2. Owners should have aging shower mixer cartridges inspected and replaced by a licensed plumber as needed. Heating system gate valves are an Association responsibility and owners are asked to report signs of leaking before damage occurs.
3. Cornerstone Plumbing will perform boiler maintenance in September/October and inspect the circulation pumps to determine if additional smart pumps are recommended.

4. Pest control inspections continue every two weeks, rotating through buildings so each building is inspected twice per year. Remediation costs for internal infestations remain the unit owner's responsibility.

VIII. FINANCIAL REPORT

A. 2025/2026 Year-End as of April 30, 2026

Kyle Gorman reported that the Association finished the fiscal year in a stronger financial position, primarily due to water billing credits and lower utility expenses. Total liquid assets were \$505,784, total assets were \$560,039, total liabilities were \$144,362 and net income for the fiscal year was \$205,658. Operating expenses totaled \$898,775 and combined Operating and Reserve net income totaled \$205,658.

B. Operating Budget

The 2026/2027 Budget reflects the 5% dues increase, reduced anticipated water expense and increased Reserve funding. The Board's objective is to build Reserves through regular assessments and reduce the need for simultaneous dues increases and Special Assessments.

C. Owner Discussion on Financials

Nancy Peters asked the Board to establish a Reserve funding target. Dan Schwarz stated the new Reserve Study will guide the establishment of a Reserve funding target and implementation timeline.

In response to an owner question on how Reserve funds are invested, Kyle Gorman confirmed funds are held in a certificate of deposit (\$75,000) and a liquid money market account, and that the Board is exploring additional investment options in coordination with the Association's accountant while managing potential tax exposure on investment income. Dan Schwarz noted FDIC coverage is limited to \$250,000 per institution, and that a single-building roof replacement is estimated at \$120,000–\$140,000, underscoring the priority of Reserve funding.

IX. ELECTION OF DIRECTORS

The terms of Patti Lewis and Jeff Kirk expired. Both candidates were willing to serve another term. There were no additional nominations.

Motion: Dan Schwarz moved to re-elect Patti Lewis and Jeff Kirk to the Board. Chuck Montoya seconded and the motion carried unanimously.

X. BOARD OF DIRECTORS COMMENTS

Dan Schwarz provided the following updates and reminders.

1. HO-6 Policies – Owners should review their individual unit insurance policies with their insurance agent and should consider carrying \$25,000 in loss assessment coverage, corresponding to the HOA's \$25,000 master policy deductible.
2. Rules Violations - Owners should report property issues or rule violations directly to HM Realty. Hallways and entryways must be kept clear of personal items and fire hazards. Sleeping in vehicles in parking lots is strictly prohibited.
3. Board Communication - Owners can contact the Board using the "Contact Us" link on the community website. Board meetings occur on the third Thursday of each month at 6:30 p.m., and Zoom links are posted on the community calendar.

XI. QUESTIONS & SUGGESTIONS

Owner questions and suggestions addressed the following:

1. FirstBank to PNC Transition – Several owners noted problems with payments during the bank transition. Owners were advised to contact Madison Tomson at BPM.
2. Stairwell Landing Flooring - Owners raised concerns about noise, tracked-in moisture and slip risk. The flooring is textured and includes underlayment. Because only one test stack has been completed, HM and the Board will monitor performance before expanding the project.
3. Sidewalk Behind the Bus Stop - Owners reported vehicles driving on the walkway toward J Building. Bollards or another barrier will be considered while preserving necessary maintenance access.
4. I Building Plumbing - Owners requested preventive evaluation of remaining piping after repeated leaks. HM agreed to coordinate review by the plumber.
5. Stack Appearance - HM will evaluate and repaint common stack areas based on condition and owner reports.
6. Parking and Open Space - An owner suggested converting selected open areas to parking to address limited spaces and reduce water use. The Board noted that roofs and other infrastructure remain higher immediate priorities. No decision was made.
7. Parking Pass Fee - An owner suggested a reduced first-time replacement fee for lost passes. Carlos Rojas stated the \$100 replacement fee is established in the current Rules and any change would require Board action.
8. Pest Control – There was a request for more frequent pest mitigation in buildings with known problems.

XII. NEXT YEAR'S MEETING

The next Annual Meeting will be held on July 17, 2027 at 10:00 a.m. in the Clubhouse.

XIII. ADJOURNMENT

The meeting was adjourned at 11:56 a.m.

Approved By: _____ Date: _____
Board Member Signature