

## **Silver Queen West Condominium Association**

Board Meeting – Dillon Town Hall & Zoom

November 15, 2025

### **Director's Present:**

- Larry Funk
- Joanne Gipple
- Paul Gottler
- Marsha Hennesey
- Angelique Justich
- Chelsea Martin
- Jake Metz

### **Board Representatives Present:**

- Chris Trettel, Property Manager
- Karen Breckheimer, Assistant Property Manager
- Eric Nicholds – Basic Property Management, Inc. (BPM)
- Jason Blarjesky – Basic Property Management, Inc. (BPM)

### **Call to Order**

President Joanne Gipple called the meeting to order following the Annual Meeting.

### **Approval of Prior Minutes**

The Board reviewed the September 25, 2025 Board Meeting minutes, including two minor revisions: clarification regarding renters with trailers and clarification that the reserve fund contribution remains at the current level.

A motion was made to approve the September 25, 2025 Board Meeting minutes as revised. The motion was seconded and unanimously approved.

### **Election of Officers**

The Board conducted the election of officers.

Following discussion, the Board agreed to the following officer appointments:

President: Joanne Gipple

Vice President: Larry Funk

Secretary: Jake Metz

Treasurer: Marsha Hennesey

Member: Chelsea Martin

Member: Angelique Justich

Member: Paul Gotler

A motion was made and seconded to approve the officer slate as presented. The motion was unanimously approved.

### **Manager's Report**

Snow Operations: Chris Trettel reported limited snowfall to date, with plowing performed once for operational readiness. Equipment is operational and weld on plow wings were professionally repaired per recommendation.

### **Asphalt and Striping Project**

Board reviewed bids. One bid was unclear/incomplete and rejected. Chosen vendor (Commerce City-based) performed well and received positive recommendations. Work included improved drainage (dumpster area pitch) and professional striping — board satisfied with results.

### **Lock Standardization Project**

Building-wide lock standardization is nearly complete. One outstanding unit remains non-compliant due to lack of owner response/coordination. The Board discussed conducting lock inspections annually to ensure ongoing compliance.

### **Unit Access and Insurance Risk**

The Board discussed the importance of unit access and proactive communication to mitigate potential insurance exposure in the event of water damage.

### **Parking and Vehicle storage**

The Board discussed enforcement of rules requiring vehicles to be moved within the timeframe established in the Rules and Regulations (72 hours). Owners with vehicles stored on property for extended periods will be contacted.

### **Rules & Regulations Consolidation**

The Board discussed the ongoing effort to consolidate and update the Rules and Regulations to eliminate duplication and conflicting provisions. Angelique Justich will assist with document consolidation and formatting for review and comment circulation among Board members.

### **Website and Owner Communications**

The Board discussed maintaining a simplified Association website and portal presence, including posting meeting dates and approved minutes while limiting confidential materials. Angelique Justich agreed to continue maintaining the website platform.

### **2026 Planning**

The Board discussed potential 2026 projects:

- Inspect and inventory shutoff valves and water supply tubing (supply lines) in every unit; require upgrade from original multi-turn/shoddy valves to quarter-turn

- shutoff valves and replace old supply tubes where necessary. Focus on preventing water leaks and large insurance claims.
- Inventory electrical load centers/panels to identify Zinsco panels and encourage replacement; though Colorado state permitting requirements for panel replacement may vary, licensed contractors and inspections are recommended.
  - Completion of Rules and Regulations consolidation
  - Follow-up on remaining lock standardization

### **Additional Maintenance & Building Systems**

- Heating zones/zone valves:
  - o Board clarified that zone valves and heating distribution elements in units are association responsibilities when they fail; battery-powered thermostats and smart thermostats can cause issues if batteries die — recommendation to remind owners to check batteries and consider C-wire/hardwire for thermostats. Management to add thermostat/battery reminders to winter communications.
- Neighboring property:
  - o Discussed for unauthorized snow dumping onto association property and plowing boundary confusion. Board suggested sending a reminder letter to Wilderness management/board about not placing snow on association property and to their management company.

Respectfully submitted,

Jake Metz

Secretary