

**MINUTES OF THE BOARD OF DIRECTORS MEETING OF
PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC.**

October 5, 2019

A meeting of the Board of Directors of PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC. (the "Association") was held on Saturday, October 5, 2019, at 618 Park River Place, Estes Park, CO 80517 at 10:00 a.m. MST. President Stew Squires (618) presided. Association Secretary Mindy Stephens (603) acted as Secretary of the Meeting and prepared these Minutes.

1. Call to Order / Roll Call

The Meeting was called to order at 10:00 a.m. by President Stew Squires (618). The following Directors of the corporation were present: Stew Squires (618), Mindy Stephens (603), Ron Springer (676), Helen Evans (619) in person; John Mize (615), Ray Buxton (682), Greg Barkley (605), and Elizabeth Repola (609) attended via phone. In addition, owner Ingrid Hagen (614) was in attendance. Fritz Sampson (633) was not in attendance.

2. Agenda item: Approval of Minutes for August 10, 2019 Board of Directors Meeting

The minutes were reviewed and upon a motion made by John Mize (615) and seconded by Ron Springer (676), they were approved unanimously. The Secretary will post the Minutes on the Website.

3. Agenda item: Treasurer's Report.

Helen Evans (619) presented the Treasurer's report. We have fulfilled our obligation for the reserve contribution. We also have the funds from American Family Insurance for the repairs of Unit 611, after the fire. Ron Springer (676) moved to accept financials and Mindy Stephens (603) seconded, followed by approval by all.

4. Old Business

a. Landscaping Maintenance Report

Stew Squires (618) presented a report on landscaping.

i. Trees and Fall Cleanup

Two small aspen trees have been put in behind 609 and in front of 604. They will require manual watering. As the leaves are coming down, our landscaper will come in soon to do trimming, cleaning up the slash behind the mailboxes. A fall cleanup volunteer day may be considered. Grasses have really dried up so no more mowing will be needed.

ii. Irrigation

Irrigation is in pretty good shape but there is still work to be done trying to understand Area 2 (601-613 and adjacent cul-de-sac) where there are still some issues. The water bill for Area 5 (the river units) was unusually high for the last billing period and it will be looked in to to see what is causing that.

ACTION ITEM: Irrigation is to be cut off and blown out in the next couple of weeks. Dennis McDonald (620) is developing and maintaining a map and spreadsheet tracking the several areas and identifying where the shut-off valves are. These will be painted blue and will be easier to locate in the future.

iii. Building Maintenance

Drip edge on 656 has been repaired. Soffit on 658 had rotten areas and some roof sheathing required replacement. This has been done. Soffit above garage door on 643 was falling and has been fixed. Bills for these items have not yet been received. Repairs were also done on 627 and the owner added heat tape at their own expense.

b. Treasure Direct

It was determined that we cannot do this as previously planned as it required a "special medallion." Stew Squires (618), Fritz Sampson (633), Helen Evans (619) and John Mize (615) have pursued

solving this so that the Association can still move reserves to a higher interest-bearing account. Their research found that through an Association account with Schwab, the Association can purchase Treasury Directs through Schwab. Stew Squires (618) as President, Helen Evans (619) as Treasurer, and John Mize (615) as Director and control person will be the users/signers. The plan is still to move \$10,000 per month for 3 months, to see how well the process works and what are the results. There will be no charges from Schwab for this account and services.

c. Fire at Unit 611

The repair process is currently in demo mode. Briggs has a demolition permit and is tearing out dry wall to ascertain the full extent of the smoke and water damage. It appears that at least one room on the lower level may need some dry wall removed. Otherwise lower level pretty much okay. Kingswood is looking at the roof. Kingswood and American Family Insurance at discussing the repair cost numbers and Briggs is also talking with the AmFam rep regarding getting more funds advanced. At this point, the repairs are expected to come in under \$100,000.

d. Barbecue Policy

This will be addressed at the next meeting after Fritz Sampson returns. The Association's right to inspect units for safety reasons and the right the protect property owned by the Association will be addressed then.

e. River Path Maintenance

A bid for approximately \$10,000 was received covering several aspects of path restoration and maintenance. This major of an expense is not currently budgeted. John Mize (615) expressed that this should be a priority as this is one of the nice features of this community and has some deterioration since the flood of 2013. After discussion, it was determined that we need to get another bid and will discuss further in a future Board meeting.

f. Weed policy

Discussion on this will be tabled for a future meeting.

g. Short Term Rental Complaint by Ingrid Hagen of Unit 614

The complaint of Ingrid Hagen (614) was taken up. President Stew Squires reported that he had several conversations with the Heiers, owners of 616, concerning the acts of the short term tenants. The Heiers have been responsive to the complaint and have taken steps to ensure tenant compliance with Association Declarations and Rules. In particular, the Heiers have addressed noise and parking issues so as to ensure the quiet enjoyment of Ingrid in 614. Upon Motion by Mindy Stephens (603) and second by Helen Evans (619), the Board unanimously found that no remediation expense had been incurred, that a fine would not be appropriate in the circumstances, and that the complaint is closed without a formal hearing.

5. New Business

a. Short Term Rental Policy

There was discussion regarding the Association and Board adopting a Short Term Rental Policy to cover the gap between the rules and regulations of the Town of Estes Park and what is necessary for rental unit owners to ensure that renters are confirming to the rules and regulations of Park River West. Discussion will be continued at the next meeting. In the meantime, Stew Squires (618) and Fritz Sampson (633) will be working on a complete rule book that can be distributed.

b. UTSD update

There is no change expected in 2020 and the 8% increase of 2019 will not be seen in 2020. However, another cost of service study is being done and that will likely affect 2021.

c. Snow plowing

Stew Squires (618) has met with Zeik Construction who will handle our snow removal. Plowing and clearing the sidewalks that are Association responsibility will be charged at \$350 each time. If unit owners want their driveways done, this would be \$15 per unit. We will advise the ownership so that they can make arrangements directly with Zeik.

Action item: We will prepare a Fall email/letter to the ownership which will include info regarding Zeik and snowplowing services, reminders to disconnect hoses, reminder to turn off water when leaving for extended time.

6. Set next Board Meeting

The next Association Board meeting will be held Thursday, November 14, 2019 at 4:00 p.m. Owner Ingrid Hagen has offered to host this meeting in her Unit 614.

7. Adjourn

There being no further business, Mindy Stephens (603) moved to adjourn, Helen Evans (619) seconded the motion, and it was approved by all. The meeting was adjourned at 11:30 a.m.

Minutes Prepared and Signed on:

11/14 2019


Mindy Stephens, Director and Secretary of the Meeting