

Park River West Board of Directors 2019-2020
Monday, June 15, 2020, 4:00 p.m. MDT
Via Zoom Conference

In the absence of the Board Secretary at this meeting, these minutes were recorded by Director John Mize in the following format.

1. Call to Order/Roll Call

<u>Name</u>	<u>Attendance</u>	
Stewart Squires	Yes <u>X</u>	No <u> </u>
Fritz Sampson	Yes <u>X</u>	No <u> </u>
Mindy Stephens	Yes <u> </u>	No <u>X</u>
Helen Evans	Yes <u>X</u>	No <u> </u>
Ron Springer	Yes <u>X</u>	No <u> </u>
Greg Barkley	Yes <u>X</u>	No <u> </u>
Ray Buxton	Yes <u>X</u>	No <u> </u>
John Mize	Yes <u>X</u>	No <u> </u>
Elizabeth Repola	Yes <u> </u>	No <u>X</u>

Other Attendees: Sandra Ireland, Unit 670

2. Approve Minutes

Item	Discussion/Action Taken
Minutes of May 18, 2020 Board Meeting	There were two suggested changes in the May 18, 2020 minutes. There is duplication of the language on short-term rental rentals policy and one of those will be deleted and under the discussion about asphalt the minutes should read that the work should be done in June, with the word “not” deleted. Action: With the above changes, it was moved and seconded to approve the minutes as revised. Motion carried.

3. Treasurers Report

Item	Discussion/Action Taken
Treasurer’s Report Presented	Helen Evans presented the Treasurer’s report. There is currently \$40,657 in the checking account and \$133,904 in reserves, including \$10,026 in the Schwab T-Bill account. Spring cleaning, irrigation, and water are under budget. There was a slight overage in asphalt to protect garage doors during surface coating. Overall, we are in good shape going into the second half of the year. Action: It was moved and seconded to approve the treasurer’s report. Motion carried.

4. **Old Business**
 a. **Building Maintenance**

Item	Discussion/Action Taken
Fence Painting (Stew)	Stew reported that the fence painting is complete and that Dennis McDonald has moved rock that was removed to complete the painting.
Asphalt (Fritz)	Fritz reported that the asphalt project will be complete as of the end of June as planned. Fritz Sampson reported there is a downspout drainage issue in one of the units that may require attention and a bid from a contractor to cut concrete and install a drainage system. He will get a bid for this when time permits.
Deck Restores 630 (Stew)	Stew reported that the deck restoration on 630 is complete and within budget.
Chimney Restoration 635, 639, 641 (Stew)	Stew reported that the chimney repairs have been complete with a concrete siding product and our painter will paint them to match building exteriors. Invoice is pending from Kingswood Construction.
Water Pressure Reducing Value Meter 2 Replace (Stew)	A water pressure valve will need to be replaced which will result in a temporary water shut-off to units 601-633. The shut-off could be six or seven hours. Communication will be given to the affected property owners when the work is scheduled.

b. **Landscaping**

Item	Discussion/Action Taken
Park Landscaping (Stew)	Stew has been in contact with Park Landscaping for some spring clean-up. Dennis McDonald has been working hard and not much is anticipated, although mowing and trimming will occur shortly.
Spring Cleanup (Stew)	Pinecones are abundant this year and may need special attention. Fritz will contact Park Landscaping to see about mulching them. Those not mulched can be cleaned up, if necessary, during workday.
Shrub/Tree Removal/ Planting (Stew)	John Mize and Greg Barkley, with others interested, will walk the property and identify shrubs and trees that need removal and replacing. Based on those findings, we will determine the scope of replacements to occur this year. Helen reported we have \$2,000 budgeted for this.
Walkaround (Stew)	See above.

Volunteer Workday (Stew)	We will have a volunteer cleanup day on Saturday, June 27, under the guidance of Dennis McDonald. Mindy can send out a reminder of this.
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c. ACH Dues Payment

Item	Discussion/Action Taken
ACH Dues Payment through Bank of Colorado (Stew)	Stew reported the formal establishment of this program has been completed. Several will give it a test run with the dues payment due June 30. Assuming everything is working properly, it will be announced at the annual meeting with a sheet prepared with sign-up instructions.

d. Annual Meeting, August 22, 2020

Item	Discussion/Action Taken
Location (Stew)	Date: August 22, 2020 Time: 9:00 a.m. MDT Location: Village Presbyterian Church
Invite Mailing (Stew)	Mindy will prepare a reminder after the agenda and budget are prepared and within the requirements of Association bylaws.
Organization (Stew)	This will depend on the Covid-19 guidelines in effect at the time of the meeting. The meeting could be held inside or outside.

e. Short-Term Rental Policy

Item	Discussion/Action Taken
PRW Registration Compliance Data (Stew)	There was considerable discussion with Sandra Ireland of Unit 670 on the need to have short-term renters acknowledge that they will comply with association rules. There are currently 21 PRW properties registered to due short-term rentals with the City of Estes Park, of which 5 are not currently renting. Of the 16 currently renting, 13 are in full compliance. Three are not, one of which is Ms. Ireland's. Stew has been in contact with them all, and Sandra was the only one to participate in the meeting. It was emphasized to Sandra that we must have short-term renters acknowledge that they are aware of and will comply with PRW rules. Fritz emphasized that selective enforcement is not an option. It was stressed that our contractual arrangements are between the association and its owners, and not property managers. Any agreement between the association and property managers is strictly between the owner and their selected manager. After considerable

	discussion, Sandra asked for some time to try to resolve the issue. Action: It was moved and seconded to give Sandra Ireland, 14 days to get into compliance. If she does not do so, enforcement action will follow. Motion carried.
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5. New Business

Item	Discussion/Action Taken
Billing Sewer and Water by Unit Usage (Stew)	Stew reported that there has been discussion about getting PRW out of the utility collection business and transferring it to owners. This would mean that sewer charges and water charges would be billed directly to each unit from the utility. The association would continue to pay for water charges related to landscaping irrigation. The Upper Thompson Sewage District can break out sewer charges to each individual owner. Currently under consideration with it are charge differentials between short-term rental properties and non-rental properties. The amount of these charge differentials is pending but could be considerable. To charge individual units for water usage would require separate metering to be installed as an association expense. Dennis McDonald wants first to determine how much water is actually being used for landscape irrigation and is working on doing so. Cost bids would need to be obtained to determine what a plumbing contractor would charge to put individual water meters in each unit. There was no action on this at this time but it was reported to the board for informational purposes.
Fire Lanes	Ray Buxton reported that he had the local Fire Marshall visit our property to determine if the fire lane designation for the apron adjoining his property is necessary. According to Ray the Fire Marshall told him the designation was not necessary. He wanted clarification on why the land was so designated. Fritz Sampson pointed out that it is up to the association to determine designation of fire lanes for the safety of the entire association. It was determined to take this up at the annual meeting.
Remodeling in 678	Ron Springer expressed concern that the remodeling in Unit 678 might include the installation of a wood-burning fireplace. Fritz Sampson will contact the homeowner to determine that his is not the case.

6. Set Next Meeting Date

Item	Discussion/Action Taken
Next Meeting Date, Time and Location	Date: Monday, July 20, 2020 Time: 4:00 p.m. MDT Location: Zoom

7. Adjournment: Time: 5:18 p.m. MDT

Recorded by:

John Mize, Director