

**Park River West Condominium Association
Board of Directors Meeting
Monday, December 13, 2021 – Via Zoom Conference**

A meeting of the Board of Directors of the PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC. (the "Association") was held on Monday, December 13, 2021, at 3:00 p.m. MST via ZOOM online/video meeting application. President Stew Squires (618) presided. Association Secretary John Mize (615) prepared these Minutes.

1. **Call to Order / Roll Call.** The Meeting was called to order at 3:00 p.m. by President Stew Squires (618). The following Directors of the corporation were present via ZOOM: Stew Squires (618); Fritz Sampson (633), Vice President; Helen Evans (619), Treasurer; John Mize (615), Secretary; Sandra Ireland (670), and Steve Tice (655). Rick Stephens (603) was not available.
2. **Conflict of Interest Disclosures.** Pursuant to the PRW Conflict of Interest Policy, Stew Squires (618) inquired if any of the directors have a conflict of interest needing disclosure before the meeting. Steve Tice (655) disclosed a conflict concerning the consideration of the Trailblazer broadband services due to his wife being employed by that entity. It was agreed that Steve could participate in the discussion of that issue but recuse himself from voting on any action taken.
3. **Approval of Minutes.** The minutes of the Board of Director's meeting held on November 8, 2021, were presented for approval.

Action Taken: It was moved, seconded, and unanimously adopted to approve the minutes of the Board of Director's meeting held on November 8, 2021.

4. **Treasurer's Report.** Helen Evans (619) sent the Budget Report, Balance Sheet and Profit/Loss statements to the Board prior to the meeting. PRW has \$34,442 in the checking account as of December 11, 2021, and a total of \$164,522 in reserves as of November 30, 2021, of which \$154,496 was held in the Bank of Colorado Reserve Account and \$10,026 was held in the Schwab Corporate Account. All dues for 2021 have been collected and all bills have been paid, except for the river path renewal work for which our bid was \$10,000. To date, we have incurred \$1,162.50 in legal fees from Robert Foster over the Trailblazer broadband issues. We should end 2021 within budget.

Action Taken: It was moved, seconded, and unanimously adopted to approve the Treasurer's report as presented.

5. **Owner Compliance Issue (Unit 602 Parking Violation).** Pursuant to the minutes of the November 8, 2021, Board of Directors Meeting Minutes, a notice of a hearing and proposed fines was sent to Unit 602, who elected not to appear or offer evidence contesting the matters or proposed fine set forth in the Notice of Hearing. Vice President Fritz Sampson reported that on September 26, 2021, he received a complaint that the short-term renter of Unit 602 or their guests parked a recreational vehicle in the drive bib. The violation was verified by photographs and actual inspection by the Vice President on September 27, 2021. The Unit owner acknowledged the violation by text message and further stated that the renter refused to comply with the Declaration and would not move the RV until September 29, 2021. This is the third violation in this unit during September of 2021.

Action Taken: It was moved, seconded, and unanimously approved that Unit 602 is assessed a fine of \$600.00 for the multiple offenses committed on September 26-29, 2021, as specified in the Notice of Hearing. Notice of the fine and request for payment will be sent by Stew Squires (618) to the owner of Unit 602.

6. **Old Business.**

a. **River Path Restoration Project.** John Mize (615) reported that Ben Ekeren of Park Landscaping, who was awarded the bid to do the river path restoration, has completed the river path renewal work and John forwarded the report on the work from Dennis McDonald (620), our landscaping coordinator, to the board in advance of the meeting.

b. **Trailblazer Broadband Access Agreement and Easements.** Fritz Sampson (633) forwarded today a letter that Robert Foster and he sent to the City last week responding to a letter they had received from the City Attorney concerning Trailblazer's rights of access across an existing utility easement on the north side of Park River West property. There is no further action warranted at this time, and it was discussed that all action authorized by the owners at the Special Owner's Meeting on October 12, 2021, has been taken with no adequate response from the Trailblazer.

c. **Clarification of Deck Repair Resolution as to Scope of Association Repair.** Fritz Sampson (633) forwarded today a set of principles he is proposing to try to make the deck repairs more fairly and equitably applied for all owners. No action was taken, and this was tabled.

d. **Reserve Study Discussion.** President Stew Squires (618) re-sent the bid packet and reserve study samples from Association Reserves based in Golden, Colorado. After review and investigation, he is recommending that we retain Association Reserves to conduct the Loyalty Update plan at a total cost of \$4,600 which is within the budget set by the members at the 2021 annual meeting. This will include an initial full reserve study with an on-site visit, a twelve-week turnaround, and two follow-up studies over the next two years, which will not include on-site visits.

Action Taken: It was moved, seconded, and unanimously adopted to approve the President's recommendation to retain Association Reserves of Golden Colorado to conduct its Loyalty Update Reserve Study program, with a twelve-week turnaround in the initial study, at a cost of \$4,600 and the President is authorized to execute and deliver a contract confirming the transaction.

7. **New Business.** Stew Squires (618) updated the board with information he has concerning the status of the construction of the new sewer treatment plant in Estes Park and Fritz Sampson (633) discussed the proposed development across the river from Park River West. No action was needed or taken.

8. **Next Board Meeting.** The next board meeting will be at 3:00 p.m. MST on Monday, February 14, 2022, and will be held via Zoom conference call.

9. **Adjournment.** There being no further business, it was moved, seconded, and unanimously approved to adjourn the meeting at 3:45 p.m., MST.

Minutes Prepared and Signed on: John Mize, 12-16-21
John Mize, Secretary Date