

**Park River West Condominium Association  
Board of Directors Meeting  
Monday, January 19, 2026 – Via Zoom Conference**

A meeting of the Board of Directors of the PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC. (the “Association”) was held on Monday, January 19, 2026, via ZOOM online/video beginning at 2:57 p.m. MT. Secretary Faye Bellman-Yohe (617) prepared these minutes.

1. **Call to Order / Roll Call.** The meeting was called to order at 2:57 p.m. MT by President Carol Primdahl (653). The following Directors of the corporation were present via ZOOM: Carol Primdahl (653), President; Tom Shepherd (636), Vice President; Helen Evans (619), Treasurer; Jeff Shaw (647), Assistant Treasurer; Faye Bellman-Yohe (617), Secretary; Rhonda DeLong (604); John Mize (615); Stew Squires (618); and Chris Hines (602). Fritz Sampson (633) also attended as a guest.
2. **Conflicts of Interest Disclosures.** Following the PRW Conflict of Interest Policy, Carol Primdahl (653) inquired if any of the directors have a conflict-of-interest needing disclosure before the meeting. No disclosures were made.
3. **Member Forum** - An opportunity for presentation by members to provide information to the Board of Directors on any non-agenda item. Note: The Board cannot take any action on non-agenda items but include the item on a future agenda. **Member Comment on Agenda Items:** Member comments will be heard by the Board at the conclusion of the agenda. Persons addressing the Board shall raise hand and first be recognized by the President and may speak only one time per agenda item. Speakers shall state their name and unit number for the minutes, address comments to the Board as a Body, and shall be allotted three (3) minutes for comment.
  - a. The meeting agenda is posted to the PRW website prior to the meeting.
4. **Approval of Minutes.** The minutes of the December 15, 2025, Board Meeting were emailed to the Directors prior to the meeting for their review and have been loaded to the PRW website.

**Action Taken:** It was moved, seconded, and unanimously adopted to approve the minutes of the Board of Directors meeting held on December 15, 2025.

5. **Treasurer’s Report.** Helen Evans (619) sent the Balance Sheet, and Profit/Loss statements, and the Budgets to the Board for review prior to the meeting. She included two budget summaries - one for the 2025 year-end actual report and the one for YTD 2026.

Here are the account balances rounded to the nearest dollar as of January 17, 2026:

Bank of Colorado Checking - \$122,838  
Schwab Operating - \$22,250  
Schwab Reserves and Capital - \$493,135

Per the budget, on January 2, the Q1 requirement of \$26,615 was moved from Bank of Colorado checking to Schwab Reserves/Capital account.

On January 15, a \$232,000 T-bill matured. The same day, a \$259,000 T-bill was purchased for \$256,693. It will mature on April 16, 2026 giving a profit of \$2,307 (3.64%).

On Dec 17, Zeik Construction submitted a bill for \$6718.70. This was \$3500 for gutter cleaning, \$2450 for fire mitigation (removing tree branches that were within 3' of a building), \$200 for two trailer loads to the dump, and \$569 for dump fees.

Monies carrying forward from 2025 into 2026 will be \$33,015. This is \$22,221 from Schwab Operating and \$10,794 from checking.

All other expenses were routine.

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

**a. Discussion on budget overage –**

The Board discussed the 2025 overage of \$33,015 and the various ways to properly allocate the funds with fiduciary responsibility to all Unit Owners. Carol brought up a listing of potential 2026 budget gaps for discussion:

<b>2025 budget overage</b>	<b>\$ 33,015</b>
<b>Potentail 2026 budget gaps</b>	
Declaration rewrite	\$ 5,000
Painting	\$ 4,270
Asphalt	\$ 4,000
Sewer	\$ 2,500
<b>Total</b>	<b>\$ 15,770</b>

- There will be a painting overage this year because the Board voted to take care of an additional building this year to utilize Thom Shafer while he is still painting.
- Stew brought up the fact that the 2025 asphalt overage was due to the fact that we chose to add one section that needed to be done in 2025 but was in the budget for 2026. Hence, the 2025 overage will most likely be recouped in 2026.
- Helen raised the point that there could also be overage in the asphalt due to the charges from Thom Shafer for putting up protection on the garage doors. This cost was put under Asphalt.
- The need for funding initiatives for the landscape maintenance this year was also discussed.
- Rhonda voiced opinions about carefully reviewing the overages each year and ensure we are thoughtful about handling the overages. It was also stated that in the past years, when overages have occurred, the monies were either all moved to Reserves or split between Reserves and Operating.

**Action Taken:** It was moved, seconded, and unanimously adopted to move/keep the 2025 overage funds into the Schwab Operating Account to take care of some of the projected 2026 overages.

## **6. Old Business**

- a. **Update on Declaration Rewrite** – John reported that the document was sent to legal counsel for review. Feedback from legal was then reviewed between John and Fritz with many (but not all) suggested changes incorporated into the rewrite. Faye also reviewed the document and made minor formatting and grammatical corrections. The final updated document was sent to the Board members prior to the meeting. John asked for unanimous approval from the Board with the next step being to send the document to the mortgage holders and give them 60 days to respond (note: lack of response from a mortgage holder is by default an approval).

**Action Taken:** It was moved, seconded, and unanimously approved to move forward with the Declaration Rewrite and notify the mortgage holders.

- b. **Review Critical Board Actions Calendar** – Faye reviewed the Critical Board Action Items noting that the 2025 items were completed and brought up the items for January & February 2026:
- i. Updated email listing was sent to the CPA.
  - ii. The CPA sent out the 2026 statement to unit owners regarding 2026 dues.
  - iii. Year-end financial reports were reviewed by the Board.
  - iv. Auto payments for insurance premiums were reviewed and Helen reported all was ok.
  - v. The report on deck repairs for which the HOA has paid is updated on the G-Drive.
  - vi. It was determined that the Reserve Study was not needed this year, but will need to include an estimate for it in 2027 budget.
  - vii. The annual report to Firewise was completed, however Carol will confirm its completeness.
  - viii. Chris Hines will begin the annual rental registration process in the next week or so.
  - ix. Regarding painting estimates, Stew indicated that we already have estimates for this year. However, Tom also brought up the fact that the signage needs to be repainted and he would like to reach out to Thom Shafer for an estimate on that as well. The board agreed that the painting and lettering needs a refresh. Carol mentioned that the most recent painting requests are listed in the “Contact Us” request summary on the G-Drive.
  - x. Additional entries were added to the list: 1) send survey out to unit owners to confirm accurate contact information (ahead of the annual meeting); and 2) change the password for the website to obtain owner contact information.
- c. **Landscaping Update** –
- i. Tom mentioned the dead tree in front of Unit #610. A bid of \$225 was obtained from Park Landscaping to cut it down and haul it away. This is on the list to be completed in the spring, but it will not include grinding out the stump.
  - ii. Tom also discussed the need and desire to create a 3-5-year plan which includes fire mitigation as well as a comprehensive landscape maintenance plan. The Landscape Committee developed a Request for Qualification form that they would like to go ahead and send out and hopefully come back with a list of companies to partner with for our community. The concept of the RFQ was to get feedback from various companies to see what they offer and are willing to do. After RFQ’s are returned and reviewed by the committee, the second step would be to setup on-site visits and discuss further with each company. The intent would be to vet out those interested companies and then determine with whom to move forward for pricing proposals, etc. The steps would be:
    - February: Get through the Request for Qualification process
    - March: Get through the Request for Proposal process
    - April: Present to the Board and determine how to move forward given the current budget dollars available.
  - iii. Tom also confirmed that in the meantime we still have Zeik Construction doing the basic landscaping maintenance.
  - iv. It was also discussed that previous attempts to get owner involvement in the landscaping maintenance has not been supported very well. Hence, with Dennis’ departure, we will need to engage with outside companies.
  - v. Tom added that once we get resources in place, the first priority will be to address fire mitigation strategies as discussed with the Estes Valley Fire Department.

**Action Taken:** It was moved, seconded, and unanimously approved to move forward with the Request for Qualification form as written for distribution to landscape companies within the Estes Valley area for proposals for the landscape work.

- d. **New Contact Us emails** – Carol presented the spreadsheet and reviewed the new comments/requests.
  - i. Unit #610 – requested removal of dead tree. The Board approved a bid to remove the dead tree in the spring.
  - ii. A few requests came in regarding 2026 dues. All were responded to and are either completed or on the list for attention at a later date.
  - iii. Mountain lion sighting was reported which prompted a safety alert being emailed to the unit owners.
- e. Discussion of Roof Replacement quotes– Stew presented some slides and discussed a few options for roof replacements (presentation is attached as Exhibit A at the end of these minutes). Estimates from Apex Roofing Co., Gold Roofing, Inc., and Weddle & Sons Roofing were reviewed, compared and discussed extensively amongst the board.

**Action Taken:** It was moved, seconded, and unanimously approved to move forward with the bid from Gold Roofing to install Owens Corning class 4 impact resistant shingles on 5 buildings.

## **7. New Business**

- a. Unit 664 – Brad Ermeling - Deck replacement proposal was submitted to the Board. Fritz reviewed the proposal and recommended some changes.

**Action Taken:** It was moved, seconded, and unanimously approved to move forward with the proposal contingent upon the recommended changes be incorporated in the proposal.

- b. Welcome New Owners Scott and Laural Grossman in Unit 647
- c. Due to the long length of the meeting, the parking violation topic was moved to the next meeting.

## **8. Potential agenda topics for future meetings**


- a. HOA Insurance – Rhonda
- b. Website updates (webcam, community photos, etc.) – Faye
- c. River path bench to honor the McDonalds – Fritz in Spring 2026
- d. Non-curable violations – can a definition be defined that complies with Colorado State law

## **9. Next board meeting will be held on Monday, February 16, at 3PM MT via Zoom.**

## **10. Adjournment**

**Adjournment of meeting.** It was moved, seconded, and unanimously approved to adjourn the meeting at 4:54 p.m. MT.

Minutes prepared and signed: January 21, 2026

By:   
Faye Bellman-Yohe, Secretary

# EXHIBIT A

## Roof Replacement Proposal

### PRW Roof Replacement

1-19-26

### Shingle Comparison

#### 1.6 Comparative Technical Matrix

The following table synthesizes the critical physical properties of the four systems.

Specification	OC Duration STORM®	OC Duration FLEX®	CT Landmark ClimateFlex®	GAF Timberline ArmorShield™ II
<b>Class 4 Mechanism</b>	Scrim/Web Backing (WeatherGuard®)	SBS Polymer Asphalt	SBS Polymer Asphalt	SBS Polymer Asphalt
<b>Reinforcement</b>	SureNail® (Woven Fabric)	SureNail® (Woven Fabric)	NailTrak® (Wide Zone)	StrikeZone™ (Wide Zone)
<b>Approx. Weight</b>	~188 lbs/sq (Tested)	~188 lbs/sq (Tested)	~229-240 lbs/sq	~216 lbs/sq
<b>Wind Rating</b>	130 MPH	130 MPH	110 MPH (130 w/ upgrade)	Unlimited (WindProven™)
<b>Cold Flexibility</b>	Low (Oxidized Asphalt)	High (SBS Modified)	High (SBS Modified)	High (SBS Modified)
<b>Granule Adhesion</b>	Standard	Enhanced (SBS)	Enhanced (SBS)	Standard (Dura Grip)

# Evaluation for Selection

## Section 5: Strategic Synthesis and Recommendations

### 5.1 Comparative Performance Matrix

Feature	OC Duration Flex	OC Duration Storm	CT Landmark ClimateFlex	GAF ArmorShield II
<b>Best for Hail (Impact)</b>	High	Moderate (Scrim)	<b>Highest</b> (Mass + SBS)	High
<b>Best for Wind (Seal)</b>	<b>Highest</b> (SureNail + SBS)	High (SureNail)	High (Requires 6-nail)	High (Chemical Seal)
<b>Best for Cold Install</b>	<b>Excellent</b>	Poor (Rigid)	<b>Excellent</b>	Good
<b>Aesthetics</b>	Standard	Standard	<b>Superior</b> (Max Def)	Standard
<b>Manufacturer Stability</b>	High (BBB)	High (BBB)	<b>Highest</b> (BBB+)	Moderate (BB)

# Cost of Ownership

## Decision Matrix: 30-Year Total Cost of Ownership

	Owens Corning Duration FLEX	CertainTeed Presidential...	GAF Timberline ArmorShield II
Initial Install Cost	\$\$\$ (Moderate)	\$\$\$\$\$ (Highest)	\$\$\$ (Moderate)
Insurance Discount	YES (Class 4 SBS)	YES (Must be 'IR' version)	YES (Class 4 SBS)
Estes Wind Risk	LOW (SureNail Strip)	LOW (Due to heavy mass)	MEDIUM (No fabric strip)
Maintenance Risk	Low (Seals Fast)	Medium (Requires Hand-Sealing)	Low (Seals Fast)
30-Year Net Cost	LOWEST OVERALL	HIGHEST OVERALL	LOW/MODERATE

# Install Cost Comparison

	Roof			Gutter	Nailing	Eaves	Rakes	Valleys	Vents	Upgraded	Warranty		
		5 yr work											
<b>Apex Roofing</b>		Complete System???	Steel	6 Nail	6'	6'	6'	Around			20 years		
630-32	\$31,550		60.49%	\$4,952							Proration Starts???		
642-44	\$31,550		30.48%	\$4,952									
650-52	\$31,550		30.48%	\$4,952									
654-56	\$31,550		33.82%	\$4,952									
658-660	\$23,950		1.59%	\$4,500									
	\$150,150		<b>30.37%</b>	\$24,308	<b>\$174,458</b>	<b>\$46,052</b>	<b>35.86%</b>						
		15 yr work									20 year before proration		
<b>Weddle Bros</b>		Complete System	Aluminum	6 Nail	6'	6'	6'	Around	3* - \$6/sq	Squares	\$6	\$8	
630-32	\$24,050		22.34%	\$3,405					10yr work	40	\$240	\$320	
642-44	\$27,034		11.80%	\$5,140					4* - \$8/sq	48.3	\$290	\$386	
650-52	\$27,075		11.97%	\$4,844					15yr work	48.3	\$290	\$386	
654-56	\$27,996		18.75%	\$5,105					No Chg	47	\$282	\$376	
658-660	\$27,347		16.00%	\$5,106						47	\$282	\$376	
	\$133,503		<b>15.92%</b>	\$23,600	<b>\$157,103</b>	<b>\$28,697</b>	<b>22.35%</b>				\$1,384	\$1,845	
		10 yr work									20 year before proration		
<b>Gold Roofing</b>		Complete System	Steel	6 Nail	6'	6'	Interleaved Closed	Preferred				\$8	
630-32	\$18,974	\$685	\$19,659	\$800						40		\$320	
642-44	\$23,338	\$842	\$24,180	\$1,742					10yr work	48.3		\$386	
650-52	\$23,338	\$842	\$24,180	\$4,040					\$1,845	48.3		\$386	
654-56	\$22,775	\$801	\$23,576	\$3,503						47		\$376	
658-660	\$22,775	\$801	\$23,576	\$3,150						47		\$376	
	\$111,200	\$3,971	\$115,171	\$13,235	<b>\$128,406</b>						Bid Incl	\$1,845	