Park River West Condominium Association
Board of Directors Meeting
Monday, September 14, 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, September 14, 2026, via ZOOM online/video beginning at 3:02 p.m. MT. Secretary Faye Bellman-Yohe (617) prepared these minutes.

1. **Call to Order / Roll Call.** The meeting was called to order at 3:02 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; John Mize (615); Greg Shipman (625); and Chris Hines (602). Rhonda DeLong (604) joined late. Fritz Sampson (633) and Stew Squires (618) also attended the meeting to give updates on the signage and roofing.

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. No one requested to attend.

4. **Approval of Minutes.** The minutes of the August 8, 2026, 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 August 8, 2026**.**

5. **Treasurer's Report**. Helen Evans (619) sent the Balance Sheet, Profit/Loss statements, and the Budget Summary to the Board for review prior to the meeting.

   Account balances rounded to the nearest dollar as of September 11, 2026 are:
   Bank of Colorado Checking - $23,693
   Schwab Operating - $18,613
   Schwab Reserves and Capital - $404,038

   A $130,000 T-bill matured on Sept 3. On Sept 4, a $110,000 T-bill was purchased for $109,010. It will mature on Dec. 3, 2026, giving a profit of $990 (3.85%). $20,000 was held back to move to checking as needed for the ongoing flood mitigation driveway and drainage repairs at Units 629/631.

   The water bill for July was about 4 times the normal usage and about 3 times the normal usage in August. The causes and remedies will be discussed under Landscape Updates.

   Fort Collins Tree Care was paid $570 for spruce needle scale mitigation.

CJM was paid the following:

$185 to clean drains and disposal as a result of the torrential rains in July.
$497 to inspect and clean various gutters
$3,557 for tree trimming and disposal for fire mitigation

The following was paid for the work on Units 629/631 flood mitigation driveway projects:

EP Valley Asphalt was paid $684 as 10% down payment.
CJM was paid $5270 for concrete work and clean out of the area between the units

As these bills were capital expenses on Units 629/631, $5,954 was moved from Reserves to Checking on Sept. 11, 2026.

Other expenses paid were:

Gold Roofing - $525 for roof repairs on Units 624/626.
Got You Covered - $650 for staining the new deck at Unit 664
Helen Evans - $342 for the annual renewal of the PRW PO Box.

All other expenses were routine.

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

6. **Old Business**
   a. **Review Critical Board Actions Calendar** – Faye reviewed the annual work plan and updated progress on the various items such as: landscaping, HOA license renewals, and Firewise Certification. Faye will get with Rhonda to streamline and better document the calendar items pertaining to Insurance.

   b. **Confirm e-vote for Unit 629-631 flood mitigation driveway quotes** - Tom sent out a quote for the repair and improvement of drainage at and between units 629 and 631 utilizing CJM Services and Estes Valley Asphalt. Due to the discovery of a heavily saturated area between units 629 and 631, additional work was needed. The estimate for the additional work was also sent to the board prior to the meeting.

   Action Taken: It was moved, seconded, and unanimously adopted to confirm the e-vote approval and the additional repairs required to resolve the drainage issues between units 629 and 631.

   c. **Landscaping Update** – Tom reported that all 136 junipers have been removed. CJM Services completed the work. Tom also reported that the $3K in grant money awarded to PRW will be utilized. Other topics included:
      i. The August 18th bench dedication for Dennis and Lory McDonald was well-received.
      ii. Fall cleanup will be discussed in the September 16th Landscape Committee meeting and recommended priorities will be presented to the Board in October.
      iii. Russian thistles located around the community have been staked out and will be addressed.
      iv. Water usage for the last 3 months has been excessively high. It is suspected that it was due to a leak in one of more of the units. It was also noted that one of the meters may not be working properly and this will be discussed with the Town of Estes Park.

d. **Revised pricing for new signage to prevent U-turns at 615** – Fritz Sampson (633) presented new quotes for signage to prevent turnarounds in the private driveway bibs.

> **Action Taken**: It was moved, seconded, and adopted (7 to 2 vote) to install the proposed signage at 3 entrances as a trial. Depending on the results, signage at the remaining entrances may be installed in the Spring.

e. **Contractor Proposals**

   i. **Contractor Non-smoking Policy** – John Mize (615) previously provided verbiage to use when PRW engages with contractors to implement a non-smoking policy.

   > **Action Taken**: It was moved, seconded, and unanimously adopted to implement a non-smoking policy with contractors hired by PRW.

   ii. **Prohibited use of exterior unit power outlets by contractors** – The Board discussed this briefly. It was decided to postpone implementing any policy since our regular contractors are not currently an issue.

7. New Business

a. **Welcome new owners** - Lisa and Stephen Schoch, Unit 650; and Brian Hanchey, Unit 643.

b. **New Contact Us emails** – Carol mentioned 2 requests:

   i. **Harriman Unit 658** – request to add 2 power outlets on the exterior of their unit. They have already installed one outlet without Board's approval in the eave of their unit. The second outlet would be installed at the top of their deck so that an awning can be plugged in. After a lengthy discussion, the board agreed to the following:
      1. The outlet installed without consent can remain. However, they will be informed that there can be no cord plugged into the outlet that is visible from the street.
      2. Regarding the second outlet, the Board will advise that the awning should be hard-wired as opposed to having an outlet installed.

   > **Action Taken**: It was moved, seconded, and unanimously adopted to approve the outlets/installation as documented in #1 and #2 above.

   ii. **Housinger Unit 613** - Asked a general question about ADA allowance for disabled STR guests. This topic was discussed however it was decided that more research was needed and was tabled for a future meeting.

c. **Town's Moraine Ave Trail Project** – Carol informed the Board that she has been in collaboration with the HOA's to the East and West of PRW. A survey is being drafted to get initial concerns from Owners of all 3 HOAs to present to the Town of Estes Park in the near future. – refer to email sent on September 3rd for update. The hope is to keep abreast of the designs and ensure the town is aware of the concerns from the neighborhoods.

d. **Siding damage quote from Thom Shafer** – Carol presented the quote and pictures of the siding damage due to the initial construction. The roofing shingles are touching the siding, causing deterioration and needed repairs. Tom will be providing quotes for 2 options: 1) do the repairs all at once – perhaps during the winter when the weather is good; or 2) complete the repairs as we install new roofs.   The Board decided to push this discussion to the next Board meeting when hopefully we'll have both quotes to review.

e. **Update on 2027 Roofing project** (638-640, 634-636, 635-637, 651-653-655 & 639-641) – This topic was pushed to the October meeting. Carol did, however, mention that Gold Roofing informed Stew that they anticipate a price increase in October and that they should be able to provide quotes once the new pricing is finalized.

8. **Potential agenda topics for future meetings**
    a. Website Updates - make select PRW info password protected – Faye
    b. 2027 Roofing quotes for 5 buildings (638-640, 634-636, 635-637, 651-653-655 & 639-641) – Stew
    c. Record retention requirements - Faye

9. **Next board meeting – Tuesday, October 20th, at 3PM MT via Zoom.**

10. **Adjournment**

Adjournment of meeting. It was moved, seconded, and unanimously approved to adjourn the meeting at 4:50 p.m. MT.

Minutes prepared and signed: September 15, 2026

By: Faye Bellman-Yohe

Faye Bellman-Yohe, Secretary