Park River West Condominium Association
Board of Directors Meeting
Monday, July 27, 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, July 27, 2026, via ZOOM online/video beginning at 2:59 p.m. MT. Secretary Faye Bellman-Yohe (617) prepared these minutes.

1. **Call to Order / Roll Call.** The meeting was called to order at 2:59 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; Faye Bellman-Yohe (617), Secretary; Rhonda DeLong (604); John Mize (615) and Stew Squires (618). Jeff Shaw (647), Assistant Treasurer; and Chris Hines (602) were absent. Greg Shipman (625), Becky Gilberto (629), and Fritz Sampson (633) also attended the meeting.

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. Unit 662 – Robert Chamberlain requested to attend the Board meeting. The meeting link was sent to Robert, but he did not attend.

   b. Unit 629 – Becky Gilberto requested to attend the Board meeting. Becky commented on the flooding that occurred last Wednesday in her garage and the continuous problems she has had over the years with the puddling of water in her driveway. She requested the Board to consider fixing the drainage and the slope/pitch of her driveway. She feels that with the amount of water, something needs to be done so that this is taken care of as soon as possible. She also stated that her driveway has been an ice rink in the winter and that the issue has been going on for quite some time without remediation. There is a gap between the driveway and the porch steps that should also be looked at.

   In response, Tom gave an update on his findings. Tom walked the property during the additional rain event on Friday. It was evident that some of the issue was due to drainage problems coming off of Moraine which had a direct impact on PRW. Tom reached out to the Public Works Department and a meeting was held on Monday, July 27th. They walked the area and agreed that there is an issue and that the town needed to take responsibility to get it fixed. The town plans to retrench the drainage along Moraine and the ditch between the sidewalk and Moraine. They will clean out the drainage pipe that runs under Moraine to the north side of the road. And, they will regrade the area to the north of Park River Place to help alleviate the flooding that occurred in the River Rock community. The Public Works team also indicated that they could work with us on some of the other areas in PRW in terms of how the water flows.

   Carl (CJM Services) is working on a plan to address the drainage issues at Unit #629-631 as well as Units #610-612. Until a permanent solution can be proposed to the Board, the plants and rocks between Unit #629 and #631 will be removed and that area cleaned up to improve the drainage. Carl will get this completed as soon as he hears from the town regarding locating any buried utility lines which hopefully will be in the next couple of days.

Tom reported that the flooding at Units #610-612 was a different issue and currently the cause is unknown. Carl (CJM Services) will be discussing this with an engineer to see what could be done. In the past, some French drains have been installed to address the issue, but with the huge rain event that occurred on Wednesday, #612 still got a few inches of water in their basement. Tom will report back on the findings.

4. **Approval of Minutes.** The minutes of the June 22, 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 June 22, 2026**.**

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

Here are the account balances rounded to the nearest dollar as of July 22, 2026:
Account balances rounded to the nearest dollar are:
Bank of Colorado Checking - $52,216
Schwab Operating- $18,556
Schwab Reserves and Capital - $407,950

On July 7, 2026, per the budget requirement, $14,535 was moved from checking to reserves. This is the required amount of $26,615 minus various capital expenses that were paid directly from checking.

On July 16, 2026, a $140,000 T-bill matured. The same day, a $159,000 T-bill was purchased for $157,415. This will mature on October 22, 2026 giving a profit of $1,575 (3.79%).

State Farm notified us that starting August, 2026, the monthly deduction will increase $755.85 from $6,699 to $7,455.41.

Schwab Plumbing was paid $1974 for the annual back flow test and replacement of one backflow preventer.
Auciello Applicators was paid $2382 for noxious weed control.
Empire Glass Company was paid $784 to replace Unit 651 window broken while mowing.
CJM Services was paid $402 for field mowing after deducting the cost of the window replacement.
CJM Services was paid $650 for sprinkler start-up, setting clocks, and leak checks.
Carol Primdahl was paid $51 for annual meeting expenses.
Faye Bellman-Yohe was paid $36 for annual meeting expenses.

All other expenses were routine.

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

Carol brought up the fact that the Bank of Colorado is now requiring a signed document by August 12th stating that we are following best practices for taking ACH payments and dues. With the assistance of John and Helen, a new policy document was drafted and sent to the Board for review. John made a motion that Helen be authorized to sign the agreement as requested by the Bank of Colorado, and that we go ahead and approve the Electronic Payments Policy previously distributed to the Board for review.

Action Taken: It was moved, seconded, and unanimously adopted to approve the Electronics Payment Policy and authorize Helen to sign the agreement with the Bank of Colorado.

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, insurance, Colorado corporate report filing, and preparing for the annual meeting. Additionally, it was requested to add a line to the calendar of actions which would remind the Board to review/update the schedule for yearly fines since the Declaration was updated giving the Board that ability.

   b. **Landscaping Update** – Tom provided an update on the work being performed by CJM Services. (See Attachment A for the details.) Additionally, Tom indicated that the crew was busy hand-trimming the tree suckers and starting to pull out the junipers. Even though a full power wash of all the gutters was completed last fall, Tom is also reviewing the complaints about clogged gutters and addressing them one-by-one as well as investigating the use of gutter guards in the future. The noxious weed spraying went well and the owners were very appreciative of the advance notice given. It also came in under budget.

   HOA Insurance – Rhonda provided results of her meetings with State Farm Agent Allen Coe. The new annual premium, with our current coverage and deductibles, will be $89,460.74. The new premium cost takes into consideration the roofing work that has been done to date, and it includes our current wind and hail deductible of 2%. This is an 11% increase over last year, which is what we expected. For context, last year's increase was 18%, and the year before was 33%. Allen regards this year's increase as a positive trend. They also considered reducing the wind/hail deductible as a possible place to gain some savings. Here are the options to reduce the annual premium by increasing the deductible on the wind/hail coverage:

   i. Increasing the deductible from the current 2% to 3% would reduce the premium to $88,622 per year. This is a reduction of $838, which is less than 1% of the annual premium. This would save each of the 68 units about $12 per year.
   ii. Increasing the deductible from the current 2% to 4% would reduce the premium to $87,819 per year. This is a reduction of $1,641, which is 1.8% of the annual premium. That would save each of the 68 units about $24 per year.
   iii. Increasing the deductible from the current 2% to 5% would be exactly the same cost as the 4% deductible. And 5% is the highest deductible available.

   Rhonda stated that it seems clear that the miniscule reduction in premium from increasing deductibles creates an incentive to maintain the current deductible. She doesn’t believe that saving each unit $1 to $2 per month would justify a higher deductible. Tom mentioned a discussion with an owner at River Rock (to the East) and they are using Farmers Insurance. So, that may be something to review in the future as well.

   After further Board discussion, a motion was made to continue with the current policy level and deductible.

   Action Taken: It was moved, seconded, and unanimously adopted to approve the State Farm Insurance Policy Quote with the current level and deductibles.

c. **Proposals - Contractor Non-smoking policy and prohibited use of exterior unit power outlets** – Due to the meeting length of time and the power loss during the meeting, this topic is being pushed back to the September meeting.

d. **Revised pricing for new signage to prevent U-turns at 615** – – Due to the meeting length of time and the power loss during the meeting, this topic is being pushed back to the September meeting.

e. **Board Succession planning** – Carol commented that originally two owners – Greg Shipman and Doug Feck - had expressed willingness to join the Board. However, Doug later responded and withdrew due to a new work contract which will increase his workload. Doug did indicate that he would support a maintenance committee. So, at this point, Greg Shipman is the only candidate to stand for election.

Additionally, Fritz questioned whether the new Maintenance Committee would take over the asphalt maintenance. Carol indicated that it would not be included in the Maintenance Committee. Fritz then mentioned that he is willing to do the asphalt maintenance for one more year.

f. **Annual Owners Meeting Notice, Agenda and Presentation** – Carol indicated that the annual notice was emailed/mailed to all of the owners. The draft presentation has also been sent out for review and updates. Carol will send the latest version for review and additions. The topic of practice Zoom meetings was also discussed since there was little to no attendees last year. The Board determined that perhaps one meeting would suffice since we have a number of new owners and Carol will get that arranged.

7. **New Business**

a. **Heavy Rain event on Wed., July 22, 2026 –** This was addressed above in the response to Unit #629's comments to the Board.

b. **New Contact Us Emails** – Carol presented the spreadsheet and reviewed the new comments/requests. Many were routine in nature and were either responded to and marked as completed or put on a schedule to address at a more appropriate time in the future. Year-to-date, 102 requests/questions have been received, with 84 officially being closed.

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. Dedication of River Bench for the McDonalds - Tom
d. Record retention requirements - Faye

9. **Next board meeting - Saturday, August 8th after the Annual Owners Meeting via Zoom.**

10. **Adjournment**

Adjournment of meeting. It was moved, seconded, and unanimously approved to adjourn the meeting at 4:18 p.m. MT.

Minutes prepared and signed: July 27, 2026

By: Faye Bellman-Yohe

Faye Bellman-Yohe, Secretary

ATTACHMENT A
Landscape Committee Update
July 2026 – By Tom Shepherd

CJM began landscape work at PRW this past month. The following items have been completed.

1) Backflow testing completed by Schwab Plumbing. One of five locations failed initial test. New backflow preventer was installed.
2) Noxious weed spraying was completed on July 7th by Auciello Applicators. Proactive communication was completed to all owners. One owner requested not to spray at her unit.
3) Ft. Collins Tree Care submitted a proposal to treat three Blue Spruce trees for pine needle scale. The proposal was accepted. They also provided initial pricing for pine beetle applications and for larger scale tree work. No action taken on these proposals.
4) Units reporting clogged gutters (prior to the storm) were cleaned.

Upcoming Schedule

1) Tree and bush trimming were interrupted by the rain this past week but will be ongoing now until completed. This will include cutting back the cherry tree suckers.
2) Juniper removal will now move forward in August.
3) A reminder: **Park River West has been awarded a $3000 grant by Larimer County** to assist in the removal of our property junipers. CJM has agreed to complete the balance of the juniper removals for this amount. (This will not include charges related to any selective replanting and/or weed barrier installations.)

Flood Response

1) Carl, Fritz, and I walked the property on Friday to assess the impact of this week's rain. There are two immediate drainage priorities.

A) The drainage between units 629 and 631 – to include the driveway pad at 629.
B) The drainage behind units 610 and 612.

Carl has requested locator assistance from the Town to check for any lines running in these two areas. He will look to put in a temporary fix for 629/631 and propose longer term solutions for approval.

2) I have reached out to the Town's Public Works Department to request a meeting to assess drainage issues on Moraine Avenue that directly impact PRW in these extreme rain events. An opportunity to partner with them would offer a much more effective means for our community to handle these major rainstorms.

3) The Landscape Committee will work with CJM in the upcoming weeks to prioritize solutions for necessary improvements to direct water flows in other areas of the property.