

**Park River West Condominium Association
Board of Directors Meeting
Saturday August 8, 2026 – Via Zoom Conference**

A meeting of the Board of Directors of the PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC. (the “Association”) was held on Saturday, August 8, 2026, via ZOOM online/video beginning at 11:43 a.m. MT. President Carol Primdahl (653) presided. Secretary Faye Bellman-Yohe (617) (newly elected) prepared these minutes.

1. **Call to Order / Roll Call.** The meeting was called to order at 11:43 a.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; and newly elected member Greg Shipman (625). Rhonda DeLong (604) and Chris Hines (602) were absent. Fritz Sampson (633) also attended the meeting.
2. **Election of Officers** – During the August 8, 2026, Board Meeting, the following slate of Board assignments were proposed. The asterisk indicates Board Officers given access to Park River West Bank accounts at Bank of Colorado and Charles Schwab.
 - Carol Primdahl continues as President *
 - Tom Shepard continues as Vice President *
 - Helen Evans continues as Treasurer *
 - Jeff Shaw continues as Assistant Treasurer *
 - Faye Bellman-Yohe continues as Secretary
 - Chris Hines – Continues as a member of the board and will head up the Rental Registration process.
 - Rhonda DeLong – Continues as a member of the board and will continue to focus on Insurance and G-Drive administration.
 - John Mize continues as a member of the board and will continue with governance.
 - Greg Shipman was elected to the Board during the August 8, 2026 Annual Meeting for a 2-year term.

Carol made a motion to elect the officer assignments as shown above.

Action Taken: It was moved, seconded, and passed to approve the officer roles as shown above.

3. **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.
4. **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.
5. **Approval of Minutes.** The minutes of the July 27, 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 July 27, 2026.

6. **Treasurer's Report.** Helen Evans (619) reviewed the budget report during the Annual Owners Meeting held on August 8, 2026. A motion was made and seconded to accept the Treasurer's report as presented at the PRW Owner's Annual Meeting.

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

7. **2027 Budget, Reserve Study and Dues Authorization.** A motion was made to confirm/adopt the 2027 budget as presented and approved in the PRW Owner's Annual Meeting.

Action Taken: It was moved, seconded, and unanimously approved to confirm the actions taken by the Members at the PRW Annual Meeting held on August 8, 2026. The 2027 Budget Recommendation, as mailed to the members in advance of the Annual Membership meeting on August 8, 2026, and approved by them at that meeting is accepted making dues for 2027 for each owner \$500 per month, \$1500 per quarter, and \$6000 per year.

8. Old Business

- a. **Updated Critical Board Actions Calendar** – Faye shared the calendar of tasks (which can be viewed on the PRW Website in Board Meeting Agenda folder). All items are being completed as required. All line items regarding Insurance were sent to Rhonda for review and feedback. The goal is to have more accurate information, contacts and timings.
- b. **Flood Mitigation Bids and Landscape Update** – Tom presented the Landscape update during the Annual Meeting held on August 8, 2026. Additionally, the Landscape Committee's update is included as Attachment A below. A few key points reviewed:
 - i. The draining issue at #629/#631: Tom, Greg and Fritz will meet with landscape and asphalt contractors and get a proposed solution and quote. This will be emailed to the board for electronic approval prior to the September Board meeting so that work can begin and the fix implemented as soon as possible.
 - ii. The Park River Place sidewalk repair work/quote was contingent on the cement contractor being up here already working on 629/631. If they come up here solely to work on the sidewalk, the cost will be higher.
 - iii. The water intrusion issue at #612 was postponed until the next Board meeting.
- c. **McDonald Bench Dedication** – The dedication potluck luncheon is being planned for August 18th.

9. New Business

- a. **Assessment of Annual Meeting** – Overall it seems that the meeting went well. There is some concern as to the lack of attendance. Twenty-nine (29) attended the meeting, 10 sent in proxies, and 29 owners did not attend, nor did they send in a proxy.
- b. **Unit 624 Roof Leak** – Stew contacted Gold Roofing who completed a temporary repair. They will submit a quote for the permanent solution.

10. Potential agenda topics for future meetings:

- a. Board member transition plan - Carol
- b. New Contact Us emails – Carol

- c. Town's Moraine Ave Trail Project - Carol
- d. Proposals - Contractor Non-smoking policy and prohibited use of exterior unit power outlets – John/Tom
- e. Revised pricing for new signage to prevent U-turns at 615 – Fritz
- f. Website Updates - make select PRW info password protected – Faye
- g. 2027 Roofing quotes for 5 buildings (638-640, 634-636, 635-637, 651-653-655 & 639-641) – Stew
- h. Record retention requirements - Faye

11. Next board meeting set for Monday, September 14th at 3PM MT via Zoom

12. Adjournment –

ACTION TAKEN: It was moved, seconded, and unanimously approved to adjourn the meeting at 11:19 a.m. MT.

Minutes prepared and signed: August 8, 2026

By: 
Faye Bellman-Yohe, Secretary

ATTACHMENT A
Landscape Committee Update – August 2026

CJM is continuing to prune and clean out deadfall around the property and is also addressing the impact of last month's storm damage.

1) Numerous drains were inspected and cleaned because of the storm. (It was noted that several of the gutters were ones that had new roofs. A large amount of nails in the gutters served to create blockages.)

2) Jamin Rucker from the Town's Public Works Department inspected the drainage coming from Moraine Avenue and acknowledged that the problem was the Town's to fix. A crew was sent to clear the culvert under the road. The regrading of the channel next to the road is set to begin within the next ten days. This will address the genesis of the water problem flowing across Moraine that directly impacted 629/631 last month.

3) CJM has provided quotes for the improvement of drainage between 629/631. In addition, Carl has provided a quote to improve the driveway at 629. The quotes are as follows:

- \$9418.40 for the drainage between 629/631
 - Replace asphalt driveway with new concrete drain pan (M&C Concrete – Loveland)
 - Approximate size 32'x8' and 5 inches thick
 - 4000 psi concrete with fiber, rebar, broom finish
 - Haul away of old material
 - Two 18" Double wall culvert pipes with flairs
 - Removal of existing rocks, digging, retrenching, backfill, and compact around culvert
 - Repair drip irrigation lines
 - All labor included
- \$4175.53 for driveway pad repair for 629
 - Replace asphalt by front steps and the garage door with concrete
 - Add grated trench drain in front of garage door to drain to culvert
 - Concrete and process same as above
 - Haul away of old material
 - All labor included

4) There is also a section of damaged sidewalk on the west end of Park River Place. An owner reported it after she tripped and fell. It has been spray painted to create attention for walkers. A quote request was made for the re-leveling and replacement of the sidewalk section. The quote provided is \$550 if done at the same time as the above drainage project. The same concrete specs provided for the drainage apply.

5) There are two issues at 612:

- They had water intrusion in their basement after the largest rainstorm last month. Carl and I met with Brad Menard to better understand the water point of entry. We're still investigating potential cure options. They received no additional water in the subsequent storms that week.
- They have voiced a desire for better landscape options other than dirt in front of their unit. Although I have not previously supported reintroducing grass as an option, CJM believes if planted with an appropriate amount of new soil that grass may still be a viable solution. It would also be the least costly alternative. The Menards will be happy with this. CJM has submitted a quote for \$785.10 for planting grass in front of their home. His quote does not include adding and additional plant or two and extending the drip irrigation. I recommend approval of this bid and that the work be completed next spring.

6) Juniper removal should commence next week. There will probably be a desire to replace some of the larger junipers with other plants. I recommend pursuing those decisions next spring.