

Park River West Condominium Association, Inc.

Owner Frequently Asked Questions

The Board of Directors (“the Board”) of Park River West Condominium Association, Inc. (“PRW”) has prepared these Frequently Asked Questions to provide owners with a quick reference to the governing documents that have been adopted or imposed on PRW. These are organized in alphabetical order for easy reference.

The Board’s goal is to have a friendly neighborhood that can be enjoyed by all, while at the same time being respectful of each owner. With some owners being full-time, some being seasonal, and some renting their properties, the overall goal is to provide cohesiveness, safety, and respectfulness among the three types of owners. We appreciate all owners being mindful of the rules, following them, and avoiding activities that might be unsafe or hazardous to others. No one on the Board, who serve as unpaid volunteers, wishes to take on the role of police.

We hope this quick reference will assist owners with more frequent questions that they may have from time to time. If any of these answers conflict with the actual governing documents, the governing documents will control.

Association Website. PRW maintains a website found at <https://www.parkriverwest.com>. Owners are encouraged to regularly consult it. It includes links to governing documents, a form for contacting the Board with concerns or questions Unit owners have, the rules and processes for short-term rentals, landscaping maintenance and concerns, and a list of contractors or maintenance businesses with whom individual owners have had experience.

Board of Directors. The Bylaws of PRW provide for the Board of Directors and Officers of the Association. The Board of Directors are volunteers who serve for one-year terms and are elected at the annual meeting of PRW, usually held in August each year. One representative of each condominium Unit is eligible to serve, and the Board must have a minimum of three members. The Board tries to meet monthly except December and any owner is invited to attend the meetings. If the next meeting date is not posted on the website, please contact one of the current board members to obtain the next meeting date. The Board encourages all owners to serve on the Board. For the convenience of board members and owners, meetings are held by Zoom Video, allowing participation of those not present in Estes Park. The willingness of owners to voluntarily participate on the Board has resulted in substantial savings to each owner of PRW because it has not needed to hire a full-time property manager.

Board Meeting Minutes. Minutes of the Board meetings are posted on the PRW website, when completed and approved. The website address is: <https://www.parkriverwest.com>.

Big Thompson River. We are fortunate to have the Big Thompson River flowing through the south side of PRW. While we all enjoy its beauty, it can be dangerous, and care should be taken with children and others who might have difficulty navigating its strong currents. It is a good idea to have children accompanied by adults when near the river and to stay on the foot path when possible. The river adjoining PRW is "private waters," and fishing is restricted to Owners and their immediate guests. Public access to these private waters from the river path is not permitted. Fishing licenses are required and may be obtained at several of the local outdoor equipment stores. The Big Thompson is a catch and release stream, so all fish caught must be returned to the river.

Budgets and Financial Statements. The Board prepares and proposes a budget to the owners for approval at the annual meeting of PRW, usually held in August each year. It is sent to owners in advance of the meeting. Our largest budget expenses are for sewage and water, which PRW pays for all owners, since Units are not separately metered. PRW also pays for PRW insurance, maintenance items for painting, driveway re-surfacing, and landscaping. The costs of providing these services do increase over time, necessitating occasional dues increases, which are approved by a majority of owners at the annual meeting. The Board wants to be completely transparent with all owners on budgeting and finances and questions are encouraged. In addition, financial statements, profit/loss statements, and budget reports are prepared for the Board periodically throughout the year and can be made available to owners on request.

Christmas Lights. Special seasonal Christmas lights and decorations are permitted on individual units within PRW. They must be removed within thirty days after the New Year's holiday. No lights or decorations are permitted on common areas. Take care to avoid lights and decorations that may attract wildlife that can get tangled in the wire.

Contact Information. Each Unit owner is requested to keep contact information up-to-date and to promptly notify PRW of any changes by completing the form posted on the PRW website at <https://www.parkriverwest.com>. If a Unit is sold, please have the new owner provide contact information as soon as possible.

Driveways and Driveway Bibs. Driveways within PRW are all streets that provide access to multiple Units. **No parking is permitted on Driveways, which are designated as Fire Lanes.** Driveway Bibs are the driveways immediately in front of each garage, which can be used by no more than two authorized vehicles. **Owner guests must park in garages or within Driveway Bibs (up to two vehicles). Owners and guests are not authorized to park on the Driveway Bibs of adjoining units without the specific permission of the owner in front of the Driveway Bib.**

Dues and Assessments. PRW does charge association dues to each owner. These are set and approved annually as part of the budgeting process. Dues can be paid annually, semi-annually, or quarterly. An annual statement for the dues is sent at the end of the calendar year to all owners. It is the only statement sent during the year. Dues are