



Frequently Asked Questions – Bungalows at Green Valley Ranch

Community Manager: [Brian TerHark](#)

1. **What is a Homeowners Association?**

By purchasing a home within the Bungalows, you have become a member of The Bungalows at Green Valley Ranch Homeowners Association. A Homeowners Association is a community that has been established to promote harmony, help protect property values and provide various services to the homeowners within the community.

2. **What is the monthly Assessment?**

The monthly assessment for 2010 is \$70.00. Payments are due on the first of the month and considered late if received after the 10th of the month a \$10.00 late fee is assessed. Additional charges will be assessed to delinquent accounts. The [Delinquency Policy](#) itemizes the charges and schedule of charges.

3. **Who should the check be payable to and where should it be mailed to?**

Payments to the Bungalows, shall be payable to “The Bungalows at Green Valley Ranch” and mailed to The Bungalows at Green Valley Ranch c/o Westwind Management Group, P.O. Box 5207, Denver, CO 80217-5207. Payments may be made electronically, please print and complete the [ACH Form](#) and return to Westwind Management - [Bungalows Contact Page](#). For payments by credit card on-line, please go to www.westwindmanagement.com and click on the ‘On-line Payments’ link. You may pay by Visa, MasterCard, and Discover, or by eCheck. There is a \$9.95 fee for each transaction. If you set up a reoccurring payment through the eCheck feature, there will be a \$2.00 fee per transaction.

4. **What services and items are covered by the monthly assessment to the Association?**

The Bungalows Homeowners Association provides the following services and items to the community:

- Landscape Maintenance of Common Areas. (Does not include landscaping within the fencing associated with each individual home as that is each homeowner’s responsibility)
- Liability Insurance on common areas only.
- Common area water.
- Common area electricity.

- Snow Removal Services for common area sidewalks and alleys. (The need for snow removal is determined during each snow storm. Accumulations generally need to exceed 2 inches before snow removal occurs. The streets fall under the jurisdiction of the City and County of Denver.)
- [Professional Management](#).
- Periodical newsletters.
- Community Events.
- Covenant Enforcement.

5. Where can I and my guests park vehicles?

Each home has a one or two car garage. It is requested that Homeowners utilize their garage for parking vehicles. However, there is parking allowed on city streets for guests and homeowners. **Parking in private drives is prohibited! Your vehicle may be towed with or without notice at the vehicle owner's expense!**

6. What are the restrictions, standards and guidelines?

Please refer to the [Declarations](#) for the Bungalows.

7. Who replaces the light bulbs and repairs the light fixtures on the garage and common area lighting?

The Association currently inspects the light fixtures on the back of garages and common area lighting monthly. The Association as a convenience and to attempt to keep garage lights working, the Association will replace the light bulb on the garage light fixture. However, if there is a problem with the fixture or photo cell that is the responsibility of each individual homeowner. The Association is responsible for the maintenance of the common area lighting in the archways.

8. How do I report a covenant violation?

Complaints must be submitted in writing to [management](#). Complaints shall identify the violation in detail, the address where the violation is occurring, dates and times of the violation if applicable, and your name and address. Verbal and anonymous complaints will not be acted on, immediately. Those violations will be noted for inspection by management during the next regular inspection.

9. When are Board Meetings held?

Board Meetings are generally held on the 3rd Monday of each month, except December. The meeting begins at 6:30 p.m. and are held at the GVR Recreation Center, 4890 Argonne Way, Denver, 80249. If you would like to attend a Board Meeting, please contact management.

10. Who do I contact regarding trash removal services?

Please contact Solid Waste Management at 720.865.6900 or online at <http://www.denvergov.org/Trash/>.

11. Who do I contact to obtain a mailbox key?

Please contact your local post office for additional information regarding your key and mailbox.

12. Where should I send my maintenance fee payment?

Please send your payment to: P.O. Box 5207, Denver, CO 80217-5207.