



Frequently Asked Questions – Centennial Heights

Community Manager: [Janelle Maninger](#)

1. When does the Board of Directors meet?

The Board of Directors meets on the 3rd Tuesday of every month at 6:00 p.m., located at the Southglenn Library (call to confirm location, as it may change).

2. Do all exterior modifications require pre-approval?

Yes, per the rules, all modifications or additions to the exterior of the homes must be approved by the Board of Directors prior to any changes being made.

3. What does the association maintain on or near my unit?

The Association's responsibilities include, but are not limited to the following: Front Porches & Sidewalks, Back Fences, Roofs, Gutters & Downspouts, Landscaping & Retaining Walls, Parking Areas & Driveways, Perimeter Fences.

4. What is the responsibility of owner's to maintain in and around their units?

The Owner's responsibilities include, but are not limited to the following: Porch Lights (front & back), Trees/Shrubs or Landscape in Back Yards, Heating, Air-Conditioning, Venting, Chimney Cleaning, Back Porches, Patios & Decks, Outside Faucets, Gas Lines from Meter to House, Doors, Windows (including moldings and framing).

5. Who is the association's insurance company?

The insurance company is Van Gilder Insurance Corp. – 303.837.8500.

6. Are there restrictions on "For Sale" signs in the community?

The signs are only allowed in the windows, one per unit.

7. Are there pet restrictions in the community?

The Arapahoe County ordinances are in effect.

8. How do I get a pool key?

To obtain a pool key, call Westwind at 303-369-1800. Replacement keys are \$10.

9. Is there a clubhouse?

There is no clubhouse.

10. Is there a security service in the community?

There is no security service, only parking lot monitoring for the community.

11. When is the trash service for the community?

The trash service is on Thursdays. Any trash containers left out until the next day may be removed and discarded without notice.

12. Can I have my HOA payments taken out automatically from my checking account?

Yes, print the ACH form from our web site or call 303-369-1800.

13. If the HOA dues increase do I have to fill out a new ACH form?

No, the new amount for the dues will automatically be taken out of your checking account.

14. Can I make my association payment by credit card or on-line?

Yes, 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.

15. What do the maintenance fees cover?

- Water and sewer
- Irrigation water
- Common area electric
- Common area gas
- Trash removal (curbside)

- Snow removal
- Parking patrol
- Lawncare
- Fence repair
- Common property maintenance & cleanup
- Building maintenance (exterior, common elements only)
- Pool maintenance
- Mail kiosks
- Asphalt & concrete repairs
- Professional management
- Insurance (common area and building envelope)
- Legal fees
- Taxes and audit
- Supplies

16. Where should I send my maintenance fee payment?

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