



## Frequently Asked Questions – Columbine Lakes Townhouse

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Community Manager: [Kent Kuhlmann](#)

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### **1. Who is the master insurance company?**

Contact Van Gilder Insurance Corp. – 303.831.5157

### **2. When are the meetings held?**

Board Meetings are held monthly on the 3rd Wednesday at the Clubhouse commencing at 7:00 p.m. Annual meeting is held on the 3rd Wednesday in November.

### **3. What are the clubhouse hours?**

The clubhouse is open 1:00 p.m. to 9:00 p.m. Tuesday through Sunday. The clubhouse is closed on Mondays.

### **4. Where do I obtain information concerning Architectural specifications?**

Information may be obtained at the clubhouse.

### **5. What amenities are at Columbine Lakes?**

Pool/Spa (Indoor), Tennis Courts, Ponds and Clubhouse.

### **6. How do I rent the Clubhouse?**

Call 303.795.8222.

### **7. How do I place a work order?**

Call Kent Kuhlmann at 303.369.1800 x116 or Audrey at 303.369.0019.

### **8. Are there restrictions on "For Sale" signs in the community?**

There is one sign allowed in the window per unit.

**9. Are there pet restrictions in the community?**

The pet restrictions are per city/county ordinance.

**10. Is there a security service in the community?**

There is no security.

**11. Are there reserved parking spaces?**

There is one carport assigned per unit.

**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](http://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 (Pool, clubhouse, etc.)
- Trash removal (dumpsters)
- Exterior building maintenance
- Snow removal
- Lawncare
- Painting
- Roof repair
- Asphalt repairs
- Pool maintenance
- Fence repairs
- Professional management
- Insurance

- Clubhouse maintenance
- Tennis court maintenance
- Carport maintenance
- Pond maintenance

**16. Where should I send my maintenance fee payment?**

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