

COLUMBINE TOWNHOUSES FIVE ASSOCIATION

March 2019



C/O Metro Property Management, 10800 E. Bethany Drive, Suite 235, Aurora, CO 80014
Manager@MetroPropertyMgt.com 303.309.6220

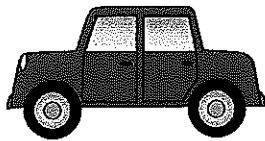
PARKING

Please remember that parking in front of your garage door is prohibited. This makes it very difficult for other residents to access their garages.

There continues to be an issue with parking in the fire lanes. Parking in **FIRE LANES IS STRICTLY PROHIBITED!**

Also, please remember that vehicles cannot be stored in the Association's parking lot. All vehicles must be properly licensed and in good, operable condition.

Your cooperation is greatly appreciated!



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GARAGE SALE

The Columbine West community wide garage sale is scheduled for **Friday, May 3, 2019** and **Saturday, May 4, 2019.**

All Columbine Townhouses
Five residents are
encouraged to participate!

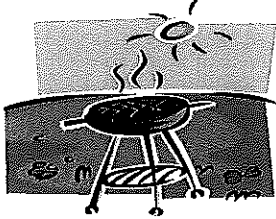
Garbage Pickup

The garbage pickup days are Tuesdays and Fridays each week. Please be considerate when disposing of large items. All boxes should also be broken down before putting in the dumpsters. If you have an oversized item, such a furniture, please call the management office at 303-309-6220, who can help facilitate a special pickup. Any additional charges for an oversized item pickup are an owner's responsibility.

Annual Community BBQ

Be on the look out for notices regarding the annual BBQ. This year the event will be held on the Roxbury side of the community.

The Board encourages all residents attend!



DOGS

Columbine Townhouses Five is a dog friendly community.

Dog owners are responsible for cleaning up after their dogs while in the common areas.

Also, please be sure that dogs are always leashed while in the common area. Violators of these rules may be subject to the covenant enforcement process, if reported.

Thank you for your help in keeping the community clean!



Monthly Board Meetings

The Board meetings for the Association are held the 2nd Wednesday of each month at 6:30 p.m. They are held at Dutch Creek Elementary. There is no Board meeting during the month of December.

Notices and the meeting agenda are posted at the mailboxes the week prior to the meeting.

If you have any questions or concerns, please attend a meeting or you can call Metro Property Management at 303-309-6220.

Patio Landscape Maintenance

Please remember that all landscaping within the individual patio areas is the owner's responsibility to maintain. This includes trees within the patio areas.

All trees within the patio areas must be trimmed and maintained. This includes making sure that there are no branches over hanging the roofs, fences, or extending into the common areas.

Your cooperation is greatly appreciated!



WAYS TO PAY ASSESSMENTS

At Metro Property Management, we would like to remind you of the variety of ways available for you to pay your HOA assessments. Choose the method best suited to your needs.

- **ACH WITHDRAWAL** is the method many owners choose because once set up, this method requires no additional effort by you. Payments will be made regularly and on-time by us so that you have one less thing to keep track of. If you are interested in ACH Withdrawal, you simply need to obtain the ACH Withdrawal form from our website or office. We will ask you to fill out the form and attach an original voided check which you will return to our office. HOA auto debits are performed between the 10th and 15th of each month.
- **ON-LINE PAYMENTS** can be made by you directly to Columbine's bank account using your checking account or credit card by following this internet link; http://www.mutualofomahabank.com/association_banking/homeowners_renters.php.

Once you arrive at the Mutual of Omaha site, you will be asked for a management company code.

The Management Company code is **0302** (all numeric). You will then be asked for the Association ID code. In the case of Columbine Townhouses Five this code is **COTO**. (All alpha). You will also need your account number for the Association to complete your on-line payment. This method is a convenient way for you to make one-time payments or recurring payments at any time of day or night.

- **PAYMENT BY CHECK OR MONEY ORDER** is the traditional method where homeowners mail payments to management's office to Metro Property Management, 10800 E. Bethany Drive, Suite 235 Aurora, CO 80014. Please make checks payable to: **Columbine Townhouses Five Association**

Please remember that the monthly due date for the assessments is on the 1st of the month. Payments are considered late the 2nd of the month. The grace period ends the last day of the month. Late penalties will be assessed monthly as long as the account remains delinquent.

If you have any questions regarding any of these methods of payment, please feel free to contact Metro Property Management at 303.309.6220.

COMMUNITY

As a member of the Columbine Townhouse Five community, if you see something out of place or something that is in need of repair, please report it to Metro Property Management at 303-309-6220.

If you are reporting a covenant violation, please be aware that all reports must be in writing before the appropriate course of action can be taken.

Everyone working together will help!



Metro Property Management
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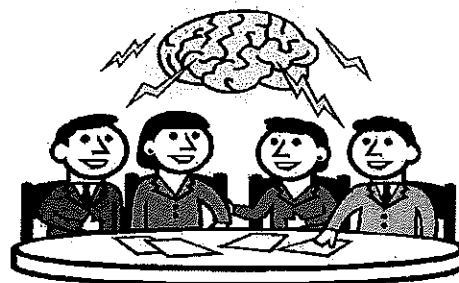
Ann Buckley

NEXT BOARD MEETING DATE:

WEDNESDAY, APRIL 10, 2019 AT 6:30 P.M.

DUTCH CREEK ELEMENTARY

7304 W. ROXBURY PLACE



Useful Contact Information for Columbine Townhouses Five Residents

City of Littleton	303.795.3700
Littleton Police Department	303.794.1551
Littleton Fire and EMS	720.258.8911
For Emergencies call 911	
Denver Water	303.893.2444
Littleton Animal Control	303.794.1551
Xcel Energy (electrical outage)	800.895.1999
Xcel Energy (gas outage)	800.895.2999
Metro Property Management	303.309.6220
After hours HOA emergency	303.435.7577