



The Colorado Property Management Group Inc.

ACCREDITED ASSOCIATION MANAGEMENT COMPANY®

2620 S. Parker Road, Suite 105 • Aurora, CO 80014 • Phone: 303-671-6402 FAX: 303-671-6430 • www.WithCPMG.com

SECOND TIMBERS CONDOMINIUM ASSOCIATION COMMUNITY REMINDERS *SPRING/SUMMER 2020*

AVOID A VIOLATION NOTICE: FOLLOW THE RULES

The Association's rules are posted on the Second Timbers resource website at www.withcpmg.com and follow the link to *SECOND TIMBERS*.

The CPMG team conducts routine community inspections. Notices of non-compliance are sent to owners and renters in accordance with the Association's covenant compliance policy adopted by the Board of Directors.

Landlords are responsible for their tenants' and their tenants' visitors' compliance with the rules.

Most frequently cited violations include window and door coverings and screens in disrepair, items stored on balconies that are not permitted, barbecue grills that do not meet Aurora Fire Department's code, satellite dishes installed without prior Association approval, security doors that are not white and window air conditioning units.

Non-compliance issues must be reported in writing to the Second Timbers Board in care of CPMG. Anonymous reports are not accepted.

SOUNDS TRAVEL THROUGHOUT THE BUILDINGS

Please remember to walk quietly up and down the stairs of your building in consideration of your neighbors. Warm weather is here and you and your neighbors are opening windows, so please maintain moderate television and music sound levels. *Thank you!*

PREVENT ACCIDENTS: SUPERVISE YOUR CHILDREN

For the safety of your children, please be sure you or an adult accompanies them when they are outside in the community's common areas. Children should not play in the parking areas.

BE KIND TO GARBAGE DISPOSALS: HELP PREVENT BACKUPS

The following suggestions may help prevent backups:

- *turn on the cold water and THEN turn on the disposal;
- *continue running cold water for several seconds
- AFTER grinding is completed to flush the drain line;
- *grind hard materials such as ice to create a scouring action inside the grind chamber;
- *grind citrus fruit peelings to freshen the drain odor;
- *use a disposal cleaner or degreaser to dispel odors.

DO NOT USE THE DISPOSAL:

- *to pour grease or fat down ANY disposal or drain;
- *don't use hot water when grinding food waste;
- *don't fill disposal with a lot of food waste all at once;
- *don't grind egg shells, corn husks, artichokes or other fibrous food stuff;
- *don't turn disposal off until grinding is completed and only the sound of water and the motor is audible.

LARGE ITEM DISPOSAL & GROCERY CARTS

For large item pickups, you can contact the Association's service provider, Alpine Waste, at 303-744-9881 or Association Manager Lynda Reifman at 303-671-6402, ext. 16.

Please be a considerate resident and tie bags and place inside the dumpster. Also, do not place large items in the dumpsters.

If you bring a grocery cart back to the community, return it to the store on your next trip. Do not leave carts in the common areas. The Association must pay a contractor to remove carts.

RESPONSIBLE PET OWNERS MAKE GREAT NEIGHBORS

DOGS:

- *must be kept on leashes when outside your condominium
- *"poop" must be picked up and put in a trash container
- *excessive barking and other animal complaints can be reported to Aurora Animal Care at 303-326-8288 and/or in writing to CPMG.
- *dog waste stations with bags are located in the common areas. Report empty stations to 303-671-6402, ext. 16.

CATS:

*veterinarians suggest that cats that are not allowed outside will be healthier and live longer.

SQUIRRELS:

- *feeding squirrels is not a wise option as the squirrels make themselves "at home" and begin to build nests and breed in attics and under porches and balconies
- *squirrels get inside attics and can cause damage to wiring and siding
- *squirrels are not "cute" pets, but can carry and transmit harmful diseases.

LIGHTS OUT?

Report community lights out to 303-671-6402, ext. 16.
Please specify the location of the light or lights that are out.

CIGARETTE BUTTS & LITTER CREATE A MESS

Please take an extra minute to properly dispose of cigarette butts and other litter in appropriate containers instead of tossing on the Association's grounds. Your Board of Directors and CPMG appreciate your efforts to maintain a clean and friendly community.

LANDLORD REMINDERS

As a reminder, owners who rent their condominiums are responsible for their tenants' receiving and complying with the Second Timbers Association's rules available on the resource website: www.withcpmg.com and follow the link to *SECOND TIMBERS*.

Please notify CPMG when your renters' contact information has changed. In emergencies, it is crucial that your current renter information is on file at CPMG.

CPMG CONTACT INFORMATION

SECOND TIMBERS ASSOCIATION MANAGER:

Lynda Reifman, 303-671-6402, ext. 16

email: cpmgassist@withcpmg.com

NOTE: Due to the current health pandemic, the office
is open by appointment

CPMG OFFICE:

2620 S. Parker Road, No. 105, Aurora, CO 80014

CPMG HOURS:

Mondays-Fridays

9:00 a.m. to 6:00 p.m. Closed noon to 1:00 p.m.

EMERGENCIES, AFTER HOURS & HOLIDAYS:

303-671-6402, ext. 7

CPMG Finance Department:

303-671-6402, ext. 22

SECOND TIMBERS RESOURCE WEBSITE:

www.withcpmg.com & follow link to SECOND TIMBERS