

Newsletter

Winter 2008

Hunter's Ridge Townhomes

Contact information for

New Level Managers

Property Manager –

Carl

Assistant Property Manager –

Laura

Office Manager –

Joy

Office assistant –

Kellie

Office phone number

303-494-7500

Emergency number

303-494-7504

Fax number 303-494-7510

Carl's email – hoamgr@yahoo.com

Office email – newleveloffice@yahoo.com

New Level Managers is your primary contact for problems, concerns, or issues you feel need to be brought to our attention.

Certainly an emergency requiring medical attention, the Police or the Fire Department call 911 first

Then call New Level Managers so we are aware of the situation.



With the warm weather this winter, it is hard to remember there WILL be snow now and then. The snow removal crews are not dedicated to our Association alone. In order for them to cover their operating expenses it is necessary for them to contract with several different clients; much the same as the Landscaping in the summer. Therefore, neither New Level Managers nor the Association have control of when they arrive to clear the snow. Be assured they WILL ARRIVE; it is just not possible to say when.



Please be patient with them. When snow is predicted the snow crews are up most of the night checking to see if it really will snow, and if so, if there is enough to go out. It also depends on what time the snow starts falling. If it starts falling at 11:00 pm to 12:00 am and is heavy enough to accumulate they will begin their rounds at that time. If the snow doesn't begin to accumulate until 4:00 am that is when they will begin, thus it will be later in the day when they arrive to clear the snow.

There is also a provision in their contract to only start clearing the snow once it reaches a certain amount of accumulation. Having them come out at any amount would add to the cost of maintaining the Association, which would create the possibility of having to increase the monthly dues significantly.



Did you Hunter's Ridge has a web site?
 The address is www.hrtownhomes.com. On the site we post the meeting minutes from the Board meetings, the financial reports, all of the Governing Documents, and much more.



Each year an emergency contact information request is sent to every Owner. It is very important for New Level Managers to have contact information for each Owner/tenant as well as an alternate contact in the event we need to reach you. While we hope we never have to contact you, it is important information for us to have. As Murphys Law goes, if you don't have it, you will need it!

In the event information, yours or a tenant's, changes during the year this form is on the web site on the forms page.

Your information is for office use only and is NEVER given out, unless it become necessary to have repairs of some sort made to your unit. We will notify you and your information will be given to the repair company so they will be able to set up an appointment.



While it has been an unusually warm winter so far, the night time temperatures, as well as some of the daytime temperatures, have been below freezing. This means big trouble for water pipes and sprinkler systems.

To decrease the chances of frozen water lines, garden hoses should be disconnected from water faucets on the house as these WILL freeze causing expensive repairs next spring.

If you go on vacation for the Holidays be sure to set the thermostat no lower than 60 degrees. There have been occasions where someone was on vacation and set the thermostat at 50 degrees, only to come home to frozen pipes and very costly repairs. If your home is going to be unoccupied for the entire winter, it might be wise to investigate the possibility of having your home 'winterized' by draining all of the water from the home, thus allowing the heat to be off altogether without fear of returning to find the house flooded when the weather warms back up.

Townhomes are even an bigger problem as the water will not only flood your unit, but neighboring units as well, increasing the amount of damage significantly. It would be prudent of you to leave a key and contact number with a friend or a nearby family member just in case something happens and there is a need to get into your unit. Please be sure all contact information is available to New Level Managers.

Although a flooded house may seem improbable because of frozen pipes, New Level Managers have seen and has had to deal with such problems numerous times in our eight years of Property Management.

With a lack of snow it may be necessary for plants and trees to be watered now and then in order for them to survive the winter. Remember to remove the hose from the faucet so the pipe will not freeze.

If a hose is left connected and pipes freeze, you will be responsible for the repairs.



The remains of flowers from this summer are still in some flower pots and flowerbeds. As they are well past being an attractive addition to the community it is time to remove them from pots and trim back the dead summer growth.



Cleaning up this unattractive plant material will not only make spring cleaning much easier it will show the pride we have for our community and our desire to have a well cared for neighborhood.



Recycling has become much easier since single stream has been put into place. Please visit the Association web for a list of recyclable items.

When depositing items into the trash remember some items such as oil, propane bottles and tanks, televisions and computers are not accepted and will require special disposal.

Large items such as but not limited to beds and furniture require a large item pick up. Please call Waste Connection at 303-288-2100 to arrange for the item to be picked up. If an item is still in good condition please consider donating it to one of the many local charities, many of which have trucks to pick your items up for you. Some are listed on the Association web site. You will be helping someone in need as well as helping reduce the amount of trash taken to landfills each day.



New Level Managers and your Board of Directors hope everyone has a safe and enjoyable Holiday Season!