

Cobblestone at Cheyenne Mountain Ranch, Inc.

Information Sheet (1/12)

PROPERTY MANAGEMENT: Z & R Property Management is the company responsible for the management of Cobblestone. If you are not sure about whom to call or how to handle a problem, contact Z & R. The number is 594-0506. All correspondence, **not payments**, should be mailed to: Board of Directors, c/o Z & R Property Management, 6015 Lehman Drive, Suite 205, Colo. Spgs. CO 80918.

LANDSCAPING: **Aspen Leaf Landscaping** provides the lawn care and snow removal for the complex. Snow removal is done on an as-needed basis meaning their contract specifies that snow will not be removed until there is at least 2 inches of accumulation on the sidewalk areas in Phases I-III. The streets will require 2 inches before accumulation. Snow is cleared up to the front door of your unit. Questions regarding lawn care or snow removal can be directed to Z & R. Problems with the sprinkler system should be reported to Z & R Property Management so they know about the problem and can keep track of problems being fixed in a timely manner.

TRASH PICKUP: Present contracts provide that: Phases I, II, and III – trash is collected on Tuesday and Friday. Phase IV trash is collected on Monday. If a holiday falls on the normal pickup day, the pickup may be delayed one day. Trash is not to be kept on porches/patios/decks at any time. No hazardous materials, including vehicle batteries, oil, parts, furniture or other items too large for pick-up shall be disposed of in refuse containers. All trash is to be available for pickup by 7:00am on the days of pickup. If you have oversized items, please call the Property Manager for a special pick-up and billing. Any trash left outside the dumpster enclosure that is identified may result in assessment fines.

DUES: The dues for Cobblestone range from \$244.00 to \$279.00 depending upon the square footage of each unit. Dues are due on the first of the month and late after the 10th of the month. The Association Declarations and Bylaws specify a \$10.00 late fee if not received by the 10th. A coupon booklet & mailing labels will be sent to you the month after you close on your property. Make your check payable to **Cobblestone HOA** mail all payments to: **Dept. L.B. (Cobblestone HOA), P.O. Box 5191, Denver, CO. 80217**. If you have not received the coupon booklet within a month, please contact Z & R. The coupon booklet is only a helpful reminder of your dues. Not receiving the coupon booklet from Z & R **will not** exempt you from Association late fees if payments are not received. Dues may be paid using automatic withdrawal from your bank account. You will need to complete a form issued by Z & R Property Management to initiate the bank transaction.

INSURANCE: O'Donnell Agency is the insurance company for Cobblestone. The property manager or Mark O'Donnell can address claims or questions on the Association's policy at 227-7100.

LIGHTS: Common Area pole lights are on electric eyes, which come on in the evening. If you see an inoperative light, please contact Z & R with the specific information.

EXTERNAL MAINTENANCE: The Association takes care of external maintenance. For further information, please refer to the Rules.

PARKING: There is one reserved parking spot for each unit in Phases I-II-III. All vehicles are to have current registration tags and be in operating / serviceable condition. Any vehicle without current

registration will be tagged and towed at the owner's expense. NOTE: there is no truck parking in any outside parking spaces.

NOISE COMPLAINTS: If you are having trouble with noise from a neighbor, please contact them directly first. If this does not solve the problem, filing a noise complaint with the police department is the next best alternative. The Association can write letters and issue fines after a certain period, but this process is very slow and generally is not as effective as calling the police. 10:00 to 7:00 a.m. is quiet time with few exceptions. Please be respectful of neighbors. If a resident has been contacted regarding a noise complaint, a second reminder may include a fine assessment.

PET CONTROL: Pets outside the unit must be on a physical leash at all times. NO EXCEPTIONS. The person in control of the animal must be prepared to clean up after the pet immediately. An owner will be fined for not complying with the pet rules. Do not tether pets to a deck or common area structure.

UTILITY EMERGENCIES: Emergency numbers for Utility problems that occur after business hours are: ***GAS – WATER – ELECTRICITY 448-4800***