



# 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

## **NEWPORT PLACE CONDOMINIUM ASSOCIATION COMMUNITY REMINDERS WINTER 2021**

### **"WHEN YOUR DOG POOPS—YOU SCOOP"**

It's snowing but your dog needs to go out to do his or her "business". Perhaps it's easier just to let the dog out instead of heading out into the cold with your dog to pick up and dispose of the "business" in bags provided at the community's dog waste station or in the dumpster.

Responsible pet owners will clean up after their pets, keep pets on leashes when outside, never tie pets to porches or decks and control barking and interactions with other pets and neighbors.

Pet owners: you can avoid receiving violation notices and monetary fines by following the rules noted above.

### **WINTER SAFETY CHECK LIST**

#### **WOOD BURNING FIREPLACES:**

If you use your wood burning fireplace, having it cleaned from top to bottom is a smart preventative measure. If you do not have a chimney cap for your fireplace, have one installed. Be sure to submit this installation to the Association through the management company before you have it done.

For referrals to chimney cleaning contractors, you may contact CPMG at 303-671-6402, ext. 16. Caution should be used when placing logs in the fireplaces. Throwing logs could damage the interior structure of the fireplace.

## WINTER SAFETY CHECK LIST CONTINUED

### HEATING COMPONENTS:

As a reminder, zone valves, thermostats and baseboard heaters are the owner's maintenance responsibility. To obtain the most efficient heat flow, make sure that furniture and window coverings do not cover the baseboard heaters.

### AVOID FROZEN PIPES:

If your kitchen and/or bathroom plumbing pipes or any other plumbing pipes are near an exterior wall, you may want to leave cabinet/cupboard doors open in frigid weather conditions to allow interior heat to reach these pipes.

### FIRE SAFETY:

Keeping and maintaining fire extinguishers, especially in kitchens, is recommended by the Denver Fire Department.

### YEAR-LONG SAFETY:

In a common community, neighbors can help each other by, at a minimum, being aware of who lives in the neighboring condominiums. Should you observe persons acting in a suspicious manner, you should contact the Denver Police Department. In an emergency, call 911.

## BARBECUE GRILL REGULATIONS

Charcoal grills are not allowed nor are propane grills with 20-pound canisters. Electric grills or grills with one-pound canisters are permitted by Denver Fire Department.

Please maintain grills in a clean and sanitary condition and cover when not in use. Only one grill is permitted for each condominium.

Violations and monetary fines will be assessed to owners and renters not in compliance with fire department regulations.

NOTE: If you have a grill that is no longer used or in non-compliance, contact Association Manager Lynda Reifman at 303-672-6402, ext. to have it removed at a nominal charge.

## VISITOR PARKING

There are a limited number of available parking spaces for visitors. Residents reported parking in these spaces will be issued a warning by the Association's monitoring and towing contractor.

If you plan to have a guest parking in a visitor space for more than 24 hours, please contact Association Manager Lynda Reifman at 303-671-6402, ext. 16, with the make and license plate number to avoid a tow warning.

## LANDLORD REMINDERS

Thermostats in vacant condominiums should be maintained at a minimum of 60 degrees to prevent frozen pipes which can lead to expensive water damage repairs.

Owners who rent their condominiums are responsible for their tenants' compliance with the Newport Place Condominium's Governing documents available at [www.withcpmg.com](http://www.withcpmg.com) and follow the link to *NEWPORT PLACE*.

It is important that landlords notify CPMG with new tenant contact information including all names, telephone numbers and email addresses.

## COMMON COURTESY IS APPRECIATED

- >Walls between condominiums are not soundproof. Please re-think the placement of sound-related systems in your home and place equipment away from neighboring walls and keep the volume to a minimum for only your enjoyment, not the neighbors.
- >Turn off your vehicle's music when driving through the community.
- >Maintain decks in neat and sanitary condition with outdoor furniture.
- >Keep screens and screen doors in good repair.

*THANK YOU*

## WHEN & HOW TO CONTACT CPMG

Contact Association Manager Lynda Reifman at CPMG for exterior maintenance problems such as sprinkler line leaks, malfunctioning sprinkler heads, broken pickets along the common fence, water intrusion from an exterior source, exterior lights that are out, snow and ice management and to report discourtesies by other residents.

Also, contact CPMG for interior problems such as sink, toilet or bathtub back-ups, no heat or hot water, and water emerging from the floor in lower condominiums.

Association Manager Lynda Reifman's contact information: 303-671-6402, ext. 16, or [cpmgassist@withcpmg.com](mailto:cpmgassist@withcpmg.com).

If you are greeted by voice mail, please leave detailed information for the most efficient responses.

The Association's resource website, [www.withcpmg.com](http://www.withcpmg.com) and follow the link to *NEWPORT PLACE* provides the rules governing documents, Board meeting minutes and financial statement.

### CPMG HOURS:

*During the COVID19 pandemic, appointments can be made for office access by calling 303-671-6402, ext. 0, Mondays through Fridays 9:00 AM to 6:00PM.*

For your convenience, there is a secure drop box on the office door.

AFTER-HOURS AND HOLIDAY EMERGENCIES: 303-671-6402, EXT. 7

CPMG FINANCE/HOMEOWNER ACCOUNTS: 303-671-6402, EXT. 22

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