



Frequently Asked Questions – Brookhaven Condominiums, HOA, Inc.

Community Manager: Hugh McAllister

- 1. Who is the insurance company?** The insurance company is Anderson – Ban 303-814-3558
- 2. When are the meetings held?** The meetings are held on the 4th Monday in the Association’s clubhouse at 1811 S Dunkirk Street, Aurora, CO 80017 at 7:00 am.
- 3. What day is trash pickup?** The Association provides four trash dumpsters located conveniently throughout the Community. The dumpsters are emptied three times per week.
- 4. What amenities are at the Brookhaven Condominiums HOA, Inc.?** The Association has a beautiful clubhouse that includes a fitness center, a meeting room and an exterior swimming pool.
- 5. Are there restrictions on "For Sale" signs in the community?** “For Sale” and “For Rent” signs are only permitted with prior written approval from the Board.
- 6. Are there pet restrictions in the community?** The Community permits a maximum of two (2) domestic pets with normal leash law requirements.
- 7. Are there any other unusual restrictions?** The Association does not allow the construction of hard floor surfaces without prior written Board approval on any 2nd or 3rd floor home. The exception is for originally constructed entryways.
- 8. Can I make my association payment by credit card or by E-check?** Yes, please go to www.westwindmanagement.com and click on ‘Make a Payment.’ You may pay with any major credit card, debit card or by E-check. You may make a one-time payment or set up recurring payments to be deducted directly from your checking account. The E-check feature is free of charge, however there is a 3% fee for credit card transactions and a \$5.00 fee for debit card transactions.

9. What do the maintenance fees cover? Maintenance Fees cover:

- Exterior common area maintenance
- Lawncare
- Snow removal
- Common area electric
- Individual and Common area water and sewer
- Insurance for the structure of your home (not your personal contents)
- Professional association management
- Maintenance of the clubhouse, fitness center and swimming pool
- Trash removal
- Fire system maintenance

10. What is Westwind Management's address? 27 Inverness Drive East, Englewood, CO 80112.

11. Where should I send my maintenance fee payment? Please send your payment to: PO Box 95854, Las Vegas, Nevada 89193-5854

Association has been registered with the Colorado Department of Regulatory Agencies / Division of Real Estate as now required by law. The HOA number assigned to this Association is: 26356