



Welcome to Pine Bluffs!

The Pine Bluffs Community Association congratulates you on the purchase of your new home and welcomes you to the community! To assist you in making yourself at home please review the following information. Understanding the Association and its role will enhance your ownership experience. It is also important to review and become familiar with the Association's governing documents and design guidelines. Please visit the website, www.pinebluffscommunity.com, for all pertinent information.

Association Role and Payment Information

As a new homeowner in the community, you are automatically a member of the Association. The Association charges a monthly assessment of \$140.00 that covers insurance for common areas and liability, trash removal, management and administrative fees, landscape maintenance, and snow removal within the common areas of the community. The maintenance of the pool, playgrounds, and trail system is also included in the Association assessment. The 2023 Coupons are available to download on the website at www.pinebluffscommunity.com

Online Payments

Please consider activating HOA account access on the Online Portal. You can make payments online by check (no fee) or credit/debit card (small convenience fee charged by AppFolio) and set up automatic and recurring payments. Once we have your email address and trigger the portal link, you'll receive an email with instructions via <https://teleosllc.appfolio.com/connect>.

If you choose to make payments with a check, please mail all payments for \$140.00 made out to the Pine Bluffs HOA and send them to Pine Bluffs HOA, c/o Teleos Management Group, 6833 S. Dayton Street, #163, Greenwood Village, CO 80112.

Trash Collection and Recycling

The Pine Bluffs Community Association pays for trash and recycling collection provided by **HBS Trash**. **HBS** will provide one 96-Gallon trash tote and one 64-Gallon recycle tote. Contact the HBS customer service number to order totes and to purchase additional trash totes. Additional totes will be billed directly to the homeowner. The trash collection day is **Wednesday**. Trash must be out on the curb by 6:00 a.m. The 2023 trash schedule can be found on the website. ***IF YOUR TRASH IS NOT PICKED UP ON THE***

SCHEDULED DAY, PLEASE CALL HBS Customer Service - 720-791-6999

Snow Removal

The Association will remove snow on sidewalks located in the common areas only. Snow removal will commence when snow exceeds two (2) inches. The Town of Parker is responsible for plowing the streets throughout the community. Homeowners are responsible for snow removal of their sidewalks in accordance with the Town Code.

Pool

One pool key card per household will be issued. You are required to fill out a pool waiver form prior to the issuance of your key. The pool rules can be found on the website at www.pinebluffscommunity.com under Homeowner Information. The waiver form that you should receive at your closing must be emailed to Anna Stewart at anna@teleos-services.com. If you did not receive a pool waiver form, email Anna Stewart for the form. Key cards will be distributed prior to the pool opening.

The pool opens on the Friday of Memorial Day weekend and closes after Labor Day weekend. Keys will be activated once the pool opens and deactivated upon closure.

HOA Management Contact Information

Teleos Management Group professionally manages the Pine Bluffs Community Association. Your Community Manager is Anna Stewart (720) 648-0277 or anna@teleos-services.com. For all billing questions, please contact Kelly Connolly at (720) 428-0342 or kelly@teleos-services.com.

Pine Bluffs Community Association

Teleos Management Group

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