



Congratulations on the purchase of your new Steamboat Springs Home! We are thrilled to welcome you to The Phoenix at Steamboat Family! Please see the below compiled information to start off your journey as a homeowner within The Phoenix at Steamboat.

### **Operating Hours & Amenities**

Operating Hours are loosely modeled after the Summer & Winter seasons that are subject to change at the discretion of the management. The property will be fully open in the summer from Memorial Day Weekend to The Phoenix at Steamboat Homeowner Association Meeting Weekend; and will be fully open in the winter from the Ski Mountain's opening day, Thanksgiving day, to closing day, generally around April 15th.

During the off season, the front desk & club house will close earlier in the evening and the pool and one spa will remain closed as well.

Please enjoy the sauna & fitness center located on the 2nd and 3rd floors of the clubhouse. There are also two community barbeque grills available that are located on the patio next to the pool area. Please be mindful of the residences that border this common area when enjoying the outdoor amenities

### **Utilities**

- Water & sewer are paid for the association. Natural gas & electricity are resident specific utility expenses per unit. Please contact each of the companies below to get your account set up:

Yampa Valley Electric Association: (970)-879-1160

Atmos Energy: (888)-286-6700

- Wireless internet is available property wide and available for anyone to use. The network is "The Phoenix" and the password is: Phoenix!21 (this password will not change!). This can be provided by the front desk upon request as well.
- The Dish television service in each residence is funded by the Association. Each unit has been set up with one HD receiver, generally in the living room with two additional HD adapters. The HD starter package does include HBO. If you would like to add any additional services, you will need to contact Dish directly in order to set up an account in your own name for the additional services. If you do need assistance, please contact your property manager.

### **Association Management Contract**

Vacasa is the Association Manager for The Phoenix at Steamboat. Currently, all Phoenix items are handled by the Property Manager & General Manager from reservation items, Interval Exchange communications, and various other inquiries with the assistance of the Front Desk

Gabby Ceballos- General Manager  
[gabby.ceballos@vacasa.com](mailto:gabby.ceballos@vacasa.com)  
970-879-4445

### **Homeowners' Association Website Access**

The HOA website contains all pertinent information and documents to the Association:

<https://phoenixsteamboat.com/#welcome>

\*Username will be provided once confirmation of email wanted for unit access is confirmed

### **Evidence of Property Insurance Certificate**

It is required for all owners to remit a current Evidence of Property Insurance Certificate to the managing Agent with the Condominium Association listed as additional Insured. The managing agent will keep this information file. As this insurance renews, please ensure that an updated certificate is remitted to the Managing Agent each time.

### **Parking**

We kindly ask that each resident utilize the parking space available in the one car garage designated for the unit. One additional parking space is available with a parking permit underneath the covered parking area. Please keep in mind that onsite parking is minimal and in order to accommodate all owners & guests, we ask that you please limit the number of vehicles to one if possible.

### **Trash & Recycling**

Trash receptacles & recycling bins are available and located inside the enclosed structures underneath the covered parking structures in both the upper and lower lots. Please do not use these areas to dispose of TV's, mattresses, furniture, and any other items that need to be taken care of separately.

### **Pet Registration**

Only unit owners and their immediate family shall be allowed up to a total of two reasonably sized dogs or cats in their own unit at one time. Each animal will need to be registered with the front desk with an attached photo to keep on file. Pet registration form can be provided by the front desk or your property manager.

### **Association Maintenance items**

Boiler Inspection: An annual boiler inspection occurs each year in the late summer to early Fall for every unit on property. The inspection fee is to be charged to the unit. The contractor that performs the inspection will provide a report of the health of each individual boiler that the property manager will keep & maintain for record keeping. Any repairs or replacements of the boiler are to be coordinated with the owner.

Freeze Prevention: Once temperatures begin to drop in the late fall, the HOA maintenance team will access every unit to turn on the garage heat and mechanical room heaters to the appropriate temperature in order to ensure that the pipes do not freeze. Once the temperatures have risen in the spring, the HOA maintenance team will re-enter units to turn the garage heat & mechanical room heaters off.

Life Safety System Inspection: Each Fall, the contractor that maintains and manages our life safety systems conducts annual preventative maintenance and testing. They are responsible for the maintenance and testing of the hardwired carbon monoxide detectors and smoke detectors. The detectors that are hardwired in your unit are the responsibility of the Association maintained and must remain in place and not tampered with. The detectors are particulate detectors and can be sensitive. Please notify management if you plan to conduct any remodeling work in your unit so we may call Western Security to appropriately prepare the detectors prior to the beginning of your work. If a minor event, such as burnt food or a steamy shower sets off the alarm, please reach out to the Front Desk to silence the alarm appropriately.

Fire Extinguisher Inspection: An annual fire extinguisher inspection occurs in the spring at the expense of the Phoenix Association. A report is also provided and will be provided to the owner and management. Repairs and replacements are to be handled by the individual owner.

Once again, we are very pleased and excited to welcome you to The Phoenix at Steamboat! Please feel free to reach out with any questions you may have!

Sincerely,

Gabby Ceballos & The Phoenix at Steamboat Team