

CONDOMINIUM PROJECT QUESTIONNAIRE—FULL FORM

(Fannie Mae Form 1076/Freddie Mac Form 476)

(Lender: Please complete this section.)

Lender Name		Lender Phone Number	
Contact Name		Lender Fax Number	
Lender Address		Lender Email Address	

I: Basic Project Information

1	Project Legal Name	Gateway Townhomes Association
2	Project Physical Address	14472 E. Mississippi Ave., Aurora CO 80012
3	HOA Management Address	921 S. Dearborn Way, Aurora CO 80012
4	HOA Name (if different from Project Legal Name)	
5	HOA Tax ID #	84-0779076
6	HOA Management Company Tax ID #	N/A
7	Name of Master or Umbrella Association (if applicable)	N/A
8	Does the project contain any of the following (check all that apply):	
a	<input type="checkbox"/>	Hotel/motel/resort activities, mandatory or voluntary rental- pooling arrangements, or other restrictions on the unit owner's ability to occupy the unit
b	<input type="checkbox"/>	Deed or resale restrictions
c	<input type="checkbox"/>	Manufactured homes
d	<input type="checkbox"/>	Mandatory fee-based memberships for use of project amenities or services
e	<input type="checkbox"/>	Non-incidential income from business operations
f	<input type="checkbox"/>	Supportive or continuing care for seniors or for residents with disabilities

II: Project Completion Information

Is the project 100% complete, including all construction or renovation of units, common elements, and shared amenities for all project phases? Yes If No, complete the table below:

		Yes	No
a	Is the project subject to additional phasing or annexation?		
b	Is the project legally phased?		
c	How many phases have been completed?		
d	How many total phases are legally planned for the project?		
e	How many total units are planned for the project?		
f	Are all planned amenities and common facilities fully complete?		

1. Has the developer transferred control of the HOA to the unit owners? Yes, Dec., 1975

III: Newly Converted or Rehabilitated Project Information

1. Is the project a conversion within the past 3 years of an existing structure that was used as an apartment, hotel/resort, retail or professional business, industrial or for other non-residential use? No If Yes, complete the table below:

		Yes	No
a	In what year was the property built? _____		
b	In what year was the property converted? _____		
c	Was the conversion a full gut rehabilitation of the existing structure(s), including replacement of all major mechanical components?	<input type="checkbox"/>	<input type="checkbox"/>
d	Does the report from the licensed engineer indicate that the project is structurally sound, and that the condition and remaining useful life of the project's major components are sufficient?	<input type="checkbox"/>	<input type="checkbox"/>
e	Are all repairs affecting safety, soundness, and structural integrity complete?	<input type="checkbox"/>	<input type="checkbox"/>
f	Are replacement reserves allocated for all capital improvements?	<input type="checkbox"/>	<input type="checkbox"/>
g	Are the project's reserves sufficient to fund the improvements?	<input type="checkbox"/>	<input type="checkbox"/>

1. How many unit owners are 60-or-more days delinquent on common-expense assessments? 0

2. In the event a lender acquires a unit due to foreclosure or a deed-in-lieu of foreclosure, is the mortgagee responsible for paying delinquent common expense assessments? Yes, 6 months

3. Is the HOA involved in any active or pending litigation? No

If Yes, attach documentation regarding the litigation from the attorney or the HOA. Provide the attorney's name and contact information:

Name:

Phone:

V: Ownership & Other Information

1. Complete the following information concerning ownership of units:

	Entire Project	Subject Legal Phase (in which the unit is located) If Applicable
Total number of units	32	
Total number of units sold and closed	32	
Total number of units under bona-fide sales contracts		
Total number of units sold and closed or under contract to owner-occupants	21	
Total number of units sold and closed or under contract to second home owners		
Total number of units sold and closed or under contract to investor owners	11	
Total number of units being rented by developer, sponsor, or converter		
Total number of units owned by the HOA		

2. Complete the following table if more than one unit is owned by the same individual or entity.

Individual / Entity Name	Developer or Sponsor (Yes or No)	Number of Units Owned	Percentage Owned of Total Project Units	Number Leased at Market Rent	Number Leased under Rent Control
	<input type="checkbox"/> Yes <input type="checkbox"/> No		%		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		%		

1. Do the unit owners have sole ownership interest in and the right to use the project amenities and common areas?
Yes

If No, explain who has ownership interest in and rights to use the project amenities and common areas:

2. Are any units in the project used for commercial or non-residential purposes? No

If Yes, complete the following table:

Type of Commercial or Non-Residential Use	Name of Owner or Tenant	Number of Units	Square Footage	% Square Footage of Total Project Square Footage
				%
				%
				%
				%

3. What is the total square footage of commercial space in the building that is separate from the residential HOA?
Include above and below grade space used for commercial purposes, such as public parking facilities, retail space, apartments, commercial offices, and so on.

Total square footage of commercial space

VI: Insurance Information & Financial Controls

1. Are units or common elements located in a flood zone? No

If Yes, flood coverage is in force equaling (*select only one option below*):

- ☐ 100% replacement cost maximum coverage per condominium available under the National
☐ Flood Insurance Program some other amount (*enter amount here*) \$_____

2. Check all of the following that apply regarding HOA financial accounts:

- ☒ HOA maintains separate accounts for operating and reserve funds.
- ☒ Appropriate access controls are in place for each account.
- ☒ The bank sends copies of monthly bank statements directly to the HOA.
- ☒ Two members of the HOA Board of Directors are required to sign any check written on the reserve account.
- ☒ The Management Company maintains separate records and bank accounts for each HOA that uses its services.
- ☒ The Management Company does not have the authority to draw checks on, or transfer funds from, the reserve account of the HOA.

1. Supply the information requested below. Do NOT enter "contact agent." **See attached ACORD certificate.**

Type of Insurance	Carrier/Agent Name	Carrier/Agent Phone Number	Policy Number
Hazard			
Liability			
Fidelity			
Flood			

VII: Contact Information

Name of Preparer	Mitchell Powell
Title of Preparer	Managing Agent
Preparer's Company Name	
Preparer's Phone	303-337-5811
Preparer's Email	mitchellpowell@comcast.net
Preparer's Company Address	
Date Completed	(insert current date)



AGENCY CUSTOMER ID: GATETOW-01

DAWNG

LOC #: 0

ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY CCIG		NAMED INSURED Gateway Townhomes Assn Inc Attn: Mitch Powell 921 S. Dearborn Way Aurora, CO 80012	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Additional Coverage

Travelers Policy #680-294M7088-17-42 includes:

*2% Wind/Hail Deductible

Ordinance or Law: Cov A Included; Cov B \$250,000; Cov C \$500,000

Fidelity/Employee Dishonesty \$25,000 Limit/\$1,000 Deductible

(Includes Manager)

General Liability includes separation of insureds clause

(Equipment Breakdown Excluded)

COVERAGE: Directors and Officers Liability

INSURER: Great American Insurance Company

POLICY #: EPP5665751-15 Claims Made Prior & Pending Litigation Date 04/15/03

EFFECTIVE: 11/05/17 - 11/05/18

LIMIT: \$1,000,000 / \$1,000 SIR

This coverage applies only to the named insured shown on the certificate and does not apply to any other property, business or association.

11:41 AM

GATEWAY TOWNHOME ASSOC.

11/10/17

2018 Budget

Accrual Basis

January through December 2018

	Jan - Dec 18
Income	
Assessment Income	87,168.00
Total Income	87,168.00
Expense	
Building Maintenance	1,200.00
Electric	600.00
Grounds Maintenance	14,968.00
Insurance	14,000.00
Legal & Professional Fees	600.00
Management	10,800.00
Reserves	9,000.00
Trash Removal	6,000.00
Water & Sewer	30,000.00
Total Expense	87,168.00
Net Income	0.00