

TO: Homeowner's in Westbrook Village Community Association, Inc.,

The Board of Directors for your HOA is holding a live, in-person meeting on Saturday, October 5, 2024, at 1:00 p.m. at Fire Station #5, 617 Barberry Drive, Longmont, CO. You are all invited and encouraged to attend.

Fire station #5 is the station closest to us located at the east end of the small shopping center with Proto's Pizza, Robin Chocolates, Fabulous Finds, etc. There is a meeting room in the station where board members will conduct the meeting. Attached is a multipage meeting Agenda and other relevant information. Please take time to read this information before the meeting and prepare your questions and comments in advance.

Thank you for your time and interest in your community. We look forward to an informative, useful and helpful meeting with an opportunity to interact in person.

**Debra Lyford, President
Westbrook Village HOA**

See the meeting agenda below:

NOTICE of SPECIAL LIVE, IN-PERSON MEETING
WESTBROOK VILLAGE COMMUNITY ASSOCIATION, INC.

TO: Homeowners in Westbrook Village Community Association, Inc.

FROM: Board of Directors—Debra Lyford, Linda Fetterman, Brian Harpole, Larry McConahy, and Don Rinner

DATE: Saturday, October 5, 2024

TIME: 1:00 p.m.

LOCATION: Longmont Fire Station No. 5, 617 Barberry Dr., Longmont.
(Near Proto's Pizza, Robin Chocolates, Fabulous Finds)

MEETING AGENDA:

1. Discussion about repair/replacement of wooden utility boxes around the utility towers owned by Comcast and Century Link. There are 8 boxes within the common areas of our HOA and these are still being used by the companies who have an easement. The responsibility for repairs and replacement of the boxes is ours. The cost will be \$6,900.00 per the Proposal from Ketchum Painting and Remodeling which is attached.

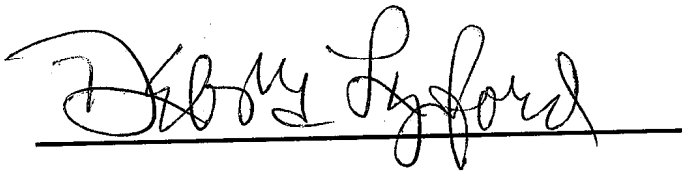
2. Discussion regarding what should be done with the drip system in blocks 1 & 2 originally designed to water plants near foundations. This is a complex issue for which the Board appointed a three-person committee to study the problem and suggest solutions. The Drip System Committee's Report is attached. The committee members will be present at the meeting to answer questions.

Meeting Agenda, Page 2

- 3. Discussion of the Questionnaire answered by homeowners several months ago.**
- 4. Brief discussion about the Association's budget.**
- 5. Discussion about lawn and tree concerns.**
- 6. General questions and issues concerning our HOA.**

We look forward to an opportunity to see you in person and discuss matters of importance in our HOA. We urge all of you to attend.

September 12, 2024

A handwritten signature in cursive script, reading "Debra Lyford", written over a horizontal line.

**Debra Lyford, President of Board of Directors
Westbrook Village Community Association, Inc.**

Drip System Committee Report

Submitted August 22, 2024 by Susan Harmon, Patsy VanDeGrift, Mary Jane Voogt

- A. **The Problem** - The drip system for the foundation plants in Blocks 1 and 2 is not functioning correctly due to several reasons. This committee was asked to provide suggestions and pricing for different solutions to the problem.
- B. **The Responsibility** - It is the duty of the HOA to manage and care for Common Areas and Association Maintenance Areas (AMA's). See Section 4.4. of Westbrook Village CC&Rs.
- C. Section 6.26 of the HOA Covenants requires that homeowners use the Associations irrigation system but allows that "if special irrigation needs are required within AMA areas, an Owner shall obtain approval of the Association to install a privately owned system to supplement the Association system. Such private systems shall be connected to the Owners water system and meter." This does not relieve homeowners with individual or supplemental systems of the allocated water sharing costs of Blocks 1 and 2, without a legal process to change the covenants.
- D. Any changes to this responsibility of the HOA to maintain the irrigation system will require a vote of the HOA members and institutions holding their mortgages. See section J for links on statute requirements for this vote.
- E. **Possible solutions:**
 - 1. Require each homeowner in Blocks 1 and 2 to pay for the installation of, arrange for and pay for the annual maintenance of an individual hook up irrigation system for foundation plants. This would require a legal process, and require an HOA vote to change covenants. Each homeowner would be responsible for managing the irrigation schedule for their own system and paying for their water. Susan

Harmon received an estimate for \$2500 to install an individual foundation irrigation system at her house. Patsy VanDeGrift's estimate for her house from J and S Landscaping was \$2,200. Pierce Sprinkler Service estimated an average of \$2,500 per individual home.

2. Install a new foundation irrigation system which would use HOA water and replace the service of the broken system. We have estimates from the two companies below. See Section J for links to attached documents.

In & Out remodeling - Martin Munoz (970-643-9639)

M C Faith Landscaping Construction Services LLC - Omar Salmeron (720-296-0507)

F. Considerations

1. In the process of our work we have uncovered that there are new CCIOA (Colorado Common Interest Ownership Act) statutes governing the process of changing HOA Covenants

2. Most people who bought into Westbrook Village did so partially because they wanted what the HOA covenants promise: A virtually care-free yard.

3. Many homeowners are either uninterested in managing a drip system or potentially physically unable to do so.

4. The conditions of our lawns and foundation plantings need to be well-maintained in order to preserve home values.

5. To let lawn care and maintenance of common areas deteriorate invites legal action.

6.Changes to the covenants would likely require legal services and would significantly add to the costs to residents.

7.Some homeowners have more plants than others. Should equitable distribution of water be an issue reflected in individual homeowners costs. Or is this even possible.

G. Suggestions

1. Increase dues to pay for area maintenance that is needed and not being done.

2. Issue a special assessment to Blocks 1 and 2 for the installation of a new drip system, or give owners an informed choice on which to vote. (Voting for individually owned irrigation systems would mean the intricate and costly process of changing covenants. A special assessment requires a homeowner vote as per CCIOA statute: 38-33.3.217.)

3. Consider hiring a person to monitor our irrigation and drip system once a month (eg) to troubleshoot. The knowledge for this challenging job should not reside in a single board volunteer. That is unfair to the board member, and to the residents.

4. Our CC and R's are due for an update. Section J has some relevant videos from Altitude Law Firm (altitude.law)

H. Irrigation provider companies

1. In & Out Remodeling, (970)643-9639. Martin Munoz. Can hire as a monitor/repairer/troubleshooter of irrigation systems. Company does installations.

2. Pierce Irrigation Systems 970-762-2640. Kyle. A small company willing to do individual home irrigation systems for about \$2,500.

Also hires out with an hourly charge to troubleshoot and repair and adjust irrigation systems. (\$75-100 per hour)

3. MC Faith Landscaping Construction Services LLC. 720-897-5047. Omar Salmeron. Will do mowing, trimming, irrigation installation and maintenance, stump removal, troubleshooting.
4. Wards Lawn Service (Weld County) - highly recommended by Kyle from Pierce Irrigation Systems for installation of big projects like HOA systems. We did not talk to Ward Lawn Service since we had two bids by the time this company was recommended.

J. Links to bids for Drip System Replacement and HOA procedures videos.

1. Drip System Bids

- a. Omar Salmeron, M C Faith Landscaping Construction Services, bid
- b. In and out Remodel, Martin Munoz, bid

2. Videos by Altitude Community Education outline the legal process for changing covenants, and amending your government declarations:

<https://www.youtube.com/watch?v=veaL8pm3bu>,

Community association law

<https://altitude.law/>

Amendment vs resolution

<https://www.youtube.com/watch?v=eyfoKHgmaXU>

Raising money

<https://www.youtube.com/watch?v=Lj7CNlkr08>

(HOA) DRIP IRRIGATION SYSTEM REPLACE FOR A 29 HOMES, QUOTE#08152024. DATE:08/15/2024

TO: MARY JANE VOOGT

1-WE REPLACE THE EXISTING DRIP LINES FROM THE DRIP VALVES

2- CONNECT A NEW DRIP LINES TO THE EXISTING PLANTS DRIP LINES FOR EACH HOME

3- WE CONNECT 4 TO 5 HOMES ON EACH EXISTING DRIP VALVES

4- WE INSTALL A NEW 1 1/2" PVC SLEEVE UNDER THE SIDEWALKS TO CROSS THE NEW DRIP LINES

5- WE ADJUST ALL THE DRIP ON EACH PLANT AND TREES ON EACH HOME

6-WE PATCH ALL THE TRENCHES ON THE GRASS WHIT A NEW SOD AND MAKE EVERYTHING LIKE NOTHING HAPPENS

TOTAL===== \$800 FOR EACH HOME

TOTAL ALL TOGETHER ===== \$23,200

THIS INCLUDES MATERIAL-EQUIPMENT AND LABOR COST

IF YOU APPROVE I REQUIRED THE 50% BEFORE START AND THE OTHER 50% WHEN WE DONE

DOWN PAYMENT===== \$11,600

THIS IS FOR ORDER MATERIAL SAVE A DATE TO START ACCORDING YOUR FROM THE DATE YOU APPROVE THE ESTIMATE

REMAINING BALANCE ===== \$11,600

WHEN WE DONE AND WALK TRHU ALL AROUND THE PROJECT

IF YOU APPROVE YOU CAN MAKE A PAYMENT VIA ZELLE TO SAMUEL PUENTE (720)-517-5242 - CHECK PAYABLE TO OMAR SALMERON OR CASH

THANK YOU FOR TOUR BUSINESS 🙏

PLEASE FEEL FREE TO CONTACT ME FOR ANY QUESTIONS

ATT: OMAR SALMERON, MC FAITH LANDSCAPING CONSTRUCTION SERVICES LLC

BUSINESS (720)-296-0507

PERSONAL (720)-517-5242

2:46



Invoice.pdf



Indoor&Out Remodeling

Business # 9706439639
9706439639
indooroutdoorremodel@gmail.com

ESTIMATE

Billed To**Westbrook Village HOA**

3515 boxelder drive, Longmont CO 80503

Billed From**Indoor&Out Remodeling**

3509 Wyatt act, Greeley co 80620

Estimate #: EST8674

Date: Aug 10, 2024

Item	Price	Quantity	Total
29 Homes Drip Line Repair/replacement Over 1500 L/F of 1"to3/4 drip line	\$75,000.00	1	\$75,000.00

Subtotal \$75,000.00

Grand Total \$75,000.00

Price includes estimated project, Extra fees may apply

Any additional plumbing outside of estimated proposal is subject to \$175/hr plus part.

50% to begin project
50% when project is complete

Owner is responsible for HOA plans/fees and or city permits
Indoor&Out remodeling is responsible for all labor, material cost
Indoor&Out remodeling is not liable for damage to unmarked lines

Project is subject to change due to additional cost/repairs/permits/ unplanned .

1 year labor warranty plus manufacture warranty

Signature accepts all the above agreements
Signature is only provided once first half of project is paid