WESTBROOK VILLAGE COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

DATE: July 31, 2026

TIME: 11:00 AM

PLACE: 3612 Boxelder Dr.

DIRECTORS AGENDA

1. CALL TO ORDER JOHN MARLIN

   Review and approval of meeting minutes of April 29, 2029, sent by email to Board members.

2. NEW Business

   A. Review of Year to Date Financial statements.

   B. Discussion of $25,000 CD, matured on July 27th. Options to renew for 3 months at the same rate of 3.5%.

   C. Discuss current bids/proposals Brian has received for 2027 Landscape Maintenance. PRU SCAPES 5%

   D. Discuss overall appearance of the HOA grounds and comments for HOA members. See letter/email from Keith Solt, attached. Discuss sprinkler maintenance. Discuss any special projects that may require additional funds beyond the normal budget requirements.

   E. Discuss possibility of a special reserve fund.

   F. Maintenance Modification Agreement status.

   G. Coffee Get Together for August 8, 2026. $50.00 from HOA account for cost.

   H. Discuss letter from attorney on HOA issues arising from the Colorado legislative session.

   I. Discuss rewritten HOA Rules- comments/changes.

   J. Set date and time for next board meeting and Annual Homeowners meeting.

   K. OTHER BUSINESS

   L. ADJOURNMENT

John Marlin

John Marlin, board president, Westbrook Village Community Associations, Inc.

Westbrook Village Community Association
Minutes of the Board of Directors
Third Quarter Meeting July 31, 2026

1. Call to Order by John Marlin at 11:05 AM
   Review and approval of second quarter meeting minutes previously sent by email to the board of directors April 29, 2026. Brian Harpole made a motion to accept with no changes; seconded by John Marlin. There being no further discussion, all approved.

2. New Business
   A. Review of July 30, 2026 Financials presented by Linda Fetterman. Our bookkeeper will move $10,000 from savings to checking to cover August bills.
   B. Discussion of $25,000 CD which matured July 27, 2026. Looking at cash flow with fourth quarter dues expected by October 1, 2026, board decision was to only renew $15,000 for 3-month CD at 3.5%/annum coming due October 27, 2026, so that $10,000 could be put into savings account with bookkeeper able to draw on those funds as needed to cover September bills. Our main CD that is for nine months comes due November 27, 2026 for face amount of $32,500, plus interest.
   C. Discuss current bids/proposals of HOA grounds by Brian Harpole. The board gave Brian the go ahead to contract with Summit Tree service to take care of all 18 of the trees that need the most attention to be included in the 2027 budget. Brian said to expect a 5% increase in ProScapes annual contract and to keep the Fertilization with St. Vrain at the same as 2026, but without the Emerald Ash bore treatment as 2027 is the off year. We may still be getting an invoice from Jorge for work done, and although we have about $1,000 left in Sprinkler repair, we may need to use some more of that and possibly allocate $400 for weed control yet to be done in 2026.
   D. Most of the discussion was to review and comment on any members' concerns/wishes. John suggested a $10,000 budget item in 2027 for Landscaping needs, Linda suggested $5,000 for the 2027 budget with another $5,000 in the 2028 year. After discussion, it was motioned by Brian and seconded by Don Rinner to go with the $5000, to be discussed further once Linda prepares the rough draft of the 2027 budget by September 15, 2026. "The Board of Directors shall cause to be prepared, at least sixty (60) days prior to the beginning of the calendar year, a Budget for such calendar year." The board will have discussions by email regarding the 2027 budget and dues amounts by October 15 and then within thirty days after the adoption by the Board, the Board shall mail or otherwise deliver a summary of the budget to each owner and then set a date for a meeting of the owners to ratify the budget, not less than fourteen (14) days nor more than sixty (60) days after delivery to the whole Association. Note: Unless at that meeting of Owners to which at least sixty-seven (31 owner lots) percent of the Association are rejections, the Budget shall be deemed ratified by the Association, whether or not a quorum is present.

E. Discuss possibility of another Reserve Fund. It would be in addition to the original reserve fund of $5,830 and held in a separate invested account to be treated between buyer and seller just as the reserve funds are handled upon sale of a Lot. At this time, the board did not see a need to raise such an additional Reserve.
F. Maintenance Modification Agreement status. John reported he had spoken with Vandegrift's and they were to go into Land Title for recording the first week of August. Linda reported that both Lytton & C. Beck had already been in to Land Title.
G. Noted the email Jack sent out from WBV email for the coffee get-together Saturday, August 8, 2026 with funds of up to $50 to be spent as a meeting expense.
H. Linda read the letter from our attorney P. Dauster recapping the 2026 legislative session, noting that there were no changes related to HOA's that pertain to Westbrook Village Governance Policies.
I. The rewritten/updated HOA Rules were discussed and with some additions/clarifications in verbiage, Linda will re-do and send copies to each board member with Jack to then publish on our website under the Governance Policy and Rules tab, in the More section of the wbvco.com.

3. Other Business
   A. Set date and time for next board meeting: October 15, 2026 11:00pm at John's
   B. Set date and time for Annual Homeowners meeting: December 17, 2026 1:00-3:00pm, in person at the Longmont Library. Linda will book by October 15, 2026.

4. Adjournment: With agreement, John called the meeting to a close at 2:05pm

Respectfully submitted by Linda Fetterman, Secretary