



To: Windshire Park Metro District Residents

January 2017

WPMD (Mailing address, is the Community Pool)
1555 Millfleet Drive
Windsor, Colorado 80550

WPMD (Actual District Office address)
1927 Wilmington Drive Suite 101
Fort Collins, Colorado 80528

Office Phone number: 970-377-0609 * Fax Number: 970-225-0054

After Hours emergency cell number: 970-412-1440

E-mail: manager@windshirparkmetrodistrict.com

District Web Site:

The District web site is www.windshirparkmetrodistrict.com, please make sure you go to the web site and join to get access to necessary District documents and forms. You must join to see all the documents and forms. All information e-mails are sent out to the District residents will come through the web site. You must join the web site to receive e-mails.

Quarterly Fees for Operations and Maintenance:

Quarterly O and M Fees go out every quarter and the Districts THANKS YOU for paying on time. Any past due Operations and Maintenance Fees will be assessed a \$25.00 late fee after due date and then every 30 days a late fee will be assessed until paid in full. To avoid late fees or collections please pay O and M fees on time. Past due is payment received after the 1st of the month. Late Fees are determined by USPS processing date on the envelope, not the date on your check or the e-mail notification from the bank if you pay on-line. Administration fees may apply when invoicing and sending out statements. If you ever have any questions on your quarterly fee, please contact the Windshire Park Metro District.

All residents must be in good standing with the District to have their Pool tag issued and or re-activated. District members in good standing are paid in full on their taxes, O and M fees, along with no outstanding covenant violations.

Quarterly fees are due the following dates of each year. (\$62.00 per month/\$186.00 per quarter)

March 1 (January, February, and March)

June 1 (April, May, and June)

September 1 (July, August, and September)

December 1 (October, November, and December)

Starting in 2017 your O and M fee is \$62.00 month. You will be invoiced every quarter.

**** Payments can be made on line, by requesting your invoice be e-mailed to you ****

Questions on why some District members get a statement and an invoice, we hope this helps.

Operation and Maintenance Invoices and statement:

The District must invoice each lot owner/district member every quarter for the O & M fee. The invoiced amount will be added to your balance or taken off any credit you may have. If you have a balance due from a previous quarter or a credit on your account, you will also receive a statement showing the balance due or the remaining credit on your account. The amount on the statement would be the amount you owe or is your credit balance. Administration fees may apply when invoicing and sending out statements. **If paying by check or money order, mail your payment to the District mailing address: 1555 Millfleet Drive * Windsor, Colorado 80550. The mailing address is the Community Pool.** Hand Deliver your O and M payment, to the black drop box located in the driveway to the Community Pool parking on the east side as you drive in. It's the black box on the east side of the parking lot marked WPMD Drop Box.

Trash day for WPMD is Thursday:

The board has chosen Thursday as trash day, as not to have trash/recycle bins sitting out several days a week. Also not to have several trash trucks driving around the neighborhood all different days of the week. This helps with wear and tear on the street and just general safety for all in the neighborhood. When it's not trash day, please keep your trash cans in your garage or behind your fence, do not store trash cans on your driveway or in your front yard.

Do not leave Trash cans out:

Trash cans must be put away in your garage or behind your side fence when it's not trash day (Thursday). Please be considerate of your neighbors/neighborhood, do not leave trash cans out.



Fence Staining:

If you want to stain your fence, please use the approved stain. The fence stain color for the entire community is **Sherman Williams** “Woodcraft Cedar” stain.

A brief history on our District stains; years ago when the developer and/or the builder first used the “Woodcraft Cedar” stain it was manufactured by Kwal and they used an oil base stain. Then the Districts switch to a Kwal water based stain (“Environmentally safe”). This basic switch can made the fence stain look a little different on each fence. Then Kwal went out of business, and the Districts had to switch base stain (Stain before color mix) and manufactures of the District stain.

The Districts choose **Sherman Williams** “Woodcraft Cedar” stain because it was **a close match** to what fence stain exists in the community and we have a Sherman Williams store nearby in Fort Collins.

Over all the new approved Sherman Williams “Woodcraft Cedar” stain for the Districts may not match existing fence stain exactly but we have the “Woodcraft Cedar” stain appearance in the community where fence stain is required.

Tree Replacement:

If any of your front yard tree/trees have died, you must replace the tree/trees. Keep in mind you must maintain your trees, prune trees when needed. Each front yard should have at least 1 tree.

Architectural Design Application:

The "ADA" is used for, any landscaping or doing modifications /up-grades to the exterior of your existing home. If you're placing a deck, concrete patio, covered patio, upgrading your landscaping, painting your home or any exterior projects you must submit the Architectural Design Application ("ADA") for approval. Review fees may apply. You can find this document on the District web site. Just go to Windshirparkmetrodistrict.com, on the home page click on the documents tab on the home page. You will see this document listed first.

When you're ready to landscape your yard or planning any upgrades to your landscape/exterior of your home, you need to review the Guidelines (On the web site). Before you start any new work or make any changes you must submit the Architectural Design Application with a drawing of your lot/house showing the work for approval. Please note, when your ADA has been approved from the District you might check with the Town on building codes and see if a permit is needed. Also check if your contractor needs to be licensed in the Town before the work starts.

Landscaping Maintenance:

After you spend time and money on your yard please make sure your landscape in front and/or rear of your home is neatly maintained, including shrubs and trees. Pay close attention to shrubs and trees that are planted near the sidewalk.

Please remember to prune your trees and shrubs, this will improve and maintain the health of the trees/shrub plus promote grow. Edging should be properly secured and maintained in an attractive manner. All dead trees in your yard and in your tree lawn area must be replaced. If you're on a corner try and prune tree as not to block views. A neat tidy yard makes the community look better.

District Snow Removal:

The WPMD has its snow removal map and policy on our web site. The District is responsible for the snow removal on the walks that butt up to District property. Homeowners are responsible for their own walks in front of their home or on their side lot if on a corner. The Town is responsible for the snow removal on the streets. See Town of Windsor web site for the Town's policy.

District Maps:

We have District maps on our web site showing the District Boundaries, showing what sidewalks the District does snow removal on, the District Maintenance map and so forth.

Neighborhood Mail Boxes:

Cluster boxes are provided by the developer/builder at time of development. Cluster boxes meet USPS specifications and are placed in locations that the USPS has chosen. The District asks that no posting/advertising be placed on the mail boxes. Please keep in mind, mail boxes are located in the street ROW, in doing this some mail boxes are on your neighbor's lots, please do not walk in their grass or leave postings in their yard.



Front 2 Pages of Updates:

We do not change the front two pages information due to the fact that the community is still growing and we want to make sure everyone gets this information. Please make sure you join the web site to get information.

Holiday Lights/Decoration:

All seasonal decorations must be removed within thirty (30) days following that particular holiday or celebration. Please remove any decorations/lights when weather permits.

2017 Windshire Park Metro Districts Directors Meeting Dates:

The WPMD Board of Directors Meeting's for 2017 have not been scheduled as of yet. Meeting dates will be posted on our District web site calendar. As always meetings will be posted on site at least 72 hours before the meeting. (Meeting dates subject to change and occasionally a meeting may be added)

District Owned Fence:

The District has stained all the District fences in our community again and will schedule for fence staining a section of the community every year. More than likely it will be set up to stain the district fences every 4 years.

Do not attach any items to the District fence. Do not attach bird houses to the District fence or place next to the District fence. Keep in mind to be careful where you place birdhouses, even in your own back yard, the waste from the bird's ends on your neighbor's fence and or yard.

Gates are not allowed in the District fence. Keep trees and shrubs from growing on the fence. Keep in mind the District needs to maintain the District fence. The District does have a 3' fence easement where District fence is placed.

Builder Information: (Builder not associated with the Districts)

For warranty issues in Windshire Park, please contact D R Horton at 303-221-8609/Fax 303-221-8615 or www.drhorton.com. The WPMD is not associated with the Builders. If you have an issue with the builder, please follow their procedures to contact them with any issues you have with your home or lot.

Community Garage Sale Dates

The following Saturdays have been chosen for the Windshire Park Metro District Garage Sales.

SPRING Garage Sale

The third Saturday in May every year starting at 8:00 am and ending 4:00 pm. (May 20th, 2017)

FALL Garage Sale

The fourth Saturday in Aug. every year starting at 8:00 am and ending 4:00 pm (August 26th, 2017)

The District will place ads in the Fort Collins Coloradoan, the Windsor Beacon, and on the web (Craig's List), along with placing community signs. You are encouraged to run your own ads in the local papers or web sites highlighting your special items for sale.

Mark your calendars and start pulling out all the unwanted treasures your basement or garage has to offer. Garage Sale will not be rescheduled due to inclement weather (The District places the ad's in the papers at least a week ahead time to meet print dates, and we don't always know what the weather will be like).

You do not need to contact the District to participate in this event. Homeowners can have Garage sales any time during the year that they wish, however, the District requires that any signs you have put up be taken down immediately after the garage sales ends.

Windshire Park Pool Hours:

Pool opens for the season: May 27th. During the summer pool open's at: 10:30 AM, and closing at 8:00 PM.

The 4th Monday in August pool hours will change during the week opening at 3:00 pm and closing at 8:00 pm Monday through Friday, weekends (Sat. and Sun.) are the same operating hours opening at: 10:30 AM, closing at 8:00 PM.

Holidays Hours: Pool Holiday Hours are opening at 10:30 AM and closing at 6:00 PM.

Holidays: Memorial Day, Independences Day and Labor Day.

Pool closes for the season: September 4th closing at 6:00 PM for the season.



The District will sell a limited number of Out of District Pool Memberships. On our web site we do post our District budget and cost to run the pool. The WPMD pool is for our community with the residents we have living here at this time. The apartments on the east side are not in the District, but residents at the apartments can buy Out of District Pool Memberships. The build out of the Community/WPMD will be around 530 single family homes. The developer is developing 74 lots to the north for D R Horton right now and sales will start soon.

Non-Potable Water system: (Home Irrigation)

The non-potable water monthly rate is \$36.00 a **month** (\$180.00 for the season, same total amount). You will be invoiced for 5 months, 2 months, and then 3 months: starting May 15th, June and July non-potable water monthly rate on your 2nd quarter O and M fee invoice. Then you will be invoiced for August, September and through October 15th non-potable water monthly rate on your 3rd quarter O and M fee.

The District does not make any money on the non-potable water system. The District only look to recover its actual cost of running the system along with reserves for any up keep and lease/rent of non-potable water when needed. As always watering restrictions may apply. Recommended watering time per zone is 8 to 10 minutes or less.

Non-Potable Water Availability:

Partial months; the District does not always know the river waters availability. Water availability depends on run off and weather, so the District charges a lower monthly rate, and we don't pro-rate the month for less time. A set monthly rate is a lot cheaper than reading water meters and invoices each home. As you know the water rates are great! Please keep in mind the non-potable water system will go on and be shut off for the season different days every year; it all depends on the weather and the availability of the non-potable water. Non-potable water will turn on around May 15th and shuts down the 3rd Saturday of October. When the District blows out the non-potable water system main lines on the third Saturday of October, you can also blow out your irrigation system for FREE, using the air we have in the lines. See our schedule for times; this is a savings of at least \$45.00/\$50.00.

Operating cost; as the community grows, more homes will help cover the set cost of running the non-potable water system as cost will be spread out over more lots. The developer assists the District with these costs, until we have more residents. The District tries very hard to keep cost as low as they can to operate and maintain the non-potable water system.

Non-potable water system shuts down; Power outages, lighting and heavy rains can cause the non-potable water system to shut down. Heavy rain causes debris to clog or dam up the ditch we get our water from, then it has to be cleaned when the water levels are lower. Call the District if your water is not working and it's your watering day.

Social Committee:

We have a Social Committee working hard to schedule fun community activities. The committee will post all events on the Windshire Park Metro District Web site and e-mails sent out by the District web site

Landscape or Exterior upgrades to your home or yard:

If you are just starting to landscape your yard or planning any upgrades to your landscape / exterior of your home, you need to review the Guidelines (On our Web site). Then when you're ready to make changes you must submit the Architectural Design Application for approval. This includes exterior paint. Some homes in the neighborhood will need to start thinking about paint this year. Go to the web site to review the Guidelines if you don't have a copy, plus you can print off a copy of the Architectural Design Application.

Landscaping:

After you spend time and money on your yard please make sure your landscape in front or rear of your home is neatly maintained, including shrubs and trees. Pay close attention to shrubs and trees that are planted near the sidewalk. Also, make sure your edging is properly secured and maintained in an attractive manner. Those of you on corner or street side lot don't forget about that space between your fence and the walk for weeds.

Dogs on the Loose or with their owners:

We receive e-mails and calls on this one: Pick up after your pets when walking through the neighborhood. Don't walk your dogs on your neighbor's yard. The light pole or fire hydrants are tempting for your dog, but most of the time they are in your neighbor's yard. If you see loose/stray dogs please call Windsor code enforcement at 970-674-6400.



Parking in Cul-de-sac's:

We receive calls/e-mails about parking in the Cul-de-sac's. Front end parking is a Town violation is not allowed. All vehicles must be park parallel with the curb. Vehicles may not be parked face in the end of a Cul-de-sac. Passenger side must be towards the curb. Vehicle not more than twelve (12) inches from the curb.

If you have issues with some parking in the Cul-de-sac's you can call Windsor Code Enforcement at 970-674-6400.

Neighborhood Speeding, Stop signs:

Just a friendly reminder, please watch your speeds in the neighborhood and make full stops at all stop signs. We just ask that you look around and be aware of your surroundings. With all the children in the neighborhood heading to school we just don't want anything to happen or someone get hurt.

Neighborhood Safety:

Watch your speeds in the neighborhood, kids are back in school and as always out playing. If you have an issue with speeders, the District cannot control this, call the Windsor Police non-emergency number at 970-674-6400. Use this same number for parking issue when needed.

Street Lights: Owned by Xcel Energy.

The street lights along the streets in the District/community are owned by Xcel Energy. If you see any lights that are not working or flickering a lot you can call them into Xcel Energy for maintenance. Call Xcel Energy at 1-800-895-1999, when the phone is answered you will be prompted to make a selection of what you need by the recording. Push #1 for electric outages, then you will be prompted to make another selection of what you need, push #2 an that will get you to the operator and they will ask you for the address of the street light pole (Closest Intersection) that is in need of maintenance. If you can, there are numbers written on the side of street light pole, if you can get those numbers that will help Xcel crews find the street light pole in question.

Coyote Conflicts in Our Neighborhood!

Please do not feed the coyotes. Don't leave out bowls of dog or cat food overnight you will attract coyotes, or leave out small dogs and cats. Questions on coyotes go to the Colorado Division of Wildlife web site at <http://www.wildlife.state.co.us>.

District Web Site:

The District has its own web site at <http://windshirparkmetrodistrict.com/>. All documents and forms for the Districts are posted on the web site in the library section. Please go to the District web site to view District budgets, District forms and maps, along with information on the Community Pool.

The Districts get asked all the time about different neighborhood web sites, socials sites, blogs and so forth. The District is asked about the topics and or discussions on these sites; Windshire Park Metro Districts have no affiliations with these sites and have no control on any topics and or discussions.

Nor do these sites have permission from the Districts to reproduce any documents, repost or forward e-mails from the Districts. Please remember developers, builders, real estate agents, title companies your neighbors cannot make commitments or promises for the Districts. If you have a question for the District, just ask us, we will try and answer.

That's it for now, as always any questions please feel to contact Windshire Park Metro District.



January 1, 2017

Dear Residents:

As of January 1, 2017, the Board of Directors of the Windshire Park Metropolitan District has passed a resolution raising the Operation and Maintenance fee to \$62.00 per month (\$186.00 per quarter/\$744.00 per year).

The increase in fees will go directly to maintaining and operating the assets as well as providing an appropriate amount in reserves for future capital replacements.

Vendors continue to increase rates and utility companies continue to raise rates for commercial power and gas. In addition non-potable water rental rates continue to rise in price. The District gets multiple bids each year for all contracted services.

The budget is posted on the website www.windshireparkmetrodistrict.com and is independently audited every year. The audit is filed with the State of Colorado each year. If you would like to discuss further, I can be reached at 970.215.8000.

Dino DiTullio, Chairman
WINDSHIRE PARK METROPOLITAN DISTRICT