

**WESTVIEW AT BOOTH FARMS COMMUNITY ASSOCIATION**

# **NOTICE**

**ANNUAL/BUDGET RATIFICATION MEETING**

**TUESDAY, NOVEMBER 27, 2007**

**6:30 PM – 8:30 PM**

**COAL RIDGE MIDDLE SCHOOL**

**6201 Booth Dr. Firestone, CO**

If you are unable to attend the Annual/Budget Ratification Meeting, please complete the following proxy and give it to the person you are authorizing to vote for you. You must designate a specific person and not leave the space blank or open-ended. The person you designate must be at the meeting in order for your vote to be cast. If you wish, you may designate the following Board Members to cast your vote: **Chris Couser, Travis Chapman, Gary Killcoyne, Kevin Communal, or Jeff Jurgena**. The proxy must be signed and dated. Only those homeowners who are current in their assessments will be allowed to vote.

**PLEASE DETACH AND RETURN TO FOSTER MGMT**

**Westview HOA C/O Foster Management PO Box 6125 Longmont, CO 80501**

**PH:(303) 532-4148 FAX:(303) 651-2674**

I hereby authorize **(Circle one) C. Couser, T. Chapman, G. Killcoyne, K. Communal, or J. Jurgena** as a Board Member or \_\_\_\_\_ to cast ballots and/or vote on my behalf at the 2007 Annual / 2008 Budget Ratification Meeting of Westview at Booth Farms Community Association, Inc.. This proxy and appointment includes the right of the proxy to substitute a successor proxy and the right of the proxy to vote at all adjourned meetings of the Annual/Budget Ratification Meeting as presently scheduled.

\_\_\_\_\_  
Unit Owner Name

\_\_\_\_\_  
Unit Owner Signature

\_\_\_\_\_  
Unit Address

\_\_\_\_\_  
Date

**NOTE: THIS PROXY MUST BE SIGNED IN ORDER TO BE VALID**

If you cannot attend this meeting and would like to have another represent your vote, please insert the name of the attending Homeowner or Board member you would like to represent your interests. Please mail or fax your completed proxy to the address listed above no later than 11/27/07.

# Westview at Booth Farms Community Association

## Notes on Proposed 2008 Operating Budget

The following is a detailed listing of the budgeted items included in the proposed 2008 Operating Budget for the Booth Farms Community Association.

### **Uses of Reserves**

#### **Landscape Replacement**

\$2000 for anticipated improvements throughout Brownbelt Park

#### **Contingency/Miscellaneous**

1% of budgeted costs from Reserve Expenditures

### **Sources of Operating Cash**

#### **Beginning Balance**

Amount is carried forward from previous year.

#### **Association Dues**

Revenue based on 166 homes paying dues on a semi-annual basis. Receipt of 100% of dues.

#### **Miscellaneous Revenue**

Not Budgeted - Assume no miscellaneous revenues

### **Operating Expenses**

#### **Water**

Initial Estimates including water on Brownbelt Park

#### **Trash Removal**

Based upon 2007 Expenditures

#### **Insurance**

Based upon prior year's expenditures

#### **Landscape Maintenance Contract**

Based upon current contract with CoCal Landscaping that renews in 10/2008. - EXCLUDES MAINT OF BROWN BELT PARK

#### **Irrigation Repair & Maintenance**

Nominal amount included for start up repairs

#### **Snow Removal**

Initial estimate based on a "normal" snowfall year. - EXCLUDES SNOW REMOVAL IN BROWN BELT PARK

#### **Community Events**

Incentive for homeowner participation in annual meeting

#### **Management Fee**

Foster Management agreement to be renewed 07/08 - Assume no increase in fee

#### **Legal Fees - General**

Estimate of merger costs budgeted in January

#### **Accounting / Tax Preparation**

Based upon Foster Mgmt fee to prepare annual tax return.

#### **Postage**

\$35/month postage plus \$70/qtr for newsletter (166 homes @ \$.41/newsletter = \$68 ~70)

#### **Bad Debt**

Assume no bad debt will be incurred - All assessments billed will be 100% collectable

#### **Miscellaneous Operating Expenses/Contingency**

1% Contingency fee based upon monthly expenditures

#### **Transfer to Reserves**

\$3000 per Assessment to be transferred to reserves to cover future capital replacement items