



**To: Windsor Highlands Metro District Residents**  
**Re: Metro Districts Updates**

**April 2019**

**Windsor Highlands Metro District Mailing Address:**

**Mailing address:** 6795 Crystal Downs Drive \* Windsor \* Colorado \* 80550

Office Phone: 970-223-5473 Fax: 970-225-0054 or after hour's Emergency phone: 970-412-1440.

Actual Business Location: 1927 Wilmington Drive, Unit 101 \* Fort Collins \* Colorado \* 80528

**District No. 1 Operation & Maintenance Fees:**

Yearly **District No. 1 O and M Fees** go out late April and are due June 1<sup>st</sup>; we THANK 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. To avoid late fees and or collections please pay O and M fees on time. Past due is received after the 1<sup>st</sup> of June. Late Fees are determined by USPS processing date on the envelope, not the date on your check. If you ever have any questions on your yearly O and M fee, please contact the Windsor Highlands Metro District.

**REMINDER:** All residents must be in good standing with the District to have their Clubhouse/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.

**Web Site:**

Our web site is [www.windsorhighlandsmetrodistrict.com](http://www.windsorhighlandsmetrodistrict.com) , please make sure you go to the web site and join to have access to all the community documents and District e-mails. If you don't sign into the web site you cannot see all the information. The District sends out community E-mails from the web site, you must sign up on the District web site to receive e-mails from the Districts.

**Pool Information:**

You will reuse your pool tag that was issued to you last year. If you have moved in over the past year please go to the District web site and print out the pool application. You will need to fill out the pool application and bring the completed pool application to the pool, in order to receive your pool tag. The District will send out dates as to when we will have someone at the clubhouse/pool in early May to issue your new pool pass before the pool opens for the season. As for your guest punch card for **2019**, it will be at the pool with the guards, under your name and or address. Pool tag's will be issued to new District members and or reactivated to existing District members after you check in once. To get your pool tag you must be a District member in good standing. District members in good standing are paid in full on their taxes, O and M fees in District No. 1, along with no outstanding covenant violations. Pool packets are available on the web site.

**Lap swimmers:** The District is going to test closing off the lap lane from 10:30 am to 11:30 am each morning and again at 5:00 pm to 6:00 pm. Please help keep children out of the lap swimming lanes during this time.

**Pool Hours:**

**Pool opens for the season: May 26<sup>th</sup> opening at: 10:30 AM**

**Pool opens daily at: 10:30 AM, Closing at 8:00 PM. daily. (May 25<sup>th</sup> to August 18<sup>th</sup>)**

**Pool Hours August 19<sup>th</sup> through September 3<sup>rd</sup> is Monday through Friday 4:30 PM to 7:30 PM**

**Weekends 10:30 AM to 7:30 PM**

**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 2<sup>nd</sup> closing at 6:00 PM for the season.**



**2019 Community Garage Sale Dates:**

**SPRING Garage Sale: Friday May 17<sup>th</sup> and Saturday, May 18<sup>th</sup> 2019. (Starting at 8:00 a.m. and ending 4:00 p.m.)**

**The third weekend in May every year starting at 8:00 a.m. and ending 4:00 p.m. (Friday and Saturday)**

**FALL Garage Sale: Friday, Sept. 27<sup>th</sup> and Saturday, Sept. 28<sup>th</sup> 2019. (Starting at 8:00 a.m. and ending 4:00 p.m.)**

**The 4<sup>th</sup> weekend of Sept. every year starting at 8:00 a.m. and ending 4:00 p.m. (Friday and Saturday)**

The District will place ads in the Fort Collins Coloradoan 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 Sales will not be rescheduled due to inclement weather. The District places the ads with the publications in advance as to meet print deadlines; we don’t always know what the weather will be. You do not need to contact the District to participate in the 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 your garage sales ends.

**(Restrictions on garage sales may apply if you live in an area with a sub-HOA, check with your HOA on your guidelines)**

**Trash day for WHMD is Friday.**

The board has chosen Friday as trash day, as not to have trash/recycle bins sitting out several days a week. The Districts does not want several trash trucks driving around the neighbor all different days of the week. This helps with neighborhood appearance, wear and tear on the street and just general safety for all in the neighborhood.

**Do not leave Trash cans out:**

Trash cans should be put away in your garage or behind your side fence when it’s not trash day (Friday). If you don’t have a side fence, place trash can 10 to 15 feet from front corner of house. Please be considerate of your neighbors/neighborhood, **do not leave trash cans out.**

**Architectural Design Application:**

The "ADA" is used for when you are building a new home, first time landscaping or doing modifications /upgrades 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 [windsorhighlandsmetrodistrict.com](http://windsorhighlandsmetrodistrict.com), on the home page click on the library tab on the left side of the page. You will see this document listed first.

**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 lawn area must be replaced. A neat tidy yard makes the community look better. (If you live in an area with a sub-HOA, your contract maintenance company handles your maintenance, check with your sub-HOA if you have questions on what maintenance is completed for you.)



### **Homeowner wood fence:**

If you live in an area where your fence is cedar, your fence (side lot and wing fences) will need to be stained. Stain color for WHMD: **Walnut – Sherman Williams**. The District will send out letters this spring, reminding you of your fence maintenance. See Fence map on our web site if you're unsure on who owns the fence.

A brief history on our District stains; years ago when the developer and/or the builder first used the "Walnut" stain it was manufactured by Diamond Vogel and they used an oil base stain. Then the Districts switch to a Diamond Vogel water based stain ("Environmentally safe"). This basic switch can made the fence stain look a little different on each fence. Plus with the Diamond Vogel store being so far away, the Districts decided to switch the base stain (Stain before color mix) and manufactures of the District stain.

The Districts choose **Sherman Williams "Walnut "**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 "Walnut"** stain for the Districts may not match existing fence stain exactly but we have the "Walnut" stain appearance in the community where fence stain is required.

### **Please Note:**

If only staining a portion of your fence the **Sherman Williams "Walnut "**stain may not be an exact match, which may cause you to stain your whole fence if you want it all to match the new **Sherman Williams "Walnut" stain**.

### **District Maps:**

We have District maps on our web site showing the District Boundaries, showing what walks the District does snow removal on, the District Maintenance map and so forth. You will see the new developed areas added to our District maps as they are approved and or accepted by the District.

### **District Greenbelts:**

Recently the District has had several residents weeding their yards and just throwing the weeds they pulled over the fence into the Districts tracts. But this years besides the weeds, we have had dead shrubs, dead trees, dog waste, bags full of dog waste and other trash. Please remember the District tracts are not a trash can for your trash that you do not know what to do with. Dump your waste in the appropriate place. Also, the District has a few areas with native grass and folks dump wheel barrels of dirt, trash or other items in these areas, again please reframe from dumping in the native areas or in the fields to the south, no dumping is allowed.

If you see any issues in the green belts around the community, please send us an e-mail and we will check out the issues.

### **The Golf Course and/or Tennis Facility:**

The Golf Course or Tennis Facility are not part of Districts No.1 through No. 10. You must contact these facilities directly for questions.

#### **Contact information:**

Windsor Highlands Golf Course: 970-204-4653

Windsor Highlands Tennis Center: 970-217-9291

### **Highland Meadows Golf Course:**

The Highland Meadows Golf Course is now District No.11 and is not part of the Districts No. 1 through No. 10 that you live in. With this being said the Highland Meadows Golf Course is still private property and you are asked not to trespass. You cannot take walks on the golf course, you cannot walk your dogs or cross country ski on the golf course. You are not allowed on the golf course unless you are paying and playing golf. You are not allowed just to enter the golf course and start playing golf, you must check in and pay to play golf on the golf course. Those of you that live along/back up to the golf course you **cannot put a gate in the District fence to access the Golf Course**. If you would like more information on Highland Meadows Golf Course please go to the Golf Pro-shop.



### **Golf Cart Community:**

The Windsor Highlands Metro Districts ("WHMD") is a Golf Cart Community as you know (Town of Windsor Resolution No. 2014-18).

We have still have had a few cases of young children driving golf carts around the community and over loading golf carts with passengers. Please make sure you read the Town of Windsor codes on driving a golf cart on the Public Roadways within the neighborhood and obey all traffic laws.

Golf cart drivers should have a valid driver license. If caught driving a golf cart on the Public Roadways within the neighborhood without a valid driver's license or not obeying traffic codes, you will be looking at the normal fines and other costs, associated with any traffic ticket.

Please make sure when driving a golf cart you stay within the District/community boundaries. You will see signs posted at all the exits from our District/community. You can also go to the District Web site at <http://windsorhighlandsmetrodistrict.com>, on the home page click on the library tab on the left side of the page and scroll down to "District Map" and you will see our District map with the boundaries.

In general, you cannot cross CR 30 to the North, you cannot cross Crooked Stick Drive to the south and you cannot go out on to CR 5 to the west.

This is for WHMD (Highland Meadows Golf Community) only; if you have friends that live outside our District/community they cannot drive their golf cart on the Public Roadways to get to our District/community.

Keep in mind the Golf Course is private property and you should only be on the golf course cart paths if you are a paying customer and playing golf. You are not to drive around on the cart paths for a leisure drive or walk.

Please see the Town code below, which are ARTICLE VI section 8-6-30 of the Town of Windsor codes. We are fortunate enough to be the first community to get this Municipal Code approved by the Town Board and we must follow all the code; however our privileges can be revoked if the codes are not followed.

#### **Sec. 8-6-30. Of Town of Windsor Municipal Code: Golf Cars, restricted operations. (Town of Windsor code)**

Notwithstanding the issuance of any permit under Section 8-6-20 above, the following restrictions shall apply:

- (1) **No golf car shall be operated by any person under the age of sixteen (16) years.**
- (2) No golf car shall be operated by any person unless such person holds valid driving privileges pursuant to Title 42, C.R.S., or the equivalent under the law of any other jurisdiction within the United States.
- (3) No golf car shall be operated upon any sidewalk, pedestrian trail or recreational facility within the Town, whether or not such trail or recreational facility is operated under authority of the Town, with the exception of golf courses and associated golf facilities.
- (4) Golf cars shall not be operated upon or across any portion of Colorado State Highway 392 or Colorado State Highway 257.
- (5) The operator of a golf cart must obey all traffic and parking regulations otherwise applicable to motor vehicles.
- (6) No golf car shall be operated between sunset and sunrise or at any other time when, due to insufficient light or unfavorable atmospheric conditions, persons and vehicles on the highway are not clearly discernible at a distance of one thousand (1,000) feet ahead, unless such golf car is equipped and illuminated with head lamps, tail lamps, stop lamps and turn signals as required under Title 42, Article 4, Part 2, C.R.S.
- (7) No golf car shall be operated in violation of any limitation or condition imposed by the Town Board pursuant to the authority provided under Paragraph 8-6-20(b)(5) above. (Ord. 2009-1357 §1)

#### **Sec. 8-6-40. Golf cars, operation within roadway.**

Golf cars shall be operated as close to the right side of the roadway as practicable, exercising due care when approaching, overtaking or passing a standing vehicle or one proceeding in the same direction or when approaching, overtaking or passing a pedestrian or bicyclist. (Ord. 2009-1357 §1)

#### **Sec. 8-6-50. Violations.**

Violations of this Article shall be punishable in accordance with the penalty provisions as set forth in this Code. (Ord. 2009-1357 §1)

See Town of Windsor web site for all traffic codes.

**Please do not send us corrections on the Town of Windsor Municipal Code: Golf Cars, restricted operations.**

**This is a copy of the Town of Windsor code, the Metro District did not write this code.**



### **Retention/Detention Ponds:**

The Districts have several dry and wet detention/retention ponds within our boundaries. It is the District responsibility to keep the detention ponds working as designed. This is cleaning the edges of detention/retention ponds, the outlets and inlets, along with cleaning and maintaining the rip rap that is in place.

The short non-technical story is that the detention/retention ponds were designed by engineers as a part of an overall drainage plan for the area to help with any flooding issue that may occur. As you can see by our community with all the new streets and homes, this has changed the water shed for our area. Due to all the asphalt, concrete and roof tops, when it rains/snows your lots were designed to shed the water off your lots, into the streets then into the storm outlets, then into the detention/retention ponds. Then from the District detention/retention ponds off our site into other water ways downstream.

The detention/retention ponds retain the water (Rain/snow fall) for a limited time. The outlets in the detention/retention ponds were design to let the water out over time. This is why you see the detention/retention ponds fill quickly during a rain storm or heavy snows, then over time the water level slowly recede. The detention/retention ponds on our site work as they were designed, to help prevent flooding in our community and downstream.

The detention/retention ponds that retain water in the Districts are maintained by the Districts. The Districts places sludge remover, (Waste and Sludge Reducer) and place algae growth control (Aquatron) in these ponds to try and control the algae growth.

With the runoff from the yards and streets going into the detention/retention ponds it hard to control algae in the detention/retention ponds due to all the streets run off, fertilizers from the yards and the District green belts. This is why it's important not to blow your grass clippings/trash in the gutters; it will end up in the detention/retention ponds.

Then once we get the products (Aquatron and Waste and Sludge Reducer) in the ponds and working as designed, we get a rain or snow and that changes the makeup/balance of the detention/retention ponds. Once this happen we almost have to start over with our products. (Placing these very expensive products back in the pond, that just washed away)

The products we place in the detention/retention ponds are environmentally safe, but have to be placed in limited amounts over 4 to 6 weeks as not to harm the detention/retention ponds aquatic growth and fish. The District has come up with a maintenance plan with a company that works on detention/retention ponds; we are trying to control the algae.

### **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.

### **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.

### **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>.

### **Board of Directors Meeting:**

The WHMD Board of Directors Meeting's for 2019 has been scheduled for 12/5/19 at 9:00 am. 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). Meeting location is at WHMD Clubhouse/Pool 6795 Crystal Downs Drive, Windsor, Colorado 80550.

**That's it for now, as always, any questions please feel to contact Windsor Highlands Metro District.**