

# WESTBROOKE Condominium Association

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June 9, 2022

## RE: Summer Newsletter Reminders

We look forward to seeing you at the upcoming Annual Meeting, but in case you cannot attend the meeting, we wanted to provide the following important updates and reminders concerning the community. As always, if you have any questions after reading this newsletter, please contact the office at 734-392-7790 or email [lynn@mccormickcommunitymanagement.com](mailto:lynn@mccormickcommunitymanagement.com).

**Trash and Recycling:** Unfortunately, we must address a weekly concern in detail here with the goal of reducing our grounds maintenance cost and improving the community aesthetics. The following are rules that all residents are expected to follow in order to comply with the Rules & Regulations:

1. Place ALL loose trash into a secured bag, then place that bag into a trash container/can. If the trash can blow away, then you have not secured it properly. Large trash items that do not fit into bags MUST be secured in some way, weighted down, or sandwiched between your trash cans to avoid the wind blowing the items around the community.
2. Until you receive the new recycling bins that have a lid, you must weigh down your recycling and do not overfill your recycling bin. Most of the trash that is blowing through the community has blown out of a recycling bin. If there is a possibility of it blowing out of the recycling bin, then do not recycle it, just put it with the regular trash inside of a secured bag.
3. If we find mail, boxes, or any other item blowing through the community that has your name on it, we will issue a Rules & Regulations citation letter for violating the trash rules.

It costs us \$66.00 per hour to have someone pick up trash throughout the community. It takes a minimum of two hours to do a thorough clean up of the trash that blows out of bins and cans every week. Therefore, if we do a thorough trash clean up every week, it will cost Westbrooke co-owners \$6,864.00 per year just to clean up trash that should have been secured by residents.

**Pool Rules and Waiver Form:** The pool is open to residents, but in order for you and your family/guests to use the pool, you must have a signed Waiver Form on file with management AND you have to confirm that you have read and will follow the rules regarding pool usage before receiving the new gate code. In order to maintain safety and order, extensive rules have been in place, and continue to be added to as new situations arise. Failure to follow the rules may result in the suspension of your access to the pool. The following are reminders (but not the entire set of rules) that will help everyone enjoy the summer:

1. You and your guests might be asked to identify who you are by a board member or other resident acting as a pool monitor. Cooperation on this matter is imperative for us to be able to keep the pool open: if you cannot prove that you belong there, what is to stop someone that actually doesn't have the right to use the pool from being there? The board members and management approve the use of the police to help identify people who refuse to identify themselves, but to save the hassle, please just let us know who you are and where you live.
2. We have pool monitors that are familiar with the rules to help us identify violations as they are taking place, but we also encourage you to report any concerns that you may have while using the pool. Our pool monitors have the list of approved pool users and can reach management at any time to make sure that a waiver has been signed.
3. Private parties are not allowed. Should co-owners choose to gather at the pool, while adhering to the maximum limit of 4 per household, adherence to the rules regarding food must take place. Snacks are allowed, but meals, cakes, pizza, and any situation that would produce large amounts of garbage are prohibited. Glass of any kind is prohibited within the pool enclosure.

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4. No smoking within the pool enclosure or on the entrance ramp.
5. Do not park in the handicap parking spot, which is the one closest to the ramp, unless you have a handicap permit. Do not park where we have "No Parking" signs along the grass.
6. Make sure the gate closes behind you and report any gate malfunctions to management.

**Rules & Regulations and Most Common Violations:** If you do not have the revised Rules & Regulations that were distributed in July 2021, please contact Lynn for another copy. Management and the board members will be evaluating every unit, front and back/side, for any violations of the rules starting the week of the annual meeting. When we observe a violation, you will receive a letter with details of the citation. Although we would like you to read the entire Rules & Regulations document, the most common violations at this time that we want you to ensure your compliance on include the following:

1. Charcoal grills are no longer allowed. If you have a charcoal grill, *please store it in your garage and do not use it in the community going forward.* **Consider this letter your warning notice.**
2. If you have a dog, you are expected to pick up the dog's feces from the grass ***immediately.*** We also ask that you do not store any dog feces receptacles or baggies containing feces outside of your garage. Management and various contractors frequently walk through the community and it is very unpleasant to walk through feces. Residents in violation of leaving feces outside will receive a citation and fine for each violation. **Consider this letter your warning notice.**
3. Damaged and unsightly garage doors must be replaced, unless painting will correct the aesthetic concerns. Garage doors must be ordered and sometimes take over a month to arrive, not including installation coordination time. Please look at your garage door and act accordingly.
4. Decks should be kept clean and stained. If you are not sure of your stain choice being within the approved cedar, light and medium brown tones (transparent or semi-transparent stain), then work directly with management to decide on a color.
5. Ring/Video Doorbells - The smaller sized video doorbells are allowed, but we ask that you disable the motion activated voice feature that announces that a passerby is on video.
6. There are quantity, color and size restrictions on outdoor decorations. All broken outdoor decorations/pots must be removed immediately. Nothing should be stored under your deck(s). Review the Rules & Regulations for all of the details. **Consider this letter your warning notice.**

**Window Amendment:** With 39 votes in favor of and 12 against, we were successful in achieving the co-owners' affirmation of approving the change to the Master Deed and Bylaws. The change, once in effect, will place the maintenance responsibility for windows, skylights and doorwalls onto the co-owners. Once the mortgage companies are finished voting, we are confident that the amendment will pass and it will then be recorded with Oakland County. The final amendment will be mailed to each homeowner at that time. We would like to use this opportunity to remind co-owners that replacement doorwalls have always been the responsibility of the co-owner, and the color of the doorwalls has to match the building. If the color that you choose does not very closely match the paint color, then it will need to be painted to match. This is discussed with co-owners when an Alteration request is submitted to the board for review. Since many of the doorwalls are at the age of needing replacement, the fact that it has to match might impact your decision on what brand and color to choose if you are shopping for a doorwall.

#### **Upcoming Work in the Community:**

1. Asphalt work will commence soon according to the plans laid out with the 2019 additional assessment. Those affected by the work will be notified.
2. Building #2 (6116 – 6623) and #10 (6162 – 6168) will be painted and have rotted wood replaced this summer. Spray paint on any wood means that it will be replaced prior to painting.

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