

**ROBERT DREW
PROPERTY
MANAGEMENT, INC.**

905 Little Leaf Court
Longmont, Colorado 80503
303-485-7655 (fax)
303-485-9818

December 21, 2017

Dear Buckingham Green owner,

As 2017 draws to a close, we hope this letter finds you well. Enclosed please find a year-end statement of your HOA account, showing your charges and payments throughout 2017, along with your January 2018 fees. Please contact us if you notice any discrepancies between our records and yours. Also included with this mailing is an updated neighborhood directory for the 46 homes in Buckingham Green HOA.

**Please note, your HOA fees will increase by \$10/month as of February 1, 2018.
As of February, your monthly HOA fee will be \$260.**

During the past two years, the HOA has been spending money repairing streets, replacing sidewalks, updating sprinklers and maintaining trees. We need to ensure that our reserve funding is appropriate as the neighborhood ages.

We would also like to remind you about the website for your HOA, which provides access to governing documents, meeting minutes, budget and financial reports, insurance information, architectural improvement request forms, correspondence and more.

*Website: www.rdpminc.com
Select "Associations"
Choose "Buckingham Green"
When prompted, please use the password "bhg8991"*

Along with being a resource for you, the website is intended to satisfy the requirements of the Colorado real estate sales contract and HOA-related statutes, passed by the Colorado state legislature.

We are pleased to announce that we are now offering direct payment of your HOA fees as of February 2018. If you would like to set up direct pay for your monthly fees, please return the enclosed form to our office.

As always, you may reach our office via phone, e-mail, fax or mail. Here is our contact information:

Buckingham Green HOA
c/o RDPM, Inc.
905 Little Leaf Court
Longmont, CO 80503
Phone: 303-485-9818 Fax: 303-485-7655 E-mail: rdpm.amyscott@gmail.com

We wish you the best this holiday season!


Amy Scott
Managing Agent



Amy Scott <rdpm.amyscott@gmail.com>

Re: IMPORTANT! Trash Pick Up for COVENTRY COURT- Wed Sept 20

1 message

, Sep 19, 2017 at 10:14 AM

Hello Coventry Court residents,

Superior Aggregates will be sealing the asphalt streets in front of your home tomorrow, Sept 20. Due to this project, Western Disposal cannot access Coventry Court. Here is our solution for trash pick up and compost collection this week:

- 1) **Pull your trash cart and compost cart to the end of your driveway before 7:00 am.**
- 2) **We (the HOA) will roll your carts to Clubhouse Road between 7:00 - 7:30 am**
We will label your cart (s) with a small address label if they are not already marked.
- 3) **Your carts will be returned to your driveway at the end of the day.**

Option: You may roll your carts out to Clubhouse Road yourself, if you would like to.
Please make sure your house number is on your cart.

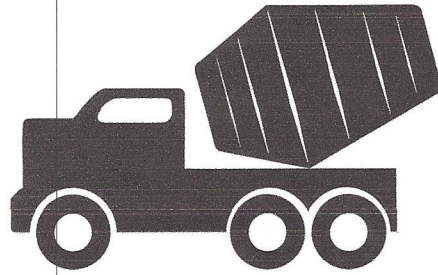
Getting to Clubhouse Road is quite a distance for some owners, and we are ready to accommodate this task if you can do your part and get the carts to the end of your driveway by 7:00 am.

Any carts not out by 7:00 am will not be able to be serviced tomorrow

Thank you for your cooperation!

--

Amy Scott
Robert Drew Property Management, Inc.
303-485-9818 (office)
720-560-0389 (cell)



Attn: All Residents
RE: Street Work at Buckingham Green
Date: September 13, 2017
From: Amy Scott, Association Manager, Buckingham Green HOA

IMPORTANT!
PLEASE READ - THIS PROJECT WILL AFFECT ACCESS TO YOUR HOME

STREET SEAL-COATING TO BE DONE SEPT 18 & 20

CRACK-SEALING: Superior Aggregates will be crack-sealing the asphalt streets, both Buckingham Court and Coventry Court, on Thursday, September 14 and Friday, September 15. They will not need to close the streets for this work. You may see their trucks in the neighborhood, and they may mark certain repaired areas with cones.

The streets will be open for vehicle travel on both September 14 & 15

SEAL-COATING: Monday, September 18, all of Buckingham Ct.

Superior Aggregates may start as early as 7:30 am.

Buckingham Court will be closed from 7:30 am, Monday 9/18 through 3:00 pm, Tuesday, 9/19

YOU WILL NOT BE ABLE TO DRIVE on BUCKINGHAM COURT DURING THIS TIME PERIOD

NOTE: Residents of Buckingham Court may park on Buckingham Road, Clubhouse Road or Coventry Court so that they may have access to their vehicles between 7:30 am Monday at 3:00 pm Tuesday.

SEAL-COATING: Wednesday, September 20, all of Coventry Ct.

Superior Aggregates may start as early as 7:30 am.

Coventry Court will be closed from 7:30 am, Wednesday, 9/20 through 3:00 pm, Thursday, 9/21

YOU WILL NOT BE ABLE TO DRIVE on COVENTRY COURT DURING THIS TIME PERIOD

NOTE: Residents of Coventry Court may park on Clubhouse Road, Buckingham Road or Buckingham Court so that they may have access to their vehicles between 7:30 am Wednesday and 3:00 pm Thursday.

This maintenance work protects your streets and will improve their appearance at the same time. We understand it is an inconvenience to not have direct access to your home by vehicle for approximately 30 hours. Thank you for your cooperation.

Please feel free to call 303-485-9818 with any questions.

BUCKINGHAM GREEN HOMEOWNERS ASSOCIATION

c/o Robert Drew Property Management, Inc. 905 Little Leaf Court Longmont, CO 80503
303-485-9818-phone 303-485-7655-fax rdpm.amyscott@gmail.com

July 23, 2017

Dear Buckingham Green Owner,

We are preparing for shrub pruning soon, and would like to inform you about those plans.

Work is scheduled to start Tuesday, August 1, weather permitting.

The pruning will address the live shrubs in your neighborhood. Most of the dead shrubs in the neighborhood have been removed.

It's a challenge for your HOA to perform shrub trimming in the private yards without disappointing owners. We ask please that you communicate your preferences early and as thoroughly as possible:

- ◆ All shrubs will be trimmed unless owners provide specific instruction NOT to trim.
- ◆ Owners may Opt Out if they do not want any work done.
- ◆ Owners may choose either to submit specific requests such as leaving particular shrubs untouched or giving others a severe pruning.
- ◆ Please don't count on instructions you have submitted to the contractor in previous years. Provide your instructions to Sun and Shade with as much detail as possible, such as "cut back shrubs to height of back deck".

Sun and Shade has a system of facilitating such communication through e-mail. You may email your requests to

sunandshadeinc@gmail.com

Please provide your instructions by end of day, Friday, July 28.

Very truly yours,



Amy Scott
Managing Agent

**ROBERT DREW
PROPERTY
MANAGEMENT, INC.**

905 Little Leaf Court
Longmont, Colorado 80503
303-485-7655 (fax)
303-485-9818

Notice of Annual Members' Meeting

**The Buckingham Green HOA
Annual Members' Meeting
has been scheduled for
Tuesday, June 13, 2017.**

**The location will be the at the
Boulder Country Club**

**All Buckingham Green owners are
cordially invited to attend.**

**Please call Amy Scott at
303-485-9818 for more information.**

We hope to see you there!

**ROBERT DREW
PROPERTY
MANAGEMENT, INC.**

905 Little Leaf Court
Longmont, Colorado 80503
303-485-7655 (fax)
303-485-9818

May 13, 2017

Dear Buckingham Green Homeowner,

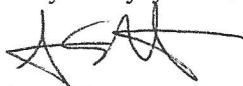
Your HOA's Annual Members Meeting has been scheduled for **Tuesday, June 13, 2017** at 7:00 pm in the **Boulder Country Club's private dining room**.

The annual gathering is an opportunity for an exchange of information between your elected board of directors and the homeowners. Your board will review the past year's highlights and upcoming projects, as well as an update on your HOA's finances. Ample opportunity will be available for homeowners' questions and concerns to be raised and discussed. In addition, there will be an election for two positions on the board of directors.

As part of our ongoing effort to provide an educational component at each year's meeting, we will also give a brief presentation on the Buckingham Green HOA and its relationship with Fountain Greens Master Association. A portion of your monthly fees to Buckingham Green are forwarded each month to Fountain Greens. You recently received a letter stating that the Fountain Green dues were increasing by \$2 per month. Please know that we anticipated that increase and budgeted for it in our Buckingham Green 2017 budget. You do not need to change your monthly payment from \$250/month. The HOA recently participated in a joint project with the neighboring Ironwood Condominiums to clarify the property lines between Buckingham Green, Fountain Greens and Ironwood. These matters will be part of the discussion at the Annual Meeting.

If you will be unable to attend June's annual meeting, then please be certain to complete and submit the attached proxy, so that the quorum can be satisfied. We hope to see you there!

Very truly yours,



Amy Scott
Managing Agent

enclosures: * Proxy, * Agenda, * 2017 Budget, *Balance Sheet, * HOA website access, * Exterior Improvement Request form
(all exterior projects must be approved in advance by the HOA)

To access the HOA's website go to **www.rdpminc.com**, select "**Associations**", click on "**Buckingham Green**". When prompted for a password, use "**bhg8991**". The website includes governing documents of the HOA, financial statements, meeting minutes, and more.

AGENDA

BUCKINGHAM GREEN HOA ANNUAL MEMBERS MEETING

June 13, 2017

- A) Registration (*please complete the sign-in sheet*)
- B) Introductions
- C) Determination of Quorum (*20% of the members required*)
- D) Review of Past Year's Highlights and Upcoming HOA Projects
- E) Report on Financial Status
- F) Member Education:
Buckingham Green HOA & Fountain Greens Master Association
- H) Nominations & Vote for Two Positions on the Board of Directors:
Jeff Stiffler's term expires at this meeting; Claire Hunter is moving and the remaining year of her term needs to be filled. Bob Padgett's term will expire in 2018, Ann Scott's and Gaines Goodwin's terms expire in 2019
- I) Open to Discussion (*limit of 15 minutes per topic*)
 - Parking in Driveways
 - Water usage, watering of grass & expectations
 - Other items brought up by members
- J) Adjourn (*followed by brief meeting of the new Board of Directors*)

BUCKINGHAM GREEN HOA
Year 2017 Budget Preparation

	2014 ACTUAL (\$225/month)	2015 ACTUAL (\$225/month)	2016 ACTUAL (\$250/month)	2017 budget (\$250/month)	
OPERATING INCOME					
Homeowners Dues - Base Amount	\$132,420	\$124,200	\$138,000	\$138,000	
Homeowners Dues - Reserves	-\$8,220				
Reserve Interest	\$29	\$40	54	50	
Other Operating Income	\$625	\$475	350	500	
TOTAL OPERATING INCOME	\$124,854	\$124,715	\$138,404	\$138,550	
OPERATING EXPENSES					
Administration					
Management Fees	\$9,748	\$9,648	\$9,648	\$9,648	
Accounting / Bank Charges	\$190	\$212	\$200	\$225	
Legal / Professional	\$50	\$818	\$450	\$750	3 hours @ \$250
Copies, Mailings, Postage, Website	\$740	\$693	\$733	\$750	\$9.75/home+web
Fountain Green HOA Dues	\$14,720	\$14,536	\$14,398	\$16,744	\$2/home as of 5/1
Other Administrative	\$200	\$300	\$0	\$100	
Total Administrative	\$25,648	\$26,207	\$25,429	\$28,217	
Utilities					
Electricity	\$1,405	\$1,282	\$1,353	\$1,402	3% increase
Trash/Recycling	\$10,590	\$10,952	\$11,411	\$11,917	3% increase
Water & Sewer	\$22,780	\$16,977	\$27,172	\$21,000	estimate
Total Utilities	\$34,774	\$29,211	\$39,936	\$34,319	
Maintenance					
Routine Landscape Maintenance	\$13,008	\$16,800	\$14,524	\$15,000	
Entrance Flower Maintenance	\$3,078	\$3,734	\$694	\$1,000	
Shrub / Maintenance	\$14,335	\$9,450	\$4,000	\$9,000	2+ prunings
Tree Maintenance		\$11,791	\$16,219	\$12,000	no EAB in 2017
Snow Removal	\$13,581	\$18,750	\$20,524	\$18,000	
Sprinkler System Maintenance	\$7,260	\$7,359	\$5,923	\$6,000	
Other/Unanticipated Maintenance	\$193	\$566	\$661	\$400	
Total Maintenance	\$51,455	\$68,450	\$62,545	\$61,400	
Taxes		\$107	84	100	
Insurance	\$629	\$736	716	825	
Total Taxes & Insurance	\$629	\$843	\$800	\$925	
TOTAL OPERATING EXPENSES	\$112,507	\$124,711	\$128,710	\$124,861	
NET INCOME/RESERVE CONTRIBUTION	\$12,347	\$4	\$9,694	\$13,689	\$297/home/year
RESERVE /CAPITAL EXPENSES					
Legal Expenses from Reerves				\$900	
Signage / Lighting					
Street Maintenance/Improvements	\$5,254			\$5,000	
Sidewalk Replace/Maintainance	\$560		\$39,342	\$5,500	
Tree/Shrub Removal		\$5,000	\$0	\$0	
Tree/Shrub Replacement	\$1,285	\$0	\$14,269	\$3,200	4 @ \$800/tree
Irrigation & Landscape Upgrades	\$13,468		\$650	\$1,050	island sprays, edging
Reserve/Capital Expenses	\$20,567	\$5,000	\$54,261	\$15,650	
TOTAL EXPENSES	\$133,074	\$129,711	\$182,971	\$140,511	
YE - Add to RESERVE ACCT	-\$8,220	-\$4,996	-\$44,567	-\$1,961	

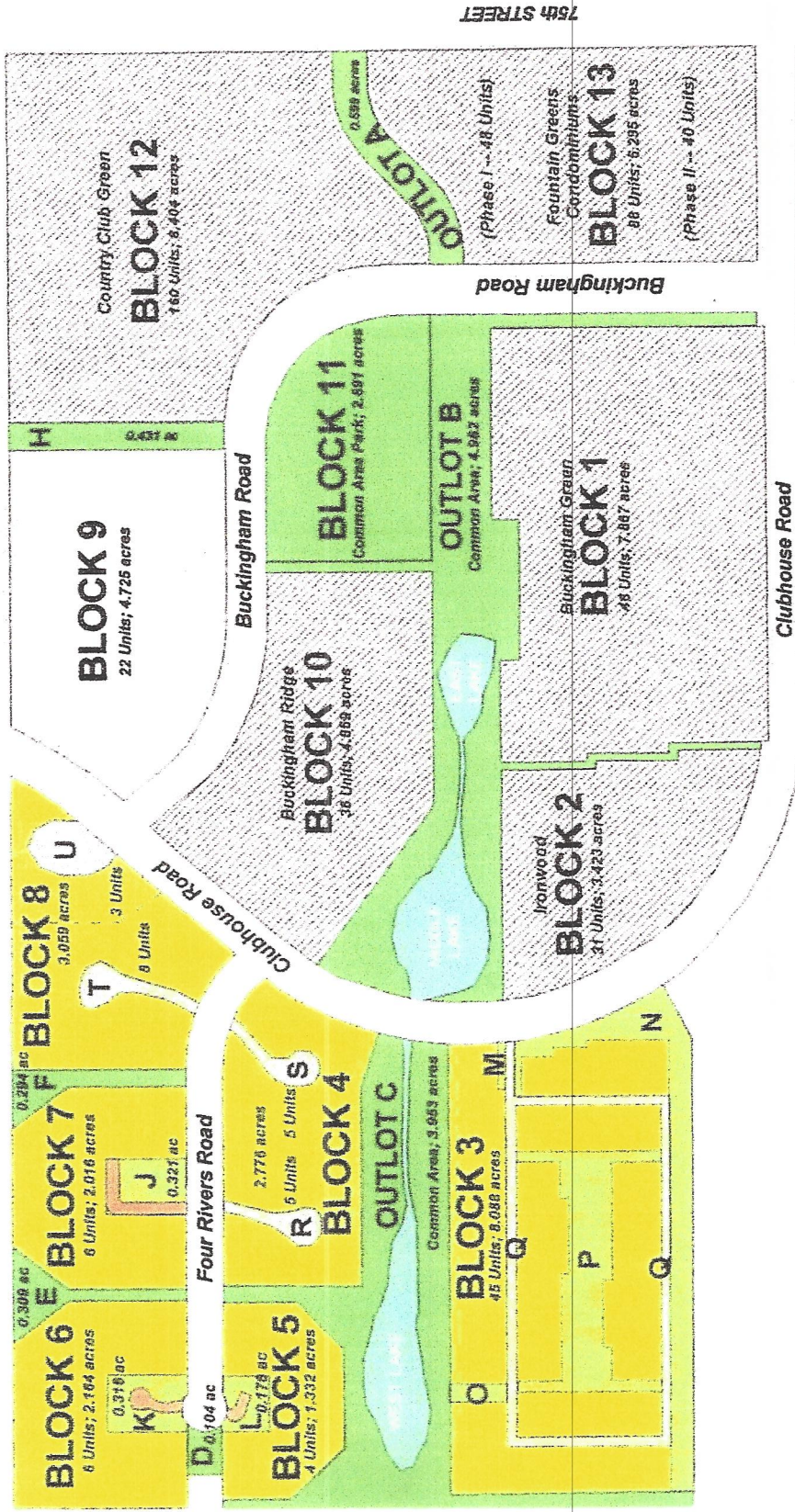
BUCKINGHAM GREEN HOA

c/o Robert Drew Property Management, Inc. 905 Little Leaf Court Longmont, CO 80503
303-485-9818-phone 303-485-7655-fax rdpm.amyscott@gmail.com

Fountain Greens Homeowners Association

- Every owner in Buckingham Green belongs to two separate and distinct HOAs: Buckingham Green HOA and Fountain Greens HOA.
- Fountain Greens HOA is comprised of 465 residential units, including single family homes, patio homes and condominiums. Each of the units pays an equal amount towards common area maintenance, \$31/unit/month.
- Fountain Greens is serves 13 "blocks". Five of these "blocks" have sub-associations. Buckingham Green is one of these sub-associations.
- Buckingham Green owners pay one HOA payment per month of \$250. This covers Fountain Green dues and Buckingham Green dues. 12.5% of your monthly fees goes to Fountain Greens HOA.
- Buckingham Green owners never have to pay Fountain Greens HOA directly. Since each owner is a member of both HOA's you will receive mailings directly from Fountain Greens such as Annual Meeting notices, etc. You have rights, a vote and a voice with Fountain Greens, as an owner. You may vote at the annual meeting and you may attend any board meeting.
- The way Fountain Greens was developed, there is a "buffer" of common area between each of the "blocks". A portion of Outlot B separates Buckingham Green from the Ironwood Condominiums.
- Outlot B has been the subject of much confusion over the years in regard to ownership and maintenance responsibility of the existing fence and also several trees. A survey was done this spring to verify property boundary lines (included here.)
- Fountain Greens has a 9 person Board of Directors. The Fountain Greens website has covenants, meeting minutes, financials, policies, and more.
- Fountain Greens HOA is managed by Hammersmith Property Management, #303-980-0700.
The Fountain Greens website is www.fountaingreensHOA.com

Fountain Greens Subdivision Homeowners Association



LEGEND:

- SUB-ASSOCIATIONS (EXCLUDING BLOCK 9) MANAGE BLOCK-SPECIFIC NEEDS
- BLOCKS WITHOUT SEPARATE HOMEOWNERS ASSOCIATION (MANAGED BY FGHOA)
- SUBDIVISION (FGHOA) COMMON AREA -- ALL UNITS CONTRIBUTE EQUALLY TO MAINTENANCE
- BLOCK COMMON AREA -- MAINTAINED BY FGHOA WITH ADDITIONAL DUES FROM SURROUNDING BLOCK
- ASPHALT or CONCRETE ROADWAY MAINTAINED BY BLOCK WITH BLOCK RESERVES

Streets Blended Aerial

BUCKINGHAM
GREEN
Holt
46 homes



**ROBERT DREW
PROPERTY
MANAGEMENT, INC.**

**905 Little Leaf Court
Longmont, Colorado 80503
303-485-7655 (fax)
303-485-9818**

To: Buckingham Green Homeowners
From: May 13, 2017
Re: Annual Members Meeting

Please be advised that the annual meeting of the Buckingham Green Association HOA members will be held **Tuesday, June 13, 2017 at 7:00 p.m.**, at the Boulder Country Club.

If you will be unable to attend the meeting, please complete the proxy form below, and mail, fax (303-485-7655) or e-mail (rdpm.amyscott@gmail.com) it to our office immediately! The proxies are essential to have a sufficient number of owners represented to make a quorum.

PROXY

I/We, _____

being the owner(s) of the property located at _____

Boulder, Colorado, in the Buckingham Green Homeowners Association, authorize and appoint

_____ * of _____
(name of proxy) (address of proxy)

or in the event of that person's absence, the board president,
to be my/our proxy, to vote on my/our behalf at the membership meeting of the Buckingham Green Association to be held on Tuesday, June 13, 2017 at the Boulder Country Club, and to vote on my/our behalf, in the event a quorum shall fail to attend, at such time and place as the adjourned meeting shall be resumed. The proxy shall remain in full force and effect until such time as it shall be revoked by me/us in writing.

(date)

(signature of owner)

(date)

(signature of owner)

* You may name as a proxy any homeowner who will be attending the annual meeting, such as a neighbor, or a board member.

BUCKINGHAM GREEN HOA

December 2016

Robert Drew Property Management, Inc.

2017 Budget maintains dues at \$250 per month

At their December board meeting, the directors reviewed the HOA's financial status and approved the enclosed 2017 budget (see reverse) with dues set at \$250 per month. The association spent more than \$50,000 from reserves this year on concrete replacement and shrub removal & replacements. There are a few shrubs left to plant come spring. Additionally, the HOA plans to seal-coat the asphalt streets and complete one more concrete repair in 2017. The board has contracted with a professional reserve study company to ensure that the HOA's funding matches the needs of the community. We will be able to share this information with owners when the study is complete. Depending on the outcome, dues may change again. It is our goal to maintain the neighborhood and plan for the future, hopefully avoiding any need for a special assessment.

Included with this mailing: please find:

- Year end statement of HOA charges & payments
- Architectural Change Request form
- Buckingham Green HOA Owner Directory & Map
- 2017 Budget
- Website access details

If you'd like a coupon book, please give us a call at 303-485-9818 and we will send one to you promptly!

Planning a project? Get the OK...First!

Part of what makes your neighborhood special is each owner's diligence in maintaining their property. Often, there is a desire to update, change and improve one's home.

When considering an improvement to the exterior of your home, we remind you that you must submit your architectural change form to the board prior to the commencement of any project. An updated Architectural Change Request form is included with this mailing. It is also available on the HOA's website.

~~~~~

## HOA WEBSITE AVAILABLE TO ALL OWNERS

The website for your HOA provides access to governing documents, financial reports, meeting minutes, correspondence, forms and more. The "Maintenance" tab specifies the approved replacement roof shingle and HOA-required paint color schemes.

Website: [www.rdpminc.com](http://www.rdpminc.com)  
select "Associations"  
choose "Buckingham Green"  
password: "bhg8991"

Along with being a resource for you, the website is intended to satisfy the requirements of the Colorado real estate sales contract and HOA-related statutes.

~~~~~

As always, please feel free to call or e-mail our office with any questions.

~ We wish you a Happy & Prosperous New Year! ~

BUCKINGHAM GREEN HOA
Year 2017 Budget Worksheet

	2014 ACTUAL (\$225/month)	2015 ACTUAL (\$225/month)	2016 BUDGET (\$250/month)	2016 anticipated (\$250/month)	2017 Approved (\$250/month)	NOTES
OPERATING INCOME						
Homeowners Dues - Base Amount	\$132,420	\$124,200	\$138,000	\$138,000	\$138,000	
Homeowners Dues - Reserves	-\$8,220					
Reserve Interest	\$29	\$40	50	50	50	
Other Operating Income	\$625	\$475	500	500	500	
TOTAL OPERATING INCOME	\$124,854	\$124,715	\$138,550	\$138,550	\$138,550	
OPERATING EXPENSES						
Administration						
Management Fees	\$9,748	\$9,648	\$9,648	\$9,648	\$9,648	
Accounting / Bank Charges	\$190	\$212	\$225	\$200	\$225	
Legal / Professional	\$50	\$818	\$750	\$450	\$750	3 hours @ \$250
Copies, Mailings, Postage, Website	\$740	\$693	\$600	\$700	\$750	\$9.75/house+web
Fountain Green HOA Dues	\$14,720	\$14,536	\$14,904	\$14,398	\$16,744	\$2/house inc. as of 5/1
Other Administrative	\$200	\$300	\$100	\$0	\$100	
Total Administrative	\$25,648	\$26,207	\$26,227	\$25,396	\$28,217	
Utilities						
Electricity	\$1,405	\$1,282	\$1,350	\$1,361	\$1,402	3% increase
Trash/Recycling	\$10,590	\$10,952	\$11,570	\$11,364	\$11,917	3% increase
Water	\$22,780	\$16,977	\$17,000	\$27,260	\$21,000	estimate
Total Utilities	\$34,774	\$29,211	\$29,920	\$39,985	\$34,319	
Maintenance						
Routine Landscape Maintenance	\$13,008	\$16,800	\$15,000	\$13,000	\$15,000	
Entrance Flower Maintenance	\$3,078	\$3,734	\$1,400	\$694	\$1,000	
Shrub / Tree Maintenance	\$14,335	\$9,450	\$11,040	\$5,500	\$9,000	2 + prunings
Tree Maintenance		\$11,791	\$14,000	\$16,500	\$12,000	no EAB treatment in 2
Snow Removal	\$13,581	\$18,750	\$15,000	\$18,244	\$18,000	
Sprinkler System Maintenance	\$7,260	\$7,359	\$8,000	\$5,673	\$6,000	
Other/Unanticipated Maintenance	\$193	\$566	\$600	\$110	\$400	
Total Maintenance	\$51,455	\$68,450	\$65,040	\$59,721	\$61,400	
Taxes		\$107	200	65	100	
Insurance	\$629	\$736	840	800	825	
Total Taxes & Insurance	\$629	\$843	\$1,040	\$865	\$925	
TOTAL OPERATING EXPENSES	\$112,507	\$124,711	\$122,227	\$125,967	\$124,861	
NET INCOME/RESERVE CONTRIBUTION	\$12,347	\$4	\$16,323	\$12,583	\$13,689	\$297/home/year
RESERVE /CAPITAL EXPENSES						
Professional Reserve Study			\$1,800	\$900	\$900	
Signage / Lighting			\$20,000	\$6,914	\$5,000	seal coat streets
Street Maintenance/Improvements	\$5,254		\$15,000	\$32,428	\$5,500	
Sidewalk Replace/Maintenance	\$560	\$5,000	\$5,000	\$4,890	\$0	
Tree/Shrub Removal	\$1,285	\$0	\$11,500	\$9,379	\$3,200	4 @ \$800/tree
Tree/Shrub Replacement	\$13,468		\$5,000	\$0	\$1,050	island sprays & edging
Irrigation & Landscape Upgrades	\$20,567	\$5,000	\$58,300	\$54,511	\$15,650	
Reserve/Capital Expenses	\$133,074	\$129,711	\$180,527	\$180,478	\$140,511	
TOTAL EXPENSES	-\$8,220	-\$4,996	-\$41,977	-\$41,928	-\$1,961	
YE - Add to RESERVE ACCT						

Buckingham Green Homeowners Association
Architectural Improvement Request Form

Name: _____ Phone: _____

Address: _____ E-mail: _____

My request involves the following type of improvement:

- | | | | |
|--------------|-------------------|--------------------------|--------------------|
| Painting | Deck/Patio/Siding | Entry/Steps/Doors/Lights | External Structure |
| Roofing | Landscaping | Patio Cover | Driveway/Sidewalk |
| Other: _____ | | | |

Describe improvements. Attach additional documentation as needed including two (2) complete sets of plans:

Planned Start Date: _____ Planned Completion Date: _____

- I understand that I must receive approval of the Association in order to proceed.
- I understand that I must notify all neighbors that might be affected by these improvements.
- I understand that Association approval does not constitute approval of the local building department and that I may be required to obtain a building permit.
- I understand that my improvements must be completed per specifications or approval is withdrawn.
- I agree to complete my improvements promptly after receiving approval.

Date: _____ Homeowner Signature: _____

NEIGHBORS INFORMED:

Yes I'd like the ACC to call me
Name: _____
Address: _____
Phone #: _____
Signature: _____

Yes I'd like the ACC to call me
Name: _____
Address: _____
Phone #: _____
Signature: _____

NEIGHBORS INFORMED:

Yes I'd like the ACC to call me
Name: _____
Address: _____
Phone #: _____
Signature: _____

Yes I'd like the ACC to call me
Name: _____
Address: _____
Phone #: _____
Signature: _____

DATE Received by HOA: _____

IMPORTANT NOTES:

Your request must be submitted to Buckingham Green HOA Property Manager, Amy Scott: rdpm.amyscott@gmail.com
Or by mail: 905 Little Leaf Court, Longmont, CO 80503

The Board of Directors meets the second Tuesday of each month. If your request is received by the first day of the month, the board will review the request per the Declarations.

PLEASE PLAN AHEAD! Failure to obtain approval may result in a stop order.

*Paint colors, roofing specifications and garage door details may be viewed on the HOA's website: www.rdpminc.com
Click on "Associations" and select "Buckingham Green" using password "bhg8991" then choose "Maintenance."

BUCKINGHAM GREEN HOA – Architectural Review Committee

ACTION:

Approved as submitted

Approved subject to the following requirements

Disapproved for the following reasons

Committee Signatures:

Name: _____ **Date:** _____

Name: _____ **Date:** _____

Name: _____ **Date:** _____

Name: _____ **Date:** _____

Name: _____ **Date:** _____

BUCKINGHAM GREEN HOA

46 Single Family homes, addressed on Coventry Court and Buckingham Court

HOA Managing Agent:

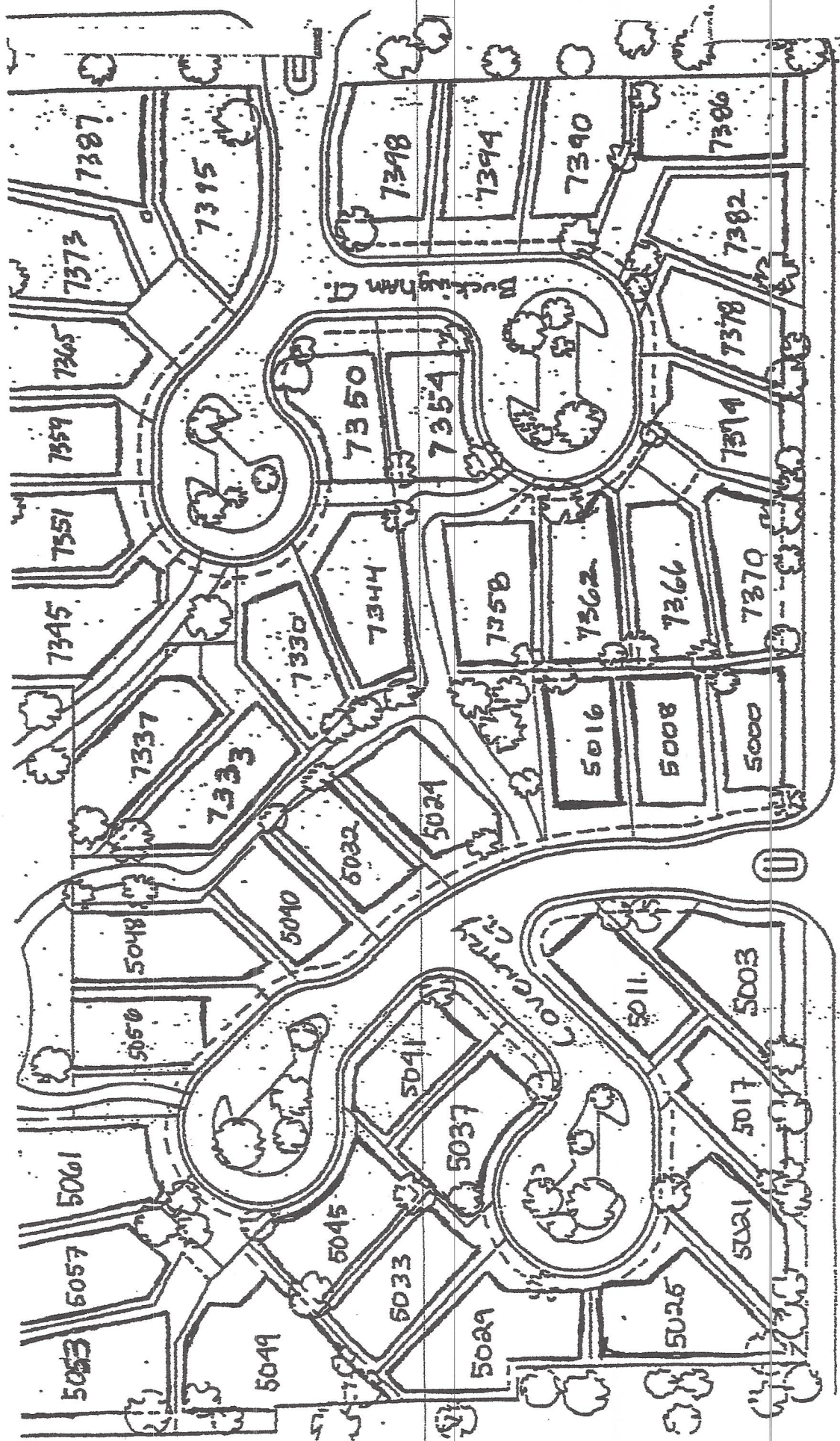
Amy Scott

Robert Drew Property Management, Inc.

#303-485-9818 rdpm.amyscott@gmail.com

Board of Directors:

- Claire Hunter
- Bob Padgett
- Jeff Stiffler
- Ann Scott
- Gaines Goodwin



Clubhouse Road



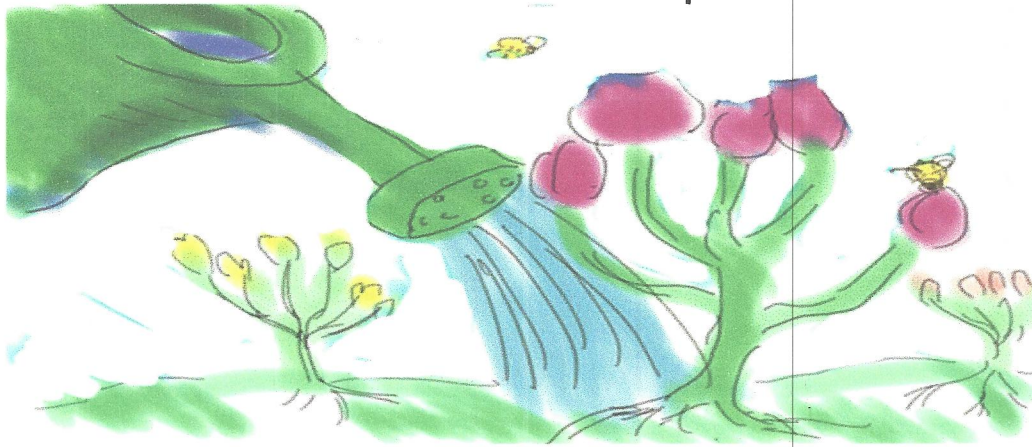
**ATTENTION:
BUCKINGHAM GREEN OWNERS**

Just a Reminder...

Your shrubs are THIRSTY!



It is very important to provide supplemental water to your new shrubs. We've had little help from Mother Nature.



Please make sure you give your shrubs a good drink now, and at least once a month through the winter, especially if we have no snow or rain.



Don't forget to disconnect your garden hose from your outside faucets after you water! If you fail to do so, the water is unable to escape from the faucet and it will freeze, expand and break the pipe.

