



Westbrooke Subdivision Special Assessment 2025

<https://www.westbrooke-subdivision.com/>



Agenda

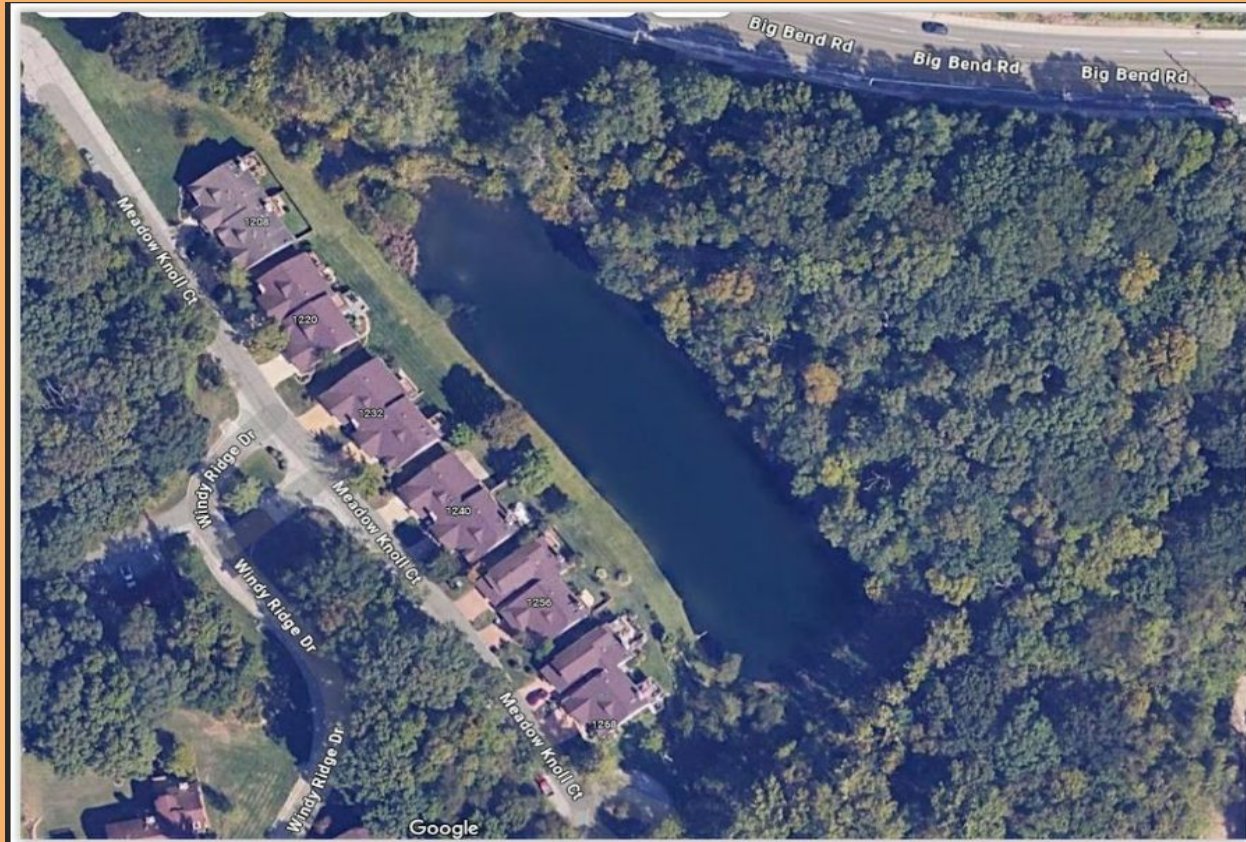
- Introduction to Meeting
- History of Retention Basin
- Westbrooke's Responsibility
- Retention Basin Failure
- Proposed Solution
- Funding
- Future Maintenance Considerations
- Funding for the Future
- Homeowner Questions & Comments

History of Retention Basin

MSD required the creation of this Retention Basin to hold run-off water from upstream businesses & homes.

Since it is on Westbrooke property, the HOA is responsible for maintenance and repair.

The Retention Basin is located between Westbrooke Common Ground and Tree Top Condominium. It is visible from Big Bend.



Westbrooke Responsibility

Keep flat drainage grate clear of leaves, tree limbs and accumulated debris.

Chemically remove foul ordors and algae.

Work with Treetop Condominium to coordinate access for repairs.

Retention Basin Failure

Nov 4 & 5, 2024 we received over 7 inches of rain. The basin was not able to handle the deluge.

Inspection of the basin found that the water cut a deep hole in the rim which could result in a collapse.

Picture of drainage grate

March 4, 2025



March 15, 2025



Picture of Erosion



Proposed Solution

Trustees met and received bids from

- Stormwater Erosion Systems (SES)
- KPM

Board Selected

SES to do the following:

1. Replace grate with dome
2. Repair Erosion Breach

Replace the current flat grate with a dome grate.

This will increase the amount of water drained into the main spillway and reduce the probability of a heavy rain eroding the rim of the basin again.

If debris collects at the base, there will still be sufficient spaces above the base for water to drain into the spillway.



Funding the Repair

Special Assessment of \$100.00 per homeowner is needed to cover this immediate cost.

Sterling Mgt will send bill to homeowners with payment due in 90 days.

Future Maintenance

Sediment Survey

This survey will map the basin's bottom to determine amount of sediment build-up and how much needs to be dredged to restore basin's holding capacity

On-going Basin
maintenance

Funding for the Future

The cost for the sediment survey is included in the Special Assessment.

When estimated Dredging Cost is known, it will be addressed in the next Annual Meeting

Trustees passed Board Resolution 001 to create a restricted bank account for Retention Basin funds.

This page may not be needed.

**Westbrook Subdivision
BOARD RESOLUTION - 001
ESTABLISH RETENTION POND ACCOUNT
March 2025**

Whereas the Westbrooke Homeowners Association (HOA) is responsible for the maintenance and any repair of the Metropolitan Sewer District's Retention Basin located on HOA grounds and,

Whereas the Board of Trustees (the Board) considers it prudent to plan in advance for the expenses needed for this maintenance

Therefore, be it resolved that:

The Board will instruct its authorized Agent to open a separate interest-bearing FDIC-insured Banking Account (Account) into which all monies collected from the Annual or Special Assessment for the funding of the Retention Basin's current and anticipated expenses will be deposited.

This Account will have its own Ledger to record the receipt and disbursement of the funds. The Board's Agent will provide the Board with monthly Financial Statements based on this Ledger. The Board will post Quarterly Financial Statements for this Account on the HOA's Website.

A copy of this Resolution be attached to the Proposed Budget prepared for each Annual Meeting, and a copy maintained on the HOA's website, so that all lot owners are made aware of the purpose of this Account and the HOA's responsibility for maintenance of the Basin.

Board of Trustee Members approving this resolution: Susan Gieseke, Jack Federhofer and Paul Gabris.

Signed on this xxx day of xxx, Two Thousand and Twenty Five

Susan Gieseke, Chairman Westbrooke Board of Trustees

Homeowner Questions & Comments

Questions