



Dear Liberty Draw Homeowner,

Welcome to Liberty Draw! We want to offer some information on the nature and function of your District, answer some common and frequently asked questions, and provide reminders on a few guidelines for the subdivision. We hope you will find this information helpful.

An introduction to your team:

- Alex Carlson is your District Manager and handles the homeowner correspondence, covenant control, meetings, and contractor oversight.
- Lane Melott, Molly Mild, and Kacee Sanders are your Assistant Managers.
- Your accountant oversees all accounting aspects for your community, and the billing department handles payment processing and account inquiries and will be your main point of contact for billing questions.

Liberty Draw has stewardship over the common assets and has also been given the responsibility to administer the business affairs of the community. The monies you pay provide for the following:

- Landscape maintenance and utilities for common areas
- Snow removal for common areas and adjacent sidewalks
- Liability insurance for common assets, property insurance common amenities, Board of Directors insurance
- Engagement of professional management and accounting services
- Enforcement of Covenants

Architectural Review Committee (ARC)

The Architectural Review Committee or ARC is responsible for reviewing exterior modifications. **IMPORTANT:** Please note that all fence, landscape, and other exterior improvements need to be approved through the ARC prior to work beginning. A submittal form is available through the web portal.

Liberty Draw Contact Information

We have created a community email for your neighborhood, to which you may send inquiries on any subject. Emails to this address reach multiple staff members for the fastest response. This email address is libertydraw@ccgcolorado.com. Alex Carlson may also be reached at (970) 484-0101 ext. 948 or via the contact information at the end of this letter.

Our office also monitors a 24-hour emergency phone line for Liberty Draw related emergencies. You may reach us at (970) 829-2710 after business hours. Please call our office if your emergency takes place during business hours. For interior or builder-related emergencies, please refer to the Builder's warranty department.

Meetings

The Board of Directors meetings are open to the public. Notices for meetings will be posted on the District's website at www.ccgcolorado.com/libertydraw.

District Online Portal

CCG is pleased to offer a web portal that will enable you to view and update your homeowner information, view account information, pay online, and view documents. Please see the enclosed Account Access and Payment Instructions for details on how to access the portal. Liberty Draw offers ACH (free),



Debit, and Credit payments through the portal.

If you plan to set up a bill payment plan with your bank, please ensure the correct account number is noted and set the billing address to:

Liberty Draw Metro District
P.O. Box 98173
Phoenix, AZ 85038

Trash Information

The City of Evans and Waste Management aim to provide their residents with premium trash and recycling service. Please contact the City of Evans Customer Service unit at 970-475-1170 to set up trash service.

Covenant Information

Please take some time to familiarize yourself with the Covenants and Guidelines for Liberty Draw. You may find copies of these documents through the web portal.

Please allow us to remind you of a few guidelines and rules:

- Pets: Please pick up after your pets promptly. Dogs and other household pets should always be leashed when on common areas.
- Vehicle Storage: Boats, trailers, campers, etc. must not be parked in Liberty Draw except for expedient unloading and loading, or screened from view by a privacy fence. Inoperable vehicles must be stored out of sight. Vehicles which are not moved for more than one week are also considered inoperable.
- Trash Cans: Trash cans should be kept out of sight on all days other than trash day.
- Visible Stored Materials: Equipment, objects, trash, and other items (cardboard boxes, coolers, folding chairs, etc.) should be stored out of sight when not in use.
- Modifications: All exterior modifications or changes to the home or property must be submitted to the Association prior to commencement.

Construction

We appreciate your patience during construction at Liberty Draw. If you have questions or concerns about the construction in the neighborhood, please contact us and we will address your concerns as soon as we can. We understand that the construction process is inherently messy, and for this reason we need your help and cooperation in maintaining the high standards which have been established.

Open Space Dumping and Damage

Please remember that dumping or abandonment of trash, wattle / erosion control, landscape waste, dog waste, or any other material on District property or on any vacant lot in Liberty Draw is prohibited and will not be tolerated. Any person who is found dumping may be subject to fines and costs for repairing damaged open space. Driving on the open space (e.g. to access the rear of a lot) is also prohibited and subject to fines and costs for repairing damaged open space.

Warranty Contact

If your home is under warranty, please be sure to submit requests directly to your home builder through their website. CCG has no affiliation with the builder or home warranty items.



Non-Potable Water



The City provides non-potable water to both the common areas and single-family detached homes for irrigation of their lots. The season generally runs from May 1st through October 31st, weather permitting. A copy of the Non-Potable Water Rules and Regulations can be found in the web portal. If you have any questions about the non-potable water, please contact our office.

Please feel free to call, email, or stop by our office at any time! We would love the opportunity to meet you. Our staff is happy to answer any questions that you may have.

Sincerely,
Liberty Draw - Management Team

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AppFolio Portal: www.ccgcolorado.appfolio.com/connect