

COTTON MANOR JOINT OPERATIONS BOARD
Management Meeting
April 26, 2010

Minutes

Members Present: Shawn Warner, John Page, Steve Bingham, Treva & Bruce Barnson, Lyn Burbidge, Sara Goodman, Kirk Elhers, Dana Burdick and Dave Paul.

I. Welcome and Called to Order

Shawn welcomed everyone and called the meeting to order. Minutes of the March 29th meeting were approved as presented.

II. Financial Report

Dave Paul reviewed the financial report with the board. Dave indicated that the Association was coming in under budget through March and had increased its cash position from the previous month. After some discussion it was moved, seconded and approved to accept the financial report as presented.

III. Management Report

- A. Unit #147 Request.** Dave reviewed a landscape request submitted by unit #147. These improvements would be at the homeowner's expense and would blend with the existing landscaping in the area. The request was approved as presented.
- B. Unit #236 Request.** Dave reviewed a request he received from unit #236 requesting that the two trees in the front yard of his area be removed due to the mess they are creating in his yard. After some discussion the Board agreed to have a list of trees which are approved to be established so that homeowners would know which trees are available to be used in that type of situation. Steve will research this issue and will provide a list for the Board to review at the next meeting.
- C. Unit #156 Request.** Dave reviewed a request he received from unit #156 requesting that his fines and penalty fees be removed regarding his rental restriction violations. Mr. Sullivan has indicated that he will pay his past due homeowner's fees and will complete his backyard landscaping if fines are removed. Otherwise, he will let his home go back to the bank. After some discussion it was moved, seconded and approved to have Mr. Sullivan pay his \$241 past due balance in homeowners fees first, after which time the Board will waive all but \$100 of his fines as long as his landscaping is completed within the next sixty days. This information will be communicated to Mr. Sullivan.
- D. Aeration.** Dave noted that Emmet's Lawn Care submitted a bid of \$1,567 to aerate only throughout the Association's common areas. Frodsham's Landscape

Services provides fertilizer as part of his contract. Emmet's bid came in at \$1,567 for aeration and the work has now been completed.

- E. Pest Spray.** Dave confirmed that Ms. Lady Bugz pest control is spraying common areas for \$400 and will also spray inside the units for \$15 per unit.
- F. Towing.** It was agreed that the Association will be using Red Rider Towing for towing violations in the future. Red Rider's price is half that of Harrison Towing and will only tow when asked by the Board of Directors or management office.
- G. Letters Sent to Homeowners.** Dave reviewed letters sent to homeowners at the Board's request. It was noted that Bruce Frodsham will be asked to repair pet damaged lawns throughout the Association.
- H. Restoration of Dirt in Rock Walls.** Dave reported that Bruce Frodsham has been scheduled to bring in loads of dirt and restore dirt which has washed away from rock retaining walls on the sides of units.
- I. Unit #221 Request.** Dave reviewed a sketch he received from unit #221 outlining the placement of the bamboo fence which was reviewed at last month's meeting. The request was approved as presented as long as the bamboo fence cannot be seen from the street and that it is maintained by the homeowner.
- J. Roof Inspection.** Dave reported that he has had Hirschi Roofing inspect several roofs in the condo buildings which are in need of repair. He is waiting for another roofing company to bid on the job at which time he will review the bids with the Board.

IV. Committee Reports

Lyn Burbidge reported on the hazard of a wall on the back of her unit. Options to correct the hazard would be to install a fence on top of the wall or to place a hedge type of bush along the wall so the children do not play on top and might fall off and injure themselves. Lyn volunteered to get bids with various options.

It was requested that a bid be obtained to install ten speed bumps throughout common area streets. The location of the speed bumps will be determined at a later date.

It was also request that an inspection be conducted of the concrete stairs behind the condo building which are ineffective at this time.

A letter will be sent to #178 regarding speeding in common area streets.

It was moved, seconded and approved to install a new sign on all entrances of the property indicating that there is no parking on the streets and that there is a 10 MPH speed limit. Once these signs are in place, the existing 'no parking' throughout the common areas will be taken down one at a time.

V. Adjournment

With no further business, the meeting was adjourned. The next meeting is scheduled for Monday, May 24th at 5:00 p.m. in Dave's office.