

COTTON MANOR JOINT OPERATIONS BOARD
Management Meeting
January 25, 2010

Minutes

Members Present: Shawn Warner, Kathy Griffin, John Page, Sara Goodman, Lyn Burbidge, Steve Bingham, and Dave Paul.

I. Welcome and Called to Order

Shawn welcomed everyone and called the meeting to order. Minutes of the December 3rd meeting were approved as presented.

The Board welcomed Bruce Jenkins as a guest to the meeting and turned the time to him for his report. Bruce reviewed a letter he prepared for the Board discussing fee requirements for each of the different phases within the Association. He expressed concern that the Association dues are not consist with CC&R requirements. He noted that the Association is very complex and can be confusing to understand with the different phases, CC&R's, and concepts that were initially developed. Due to the different phases, CC&R's and concepts, there has been a Joint Association Agreement signed which binds all phases together under one umbrella. It was noted that the major differences in condo homeowner's fees versus PUD fees lies in insurance cost, cable cost, and water expense. Outside maintenance should be fairly close in the amounts that are charged. After some discussion it was moved, seconded and approved to have the attorney review the monthly fee schedule currently charged to verify that they are in compliance with the Association's CC&R's.

The Board also inquired of Bruce regarding the reserve study that was prepared and presented to homeowners last December. It was noted that homeowners are resisting the recommended \$40 /unit monthly fee increase to fund the reserve study and implement maintenance projects for the next 30 years. After some discussion, it was moved, seconded and approved to follow the reserve study for our maintenance schedule only. Discussion on how to pay for this reserve study/maintenance plan will be discussed at the upcoming Annual Meeting. It was agreed to have Bruce modify his study to show what the minimum assessment could pay for, versus a \$10 or \$20 increase. It was agreed to pay Bruce \$150 to modify the report and to present it to the Board before the Annual Meeting for review. The Board thanked Bruce for his report and excused him from the meeting.

II. Financial Report

Dave Paul reviewed the 2009 Expense Report and presented the 2010 Proposed Budget. Dave indicated that the Association had a good year financially and came in under the approved budget for 2009. His budget for 2010 is based on the current fee structure until modifications and changes are approved by the Board. After some

discussion it was moved, seconded and approved to accept the financial report and proposed budget as presented. Dave will now present this to the homeowners at the Annual Meeting.

III. Management Report

- A. Annual Meeting Date.** It was agreed that this year's annual meeting will be held on Saturday, February 27th at 10:00 a.m. at the Hampton Inn. Dave will mail notices and proxies to all homeowners approximately 30 days in advance to the meeting.
- B. Annual Meeting Agenda.** Dave reviewed an agenda to be followed at this year's Annual Meeting. Agenda items will include a review of the reserve study with modifications to reflect a smaller fee increase per unit per month.
- C. Terms Expiring.** It was noted that the terms of Shawn and Kirk expire at this Annual Meeting. Both have agreed to be re-nominated for a new term. Additional nominees will be taken from the floor at the meeting and voted on.
- D. Other.** Dave reviewed a request from unit #215 to replace backyard sod with concrete and epoxy the front driveway. This will be at the homeowners expense. It was moved, seconded and approved to approve the request as presented.

It was also agreed to fine unit #240 additional fines for pet violations in common areas.

IV. Adjournment

With no further business, the meeting was adjourned. The next meeting was scheduled for Monday, February 22nd at 5:00 p.m. in Dave's office, with the Annual Meeting to be held on Saturday, February 27th at 10:00 a.m. in The Hampton Inn.