

COTTON MANOR JOINT OPERATIONS BOARD
Management Meeting
September 27, 2010

Minutes

Members Present: Sara Goodman, Kathy Griffin, Shawn Warner, Bruce Barnson, Treva Barnson, John Page, Steve Bingham and Dave Paul.

I. Welcome and Called to Order

Sara welcomed everyone and called the meeting to order. Minutes of the June 28th meeting were approved as presented.

II. Financial Report

Dave Paul reviewed the financial report with the board. He indicated that the Association was coming in at 91% of budget through August and has increased its cash position since the previous meeting. It was Dave's recommendation to transfer \$8,000 to the checking account to the reserve account to meet budget requirements. After some discussion it was moved, seconded and approved to accept the financial report as presented and to transfer the \$8,000 from the checking to the savings account.

III. Management Report

- A. Letters Sent to Homeowners.** Dave reviewed letters sent to homeowners at the Board's request. It was noted that a letter to #242 regarding backyard landscape needs to be re-sent with the warning that if it is not completed within the next 30 days, the Association will perform the landscaping and will bill the homeowner for the expense.
- B. Pool Inspection.** Dave noted that the County had inspected the pool. The pool has passed inspection and a permit for operation was issued earlier in the summer.
- C. Pool Request #187.** The Board reviewed a request from unit #187 to heat the pool through the end of October. It was noted that the heater does not currently work and would cost \$3,000 to repair and/or replace it. The homeowner will be responded to with this information.
- D. Speed Bump Installation.** Dave Paul followed through on recent discussions regarding installation of speed bumps throughout common area streets. After further discussion it was the Board's decision not to install speed bumps at this time.
- E. Dirt Restoration in Rock Walls & Rain Gutter Extensions.** Dave noted that Bruce Frodsham has been installing rain gutter extension piping from the gutters to the streets on most units. There are a few that are left to be done which should be completed within the next 2 to 3 weeks. Bruce is also in the

process of restoring the dirt in rock retaining walls that has washed away through previous storms.

- F. Stucco Repairs.** Shawn Warner reported that he followed through on looking at stucco repairs on the condo buildings. The stucco is in place and no further repairs are needed at this time.
- G. Roof Repair Status.** Dave Paul followed up on a recent board discussion regarding repair of roofs on the condo buildings. Several flashings and dead valleys need to be repaired and/or re-installed. Approximate cost for this is \$8,000 from Hirschi Roofing. After some discussion it was moved, seconded and approved to schedule the work and to have the roofing repairs done before the winter season.
- H. Other.** Discussion was held regarding the Association's rental restriction policy in the P.U.D. It was noted that some units have been grandfathered into this policy, while others have been issued a hardship-variance. Due to the economic conditions, it was agreed by the Board that hardship-variances could be issued in certain cases which would be in the Association's best interest, rather than having several foreclosed homes in the neighborhood. The Board will obtain a list of units that need letters that are currently in violation of leasing their units. The letters will advise them to discontinue leasing their units or to apply for a hardship-variance for the Board to review.

IV. Committee Reports

After some discussion it was agreed to install rocks in the dirt area around the waterfall. Bruce Frodsham will be contacted. Bruce will also be requested to re-seed the lawn at unit #126.

V. Adjournment

With no further business, the meeting was adjourned. The next meeting is scheduled for Monday, October 25th at 5:00 p.m. in Dave's office.