

THE MANOR

The Newsletter for Cotton Manor

September 2008

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The Joint Board feels like it would be helpful for the news letter to have the minutes of our meetings in the news letter. So we this is how we will post the letter and minutes from this date forward. Our website is undergoing some remodelling and you will see a new look and more information in the weeks ahead.

COTTON MANOR JOINT OPERATIONS BOARD

Management Meeting

September 29, 2008

Minutes

Members Present: Shawn Warner, Kathy Griffin, Steve Bingham, John Page, Kurt Ellers, and Dave Paul.

I. Welcome and Called to Order

Kathy Griffin welcomed everyone and called the meeting to order. Minutes of the August 25th meeting were approved as presented.

II. Financial Report

Dave Paul reviewed the Financial Report with the committee. He indicated that the Association is coming in under budget through August, but that no money has been transferred to reserves yet to meet the budget requirements. These funds have been used for major maintenance and repairs throughout common areas. Dave noted that there are still approximately \$20,000 worth of repairs that have been committed for or have been scheduled. These included desert landscape as well as mandatory pool main drain repairs and pool plastering. It was moved, seconded, and approved to accept the financial report and proposed budget as presented.

III. Management Report

A. Desert Landscape Conversion. Dave noted that the desert landscape conversion project has now been completed and the final bill was \$10, 753. It was noted that this project was in compliance with the CC&R restrictions, as it was maintenance repair as well as a prevent of maintenance measure taken by the Association, to prevent further water damage and building deterioration on the two story building. It was also noted that the Association will see cost savings in water expense and lawn maintenance cost in the future.

B. Building Maintenance. Dave reported that building maintenance to stucco repair as well as replacement of rotted wood, sealing around windows, and installation of drip edges have now been completed on the two story building at a cost of \$3,400. A bid of \$12,500 was reviewed to water proof, caulk around windows, paint door trims, as well as replace rotted wood and stucco repair on the one story grey units. After some discussion, it was moved, seconded, and approved to proceed with this next phase of work.

C. Drainage Issues. Dave reported on an onsite inspection he conducted with members of the board and landscaping crews regarding drainage issues along the P.U.D. units. It was noted in the inspection that 90% of the drainage problems appear to be coming from the lack of rain gutters which have not been installed on buildings. It is estimated that if rain gutters were installed on the sides and backs

of buildings, with the water being directed to the street, neighboring yards and units would not be flooded. It was noted that the CC&R's indicate that this is a homeowner's responsibility to have rain gutters on their individual units. However, in a spirit of compromise, the board is investigating the possibility of sharing the expense of installation of rain gutters to help prevent drainage problems and damage to neighboring units. Bids will be received for the board to review and information will be submitted to homeowners as it becomes available.

D. Pool Plastering Bid. Dave noted that Gooch Pools presented the best bid of \$6,120 to re-plaster the pool. Also, a bid of \$4,045 was reviewed from Johansen Pools to install main drains as required by Federal Law. These expenses total \$10,165 and will be scheduled after the first of the year when the pool is closed. This will require draining the pool and removing much of the concrete to allow for the split of main drains. It is anticipated that this expense can be absorbed in next year's budget. However, if it cannot, a one-time special assessment may need to be assessed to all homeowners to help cover this expense.

E. Sump Pump. It was requested that a bid be received to install an automatic sump pump behind the two story units to prevent water flooding in those units.

IV. Landscape Update – Bruce Frodsham

The Board welcomed Bruce Frodsham as a guest to the meeting and turned the time to him for his report. Bruce reviewed the services he has been providing for the Association during these last few months. He expressed his desire to open the lines of communication with the Board and has committed to taking care of any concerns they have at this time. It was requested that all timers be checked on a regular basis to make sure that water is not being wasted during cooler, wet seasons. It was also noted that sprinkler time clocks should not be set by homeowners, but by a landscape personnel only. Bruce was asked to replace and reposition the rocks around common areas if they have slid off and black plastic is showing through. He will also attend to front yards and give more detail to dead shrubs, weeding, blowing leaves out of rock beds, etc. Bruce was also willing to attend Board meetings in spring and fall, and do quarterly walk-through inspections with the Board. The Board thanked Bruce for his assistance and excused him from the meeting

V. Adjournment

With no further business, the meeting was adjourned. The next meeting was scheduled for Monday, October 27th at 5:00 p.m. in Dave's Office.

