

**Cottonwood HOA
Board of Directors and ARC Requests
Meeting Minutes
Monday May 17, 2021 (virtual)**

1. Call to Order

The meeting was called to order at 5:32PM by Jon Wright, seconded by Jim Belliant and approved by Jen Ruffini.

2. Directors Attending

Jon Wright
David Satore
Alfonso Robinson
Fred Hall
Jim Bellant
Jen Ruffini
Erin Cook
Karen Williams
Larry Blackwell
Kaley Wright (ARC Chairman)

3. Approval of Minutes

The minutes for April were ready by Erin Cook. Jon made a motion to approve the minutes, Alfonso seconded.

4. Old Business

● **Holding Pond - Iron Gate Update:**

- There have still been no responses from the county. The same person who was previously supposed to respond is still the point of contact and so we are unsure when movement will happen.

● **Holding Pond - Broadfield Update:**

- The cleaning has been completed and the area looks fantastic now. Dove will continue to spray every 3-4 months to keep shrubbery/growth in order.
- The debris from the contractors has not yet been removed, however it's not currently causing problems.
- Timberland is still the declarant. While the board feels that this is their duty to keep the pond clean, Jon and Alfonso have both had constant issues with getting them to comply on this and many other matters.

- **Back Gate, Fence, and Sign Update:**
 - We're still trying to get Timberland to do the fence on the back gate. We've spoken to them multiple times about that alone since last month and it's an ongoing issue. Pressure is being applied where it needs to be, however there is no movement yet.

- **Mediacom Damages:**
 - Alfonso has done a great job dealing with this situation, but there is still an active conversation concerning one homeowner's situation.
 - A thank you to Mr. Hiney for contacting Jon about the sludge dumped next to Jim's address. Jim followed up on it with both the state and Mediacom and that has now been resolved.

- **Solicitation Signs:**
 - Signs were ordered, but there is still an ongoing problem with solicitors. We have been calling the sheriff's office as they come into the neighborhood.
 - Richard Dove will be installing the signs this week; one on the back gate and one on the front gate.

- **AT&T Green Boxes:**
 - This is still an ongoing situation. AT&T has been notified and the process is pending. Waiting for them to resolve that, but we're staying on top of this.

- **Enclosure of Front Gate Update:**
 - Last meeting, the board decided we'd get more information on this and discuss it. Dave's been working on this.
 - After looking at samples and obtaining quotes, preference was discussed amongst the board however it was not unanimous. Best looking option is an aluminum fence, powder coated black. For all the posts and 40' of fence it comes to \$1139 plus the cost of cement to purchase the materials and install ourselves. Other quotes:
 - 1, Obtained a quote from the same people who fixed the fence when we had it powder coated. The addition of a walk-up gate with a pin pad was \$6500; otherwise, \$3500 for no walk-up gate or pin pad.
 - 2, We can do white vinyl to match what's facing Anderson for \$1156.51.

- **Discussion:** Could we get Timberland to close it in, since we're supposed to be a gated community and they're doing the back gate already?
 - We can try and ask them but even though they're supposed to do the back gate, they're still dragging their feet and we've never discussed the front with them.
- **Discussion:** Let's determine if we really want it closed.
 - **Jim:** Closing or not is fine. If we close, continue the white vinyl without a walk through the gate. People can walk through the drive through gate instead.
 - **Jen:** Agree with Jim about to close/not close. If we close, black metal or white vinyl.
 - **Alfonso:** Close it in. Can we get black vinyl?
 - **Update:** They don't make a black vinyl due to heat.
 - **Erin:** I'm for closing it. White vinyl to match what we already have. The black aluminum is nicer but the cost difference is prohibitive.
 - **Karen:** I agree with Erin
- **Decision:** Hold off until we gather additional information for price matching with Lowes; original quotes were through Home Depot. Will try to see if a military discount applies.
- **Lawn Maintenance – Pressure Washing update – Alfonso Robinson**
 - All homeowners should make sure they pressure wash the culverts and the storm drains on their property. We appreciate the homeowners doing a good job on their yards in the last few weeks
 - Etheridge Property Management is looking at these things too when they go out, so it's good that we're doing it well. Etheridge will send letters to those that don't, as we have in the past.
- **Sewer Drain on Grey Moss and Heatherton, update status – Kaley Wright**
 - Contractor Bradley, who, per Timberland, originally installed the sewer drains. He determined that there were no broken pipes, no sediment. He's saying it's AT&T's issue. The one on Grey Moss is not due to AT&T though because that's been there for a while. We are reaching out to a second company to come look at it. Packing and sodding that area won't do anything if we don't fix the water problem underneath it.

- The water causing the issues could be AT&T if they busted a sprinkler head. For Grey Moss, he couldn't identify what caused it because while there is a sprinkler system right at the edge of the problem area, he doesn't think that's the sole cause of this.
 - When he walked to the pond washed out, he was wondering if the water that comes through there is something that causes a suction that pulls the earth with it.
 - County said it's private roads and they don't handle this issue. Etheridge sent out a maintenance guy, they said it was a Timberland issue. Timberland gave us the contractor who installed it, the contractor is saying that it could be AT&T. We reached out to Timberland after speaking with the contractor, but still haven't heard back yet. We also have contacted AT&T but haven't heard from them either.
- Jim will go down to the County's department and talk to someone about this as we do pay the same tax rates as those who aren't in private communities and we'd hope to get the same service they do.
- **Pressure washing – Riley's Pressure Washing Company status**
 - Etheridge contacted Riley's Pressure Washing for a quote of \$300 to do the Anderson fence, unanimous approval by all board members. Received a message on Friday saying that Riley's was behind schedule but should be coming soon. We've made contact with Leo from the company, waiting to hear back.
 - **Update:** Pressure washing was completed on 2021-05-18.
- **Construction sign status – Jim Belient**
 - Jim contacted Etheridge about this. Maintenance guy was sent out, couldn't find the signs. Then he was told 3x specifically where they were and he still couldn't find them. Jim will take them down.
- **Cost of sodium solar lights vs LED lights status**
 - This has been an ongoing discussion with Gulf Power. Left several messages with Doug Garner and we're still waiting for him to give us the promised breakdown.

5. New Business

- **Elite Housing Management Update – Ally Smith**

- Got information from Ally Smith at Elite Housing Management, sent to the board. Contacted Smith back requesting that she come to the meeting, but she missed it so she should be coming next month instead. She'll talk to us about their company and answer our questions.
- **Total Cost for each year/EPM Accountant**
 - **To be discussed next month, due to Jen having to leave the meeting early.**
- **April Financials**
 - **To be discussed next month, due to Jen having to leave the meeting early.**
- **Delinquent Annual Dues**
 - Delinquent dues are now at a little over \$3k. Etheridge sent out the letters in March, a few are still with the attorney, one is still showing up as a home owner despite having sold their house, but we'll talk about all this more next month with Jen.

6. ARC Requests

- **Panchenko - 9296 Iron Gate**
 - i. Additional solar light installation from AKE Solar. Location - Back of House, right side (1) ; Left Side of house looking from the top of the house
 - ii. **Vote:** All approved.
- **Colclasure - 5576 Heatherton**
 - i. Gutters are being added to the house to stop the foundation from wearing away and to stop damage to the concrete of the front sidewalk and back patio. Gutters - Clay in color to match the trim. 236' Total square feet, 6 feet, 4 spouts, 2 story house.
 - ii. **Vote:** all approved.
- **Reed - 6241 Brighton Lane**
 - i. 22.05 KW PV Solar Installation - Roof Mounted. Covers the back of the house from right to left.
 - ii. **Vote:** All approved.
- **McCluskey - 6193 Brighton Lane**
 - i. 15' 5' Wide by 12' 8' deep out from the screened in patio x 2 3/8 height. Belgard Cambridge Pavers - Color Napoli, Very close match to the brick on the house.

- ii. **Vote:** All approved.
- **McCluskey - 6193 Brighton Lane**
 - i. 5 pallets Centipede sod covering 2,250 Sq. Ft.
 - ii. **Vote:** All approved.
- **McCluskey - 6193 Brighton Lane**
 - i. Connect 4 downspouts on the plat map marked correctly. Two on the back of the house and two on the left side of the house. 4" Corrugated french drain running from the backyard to the street. Back yard and yard on the left side of the house holds water because they were not properly grated when the home was built.
 - ii. **Vote:** All approved.
- **McCluskey - 6193 Brighton Lane**
 - i. Right and left sides of the gate were built. Damage due to Hurricane Sally. Right side of the fence was rebuilt.
 - ii. **Stipulation:** Must be contractor grade construction new standard 6' wood privacy fence with () - 12 foot gate and () - 4 foot gate. Your request did not include any choice of stain or decorative details therefore, none were approved. The style of fence was also not designated. You may install either a board on board, shadow box or solid board style fence. All exterior hardware must be in good taste and neutral tones.
 - iii. **Vote:** All approved.
- **Turner - 6157 Broadfield Ct**
 - i. 305 total square Feet of 6 Feet Gutters around the house. 8 downspouts, color - Wicker - match trim of house. 3 downspouts on right side, 3 on left side, 2 on the back.
 - ii. **Vote:** All approved.
- **Burton - 125 Broadfield Ct**
 - i. Add a Storm Door to the front of the house. Almond Trim - Matches house. 36 x 80 inch 3000 series Sandtone Door. (Aluminum)
 - ii. **Vote:** All approved.
- **Maloney - 5751 Heatherton Rd**
 - i. Removal of Trees due to damage from Hurricane Sally. Tree's were showing signs of disease. He was taking precautions to prevent damage to his pool, fence and neighboring property.
 - ii. **Vote:** All approved.
- **Davis - 9281 Iron Gate**

- i. Front Side Flower Beds - Replace pine straw with dark brown mulch. a. No owner may permit the growth of noxious weeds or vegetation on the owner's lot or on the land lying between the street pavement and the front lot line of the owner's lot. All unimproved areas of the lot must be maintained in a n attractively landscaped and slightly manner.
- ii. **Vote:** All approved.
- o **Burton - 6125 Broadfield Ct**
 - i. Restaining fence (Light Oak) - Stained several years ago and will be restaining the same color.
 - ii. **Vote:** All approved.

7. Homeowner Open Forum

- **Stephen Colclasure** - Cence closure discussion. I believe the quote was Home Depot, who doesn't do discounts on all items. Lowes will, for the board's information. Also, you may have to remove some trees in that area to add a fence; is that covered in the cost?
 - o We were going to angle the fence off the main posts so we wouldn't have to chop down any trees since they're well established.

8. Adjournment

There being no further business, the meeting was adjourned at 6:30 PM. Motion by Dave, seconded by Larry, and Jon approved.