

**Cottonwood HOA
Board of Directors and ARC Requests
Meeting Minutes
Monday July 19, 2021 (virtual)**

1. Call to Order

The meeting was called to order at 5:33PM by Jon Wright, seconded by David Satore and approved by Jen Ruffini.

2. Directors Attending

Jon Wright - President
Alfonso Robinson - Vice President
Jen Ruffini - Treasurer
Erin Cook - Secretary
David Satore - Director
Fred Hall - Director
Larry Blackwell - Director
Karen Williams - Director
Jim Belliant - Director
Kaley Wright - ARC Chairman

3. Approval of Minutes

_____The minutes for June were read by Erin Cook. Jon made a motion to approve the minutes, Alfonso approved.

4. Old business

○ **Stormdrains**

- i. **Alfonso:** Storm drains are getting trashed with limbs/leaves due to all the rain the last few weeks. If you have something that gets into those lines, pick them up first to help prevent the drain from overflowing please.
- ii. When pressure washing, make sure to get the storm drain and the ease of the road too.

○ Retaining Pond -

- i. **Jim:** No updates since last month. Has anyone found the letter that Timberland sent in? I'll look up the woman who sent the email starting this inquiry to see if maybe she has a copy.
 1. **Jim:** I passed this to David Ellis to Timberland. I'll call tomorrow and see if it's been obtained.

○ **Front Gate**

- i. **Dave:** Nothing new, we're waiting to vote on it. Many want it, many are fine without it. Cost is a concern, things are a little tight right now, will discuss further.

1. Vote:

- a. **Jon** - No, perhaps at another time. Cost prohibitive.
- b. **Alfonso** - No, perhaps at another time.
- c. **Jen** - No, perhaps at another time.
- d. **Erin** - No, perhaps at another time.
- e. **Karen** - No, perhaps at another time.
- f. **Jim** - Question for Jen: Where would money come from for this?
 - i. **Jen:** This goes way over the budget for general landscaping improvements, so it doesn't fit neatly in the budget.
 - ii. There is a \$12k budget for electrical poles we have not yet spent this year. Maybe we could move this over? We also had extra money for light poles that weren't purchased in 2020 so I don't know if that was moved elsewhere and if it'd be possible to use that instead.
 - iii. **Final Vote:** For now, hold if we don't have the money for it.
- g. **Larry** - No, perhaps at another time.
- h. **Fred** - No, save the money right now.
- i. **David** - No, perhaps at another time.

o **Presentation from last month**

- i. **Jon:** Does anyone have any questions about this?
- ii. **Jim:** We saw the cost during the last meeting, but how does it compare to EPM?
 - 1. **Jen:** It's a lot more than EPM's cost.
 - 2. **Jon:** EPM gets \$675 per month. Elite Housing Management would be \$1,127.50 per month.
 - 3. **Jim:** With that in mind, I also did not hear a lot about Milton specific communities. Can we find out who does Stonebridge, who does Whispering Pines, etc? There's got to be more than just that one company who does management.
 - 4. **Jon:** Currently looking at alternatives and have one property management interested in presenting, so I'm working on that right now.
 - 5. **Jim:** It's upon us to find a company who's comparable in cost to EPM.

o **Delinquent Dues**

- i. Stressed importance of getting the dues to EPM. 4 are pending with the attorney and 3 just haven't paid their dues. \$605 for 2 out of the 3. Should have an answer on this in the near future.

o **Financials with Jen**

- i. Got answers for the April questions, nothing big. However, when EPM hires the police officers they're putting it under the HOA meeting fees. Jon spoke to EPM specifically (John and Kevin) about getting them under the correct category, so Jen will follow up and rectify.
- **Reminders**
 - i. Animals must be on the leash at all times unless in the back yard/behind a fence. We're still having a problem, and we don't want anyone getting hurt. So please make sure animals stay inside or in a fenced in yard.
 - ii. No repairing your vehicles in your driveway; this is in the covenants. Please be cognizant of this.
 - iii. Trash cans need to be put up promptly. We had an episode at the beginning of July due to the holiday and the companies behind schedule, but in general please print in your bins.
 - iv. Yard maintenance - please make sure to edge, mow, and remove cuttings from the street especially with the pressure washing if it kicks up anything.
- **Storm Drain Update**
 - i. **Kaley:** Storm drains have been fixed. Contractor came out, advised that they weren't installed properly. He tacked it in, mortared it, sodded it, and leveled it out. Heatherston has also been fixed. They're being monitored since there are sprinkler systems near both of them, so we're watching for any washouts or anything additional.
 - ii. **Jon:** This work was done by Southern Utility without board approval. Kevin Etheridge with EPM told them to do it without our approval. Board is very upset about it. Jon's had several talks with EPM about this, along with Timberland since they put them in incorrectly. Timberland came back last week and refused to be responsible for it. We need to discuss this as a board; this was a \$2500 expense we didn't approve.
 - 1. **Jon:** I think EPM should pay for it since they approved it without checking in with us first.
 - 2. **Dave:** It needed to be fixed, but as long as it got fixed then that's the important part.
 - 3. **Larry:** We referred earlier about a letter we're trying to find that Timberland had with the county about them not being in charge of storm drains and maintenance. Doesn't this conclude that Timberland is responsible?
 - a. The contact at Timberland claims it's no longer under warranty, but Jon believes it doesn't matter because they're still the declarant.
 - b. Gooden bought lots off of Timberland, but Timberland put them in.
 - 4. **Jim:** Since Timberland is the declarant, I wonder if the contractor would be willing to swear that they weren't up to snuff under law so we can go back and forth with county/Timberland about not

doing it properly and not inspecting it properly. It doesn't matter that it was done 19 years ago, this is Florida, this happens often.

5. **Kaley:** The contractor took pictures, told Donna and Kevin at EPM and Kaley that it wasn't up to snuff and that he'd tell anyone about it.
6. **Fred:** Think we can get that in writing from him?
 - a. Most likely.
7. **Kaley:** Other drains were checked out before he left, the ones affected were the only ones that seemed to have a need.
8. **Larry:** The drain at Broadfield/Brighton is also having issues but probably caused by Mediacom. There was an 18" hole directly under his sprinkler head which they buried. Larry fixed his sprinkler issue, but there's another hole there for 6-8" circumference but probably 12" deep. Unsure if this'll become a problem.
 - a. **Alfonso:** Took pics of this too.

iii. **Cottonwood Sign & Back Fence**

1. Being put in tomorrow. Timberland sent in the check to pay for it already.

iv. **Landscaping**

1. Contacted Richard Dove about putting new flowers/etc at the front entrance. Got delayed due to weather/rain, but it was done this past weekend.

5. **ARC Requests**

- **Geneva/Patrick Blanchard - 9072 Iron Gate - Concrete Extension**
 - i. Placement of crushed aggregate granite and limestone from East side of established driveway into and through backyard double fence gate. Base prep for eventual concrete pour of permanent drive. Permanent pour will be submitted to ARC for final approval.
 1. Subcontractor is saying not to place crushed granite but simply have concrete poured.
 - ii. **Vote:** All Approved
- **Geneva/Patrick Blanchard - 9072 Iron Gate - Concrete Extension**
 - i. Requiring the installation of a 220 V Access into the backyard for a therapy spa. Main line comes in next to the air conditioners. Electrician is sending an invoice on the best route for the wiring and information about the ARC Request.
 - ii. **Vote:** All Approved
- **Geneva/Patrick Blanchard - 9072 Iron Gate**
 - i. Remove three trees in the backyard.

- ii. **Vote:** All Approved
- **Geneva/Patrick Blanchard - 9072 Iron Gate**
 - i. Would like to have concrete poured to the right of the driveway. 26 feet horizontal from house to street by the driveway. 10 feet from the marker to the street. With a radius of 5 feet (arc). 20 feet from the fence to the end of the wood beams. 16 feet from the house to the arc of the driveway.
 - ii. **Vote:** All Approved
- **Erin Cook - 6053 Grey Moss - Tree Planting**
 - i. Wants to plant her Ponderosa Lemon Tree in her backyard. The side closest to the gate will be the location. It'll be in the center of the yard and at some point they will submit another ARC Request to pave around it. Included information - picture of the area, tree when purchased. Included a picture of the same species full grown to see future growth / size.
 - ii. **Vote:** All Approved
- **Morgan - 5515 Huntington**
 - i. Remove shrubs and replace them with roses. Landscaping done himself.
 - ii. **Vote:** All Approved

6. Misc

- **Jon:** Received contact from EPM and attorney. Any information submitted to them needs to go through Kaley (ARC) or if it's part of the committee that Sherman, Larry, and Kaley are on, it all goes through Jon/Kaley.
- **Fred:** Kaley does a lot of work she really doesn't have to. At some point we should start paying her.

7. Homeowner Time

- **Caleb Henderson - 5671 Heatherton Rd.**
 - i. Do we have a plan for general maintenance? Street signs have hurricane damage. Can the community come together to address?
 - 1. **Jon:** We just went through and did a survey on those street signs. We'll be completing the solution for this soon.
 - ii. Curious if we have any idea of when/if we're going to try going back in person?
 - 1. **Jon:** Three things come to mind. We started the zoom meetings because of COVID concerns. Another big point is that we can record all of the meetings. Third, we were having meetings in person but we had very, very few people turn up at Tanglewood

when we had them. In in person meetings we'd have so much interjection we couldn't get a lot done with peace and quiet, with Zoom meetings it allows that control to the board. There had been unprofessional/slanderous comments going around; this gives us the ability to get things accomplished and people their time to speak. If we go back to Tanglewood, we'd have to pay \$125 per meeting for the space.

2. **Dave:** We used to only do quarterly meetings, monthly meetings only if we had ARCs to discuss.
3. **Jon:** Another thing is that Zoom meetings cost \$14.95 in comparison.
4. **Kaley:** With everything - money, covid, etc - we're trying to be as safe and cheap as possible.
5. **Larry:** With the new Delta variant as well we don't know where this is headed.

- **Food trucks**

- i. **Caleb:** Nomadic Eats is a solid choice.

8. **Adjournment**

There being no further business, the meeting was adjourned at 6:54 PM. Motion by Dave, seconded by Larry, and Jon approved.