

Cottonwood HOA  
Board of Directors & ACR Requests  
Meeting Minutes  
Monday September 21, 2020 (virtual)

1. Call To Order

The meeting was called to order at 6:01pm

2. Directors Attending

Jon Wright  
David Satore  
Alfonso Robinson  
Jim Bellant  
Kaley Wright  
Weldon Bartush  
Fred Hall  
Jen Ruffini

3. Approval of Minutes

The meeting minutes were read by Jen Ruffini. A motion to approve was made by Alfonso and second by Weldon. The motion passed unanimously.

4. Old Business

- All signs left out past September 1<sup>st</sup> will be in violation and Etheridge will be sending out violation letters.
- Yard maintenance, all the yards are looking really good. Keep up the good work. Don't forget about edging near the street and weeds in flower beds
- Trashcans- please remember to put your trash cans away on Tuesday and Friday evenings. IF they were not emptied please contact ECUA and Etheridge to let them know you can will be out for another day.
- Reminder: Boats, Trailers, RV's etc. are to only by in your driveway (not in the street or backyard) for more than 48 hours.
- Facebook Pages are up and running. All Cottonwood residents can join these groups. We have uploaded HOA meeting minutes, Agendas for the upcoming meeting, and other information. This is also a good way to ask questions etc. with your neighbors. Please no negative talk towards others and no slander.

5. New Business

- We are having some issues with cars parked in the street. Just a reminder there is no overnight parking on the street. If you are having more than one car that is fine but please not overnight.
- It has been brought to our attention that some dogs are not on leashes. Please always have your dogs on a leash unless they are in your backyard. If you come in contact with a dog that has gotten out please call animal control.
- Retention Pond: We had a meeting scheduled last Tuesday but it got cancelled due to the hurricane. We will be rescheduling this meeting with Timberland soon.
- Drains: Etheridge will be looking into a few companies to give us estimates for cleaning out the drains. We had some issues during the hurricane.
- Just another reminder per the covenants you can't have big burns of leaves, trash etc. You can have a fire in a fire pit (the size you can roast marshmallows, hot dogs etc. No big flames and heavy smoke.
- Gate Situation on September 19, 2020: 5 people on a golf cart were able to open the gate with something (did a little bit of damage to the gate) proceeded to do many donuts in the subdivision along with ringing a few neighbors doorbells at 11:15pm. Police were called the next morning and a report was filed. If you have any issues with people ringing your doorbell at late hours please call the police. They would like to see if they can catch these people. The front gate will be repaired
- Ideas for Halloween: Decorate your mailbox, parade (These are just a couple ideas for Halloween this year) if you have any ideas please post on the FB page.
- ECUA and a third party debris company should be coming by to pick up all yard debris from the storm.
- Dawn from Etheridge will be contacting Gulf Power again to see when they will be installing the new lights.
- PLEASE CALL ETHERIDGE WITH ANY PROBLEMS, ISSUES, ARC REQUESTS ETC.
- Please do not go to board members' homes with issues. We can be contacted on FB or through Etheridge.
- ARC requests need to be in the Friday before each meeting. If it comes in after that Friday before the next meeting it will be pushed to the following month.
- OCTOBER'S meeting will be in person at Tanglewood 5:30pm. We will also try to set up a zoom as well.

#### 6. Cottonwood Concerns

- Neighbor asked about the empty seat on the board and who will replace them. Answer: The board member has to officially resign before we can post anything. Once that person has resigned we will post on FB that there is a seat open and neighbors can then start nominating themselves or others for the seat.
- Neighbor asked where the new light poles will be installed. Answer: They are usually installed at a Gulf Power green box.
- Neighbor asked who is the new person that took over for Joslin at Etheridge. Answer: Dawn is the new contact at Etheridge for Cottonwood.

- Neighbor asked why are board meetings are not in person and why she can't see all faces during the virtual meetings. Answer: We have been doing our board meeting virtual the last few months due to Covid 19. Some people are on devices that don't allow cameras, phones etc. Some people might even be driving during the meeting but would like to at least hear what is being discussed.

## 7. ARC requests

### 1 . Fernando Diaz - 5528 Huntingdon Street - CW2020 - 103

Install seamless gutters color to match the flashing of the roof. (Brown color, 5 downspouts, 150 ft. of material. Escambia Seamless Gutters Contractor. Completed July 21st (Without ARC Request / Approval) - Received letter from Etheridge to submit. **Motion to approve was made by Fred and second by Alfonso. The motion passed unanimously.**

### 2 . John Drummond - 5440 Heatherton Road - CW2020-104

Wants to install some plants into his flower beds. (Flax Lily, Breeze Grass, Sunshine Ligustrum, African Iris, Bush Daisy, Frost Proof Gardenia, Lavender, Butterfly Bush, Agapathanus, Drift Rose, Hibiscus, Aztec Grass, Firecracker Plant, Pentas, Rock Trumpet. Anything under the sun Nate Perrine Contractor. **Motion to approve was made by Alfonso and second by Jim. The motion passed unanimously.**

### 3. Fred Hall - 5529 Heatherton Road - CW2020-105

Wants to install some plants into his flower beds. (Flax Lily, Breeze Grass, Sunshine Ligustrum, African Iris, Bush Daisy, Frost Proof Gardenia, Lavender, Butterfly Bush, Agapathanus, Drift Rose, Hibiscus, Aztec Grass, Firecracker Plant, Pentas, Rock Trumpet. Shrub Removal, Fabric, Edging, Rocks Spreading and Mulch. Anything under the sun Nate Perrine Contractor. **Motion to approve was made by Jon and second by Weldon. The motion passed unanimously.**

### 4 . Erin Cook - 6053 Grey Moss Lane - CW2020 - 106

Wants to install two additional security cameras on the outside of their home. One would be in the front yard and one would be on the left side of their home. Purchasing from Amazon and installing themselves. **Motion to approve was made by Jim and second by Alfonso. The motion passed unanimously.**

### 5 . Jim Bellant - 5616 Heatherton Road - CW2020-107

Wants to add textured coating to his front porch and pool deck. Pro-Tech Creative Concrete (Robert Andrews contractor). Pool area and deck will be Terracotta Color and the front porch will be Gull Gray Color. **Motion to approve was made by Fred and second by Jon. The motion passed unanimously.**

### 6 . William Hudson - 9234 Iron Gate Blvd - CW2020-108

Seamless Gutters around the house. Same Color as House trim. Was not aware he needed ARC Approval. Color was Clay, 315 ft. of Material used. **Motion to approve was made by Dave and second by Fred. The motion passed unanimously.**

7 . Deborah Gil Mason - 6058 Grey Moss Lane - CW2020-109

Putting in a request for approval of a new weed barrier in the existing front and side flower bed. 50 bags of cedar mulch, trimming of the palm tree and azaleas. Anything under the sun - Nate Perrine. **Motion to approve was made by Dave and second by Alfonso. The motion passed unanimously.**

8. Cindy Drummond - 5440 Heatherton Road - CW2020 - 110

Wants to install a shed. Florida Finest will be constructing a 20 x 20 foot shed facing the street, architectural shingles Old English Pewter. 4 (3x3) Windows ; 1 (3 foot) door, 16 x 9 foot garage door. 6 x 7 roll up door for lawn mower ; LP Smartside product with Gray paint and white trim. I told Mr. & Mrs. Drummond that the existing shed that they currently have in their backyard would have to be removed. Per the covenants they are only allowed one out building. Mr. Drummond stated that they would remove the shed already on the property with no problems. New shed is 20 x 20 x 10 (walls), Hip Roof and Architectural shingles, same as their home, L/P Smart Siding Color Downing Stone Gray - Same color as the brick grout on their home. Shingle color is Old english Pewter. Trim color white, 4 windows white, 1 steel door, white, 1 2 car front garage door white, 1 6 x 7 rear rollup door White, Distance between house and shed is 40 feet. Distance between shed and left side of the fence is 10 feet. Distance between shed and rear fence is 20 feet. **Motion to approve was made by Dave and second by Fred. The motion passed unanimously.**

9 . Fred Hall - 5529 Heatherton Road - CW 2020 - 111

Removal of a big tree too close to the house, may fall with high winds. Safety concern. AAA Best Tree Service Contractor. **Motion to approve was made by Alfonso and second by Jim. The motion passed unanimously.**

10. Courtney Barber - 9112 Iron Gate Blvd - CW2020 - 112

Putting in a 24 x 20 ft. playground in the backyard for her 1 year old daughter. The location will be on the right side of the backyard. They are going to put down rubber playground mulch and purchase the plastic little tikes adventure climber. The climber is 144.0 L x 84.0 W x 65.0 H. The rubber mulch will be for an area of 24 ft x 20 ft and 4 inches thick. Contractor - Themselves. **Motion to approve was made by Dave and second by Jim. The motion passed unanimously.**

11 . Theo Gilliam - 9137 Iron Gate Blvd - CW2020-113

Wants to add a shed to the backyard 12 x 26. Contractor - Himself. Asked for information (Plat map or drawing, materials for the walls, number of windows, doors, roofing. Colors for the walls, trim, doors, windows and shingles, Contractors information and pictures. I have not received any of this information. ARC Request Incomplete. Disapproved by all board members

12 . Larry Blackwell - 6126 Broadfield Court - CW2020-114

Original request submitted and approved 2/17/2020 - delayed due to the COVID. Time Expired. Rumble Stone Cafe Paver addition to side of house at driveway. Will provide a storage area for the hose box and garbage can (inside fence). Walkway through the fence collects water due to traffic. **Motion to approve was made by Alfonso and second by Jim. The motion passed**

unanimously.

13 . Larry Blackwell - 6126 Broadfield Court - CW2020-115

Wants to add 8 security lights (six over windows on front, one to the right of the garage and one midway between corner of house and fence on north side of house.) Lights will be four inch LED down shining soft white (3000K) and will be mounted in soffits. Liberty Electric Contractor. (changed to 2 lights over the garage) **Motion to approve was made by Jon and second by Fred. The motion passed unanimously.**

14 . Larry Blackwell - 6126 Broadfield Court - CW2020-116

Removing sod in areas shown and replaced with mulch. Will outline with concrete edgers. Pavers shown near the driveway are covered by separate requests. Waiting on Contractor **Motion to approve was made by Dave and second by Alfonso. The motion passed unanimously.**

15 . Larry Blackwell - 6126 Broadfield Court - CW2020-117

Restaining fence - same color as previously approved / used. TWP 1500 Stain - 1520 Pecan. **Motion to approve was made by Alfonso and second by Jim. The motion passed unanimously.**

16 . Joseph Tanner - 6065 Grey Moss Lane - CW2020-118

Installing a Sprinkler System for Lawn Irrigation completed in Aug 2020. Didn't know that he had to put in an ARC Request. Imperial Landscaping Contractor. **Motion to approve was made by Jon and second by Alfonso. The motion passed unanimously.**

17 . Weston Lunsford - 6090 Brighton Lane - CW2020-119

7 inch gutters installed at their home. The color is musket brown to match their brown trim. 7 downspouts. **Motion to approve was made by Fred and second by Alfonso. The motion passed unanimously.**

18 . Darrel Mason - 6058 Grey Moss Blvd - CW2020-120

Replacing a 6 foot wooden fence on the north side and west side of property that was blown over by Hurricane Sally. Fence will be the same as prior to the hurricane except to add 1 single gate to the north side. Safety Concern due to Security. **Motion to approve was made by Alfonso and second by Weldon. The motion passed unanimously.**

19. Kevin Roth - 6081 Brighton Ln - CW2020-121

Install a Pool Enclosure - 1 33 x 55 x 9 pool enclosure over existing pool. Style - Gabled Roof. Color Bronze. 2 doors. Florida Sunrooms (Trent Willet) contractor **Motion to approve was made by Jon and second by Alfonso. The motion passed unanimously.**

20 . Herschel Holt - 5413 Heatherton Road - CW2020 - 122

6 Foot wooden fence back up that was destroyed during hurricane. Use the same fence line as current fence but could possibly extend the fence to include the bathroom window to hide our electric boes, sprinkler system and satellite. Safety Concern due to dogs / children. Motion to approve was made by Weldon and second by Alfonso. The motion passed unanimously.

8. Adjournment

There being no further business, the meeting was adjourned at 7:00pm. Motion by Weldon and second by Alfonso.