

Cottonwood HOA
Board of directors & ARC Requests
Meeting Minutes
Monday, July, 20, 2020 (virtual)

1. Call to Order

The meeting was called to order at 6:01pm

2. Directors Attending

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

3. Approval of Minutes

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

4. Old Business

- Lights on Iron Gate: we are still waiting to get a representative from Gulf Power to come out and meet with a few board members. Hopefully we will have more information by next month
- AKE Solar Company that hit the front gate. We are still waiting for them to pay for the damage.
- HOA past Dues: we only have about 9 that still have not paid but these are now in the hands of our attorney.

5. New Business

- Gates: the front gates will remain open for school buses to deliver lunches, school will also be starting up again in August so we will keep the gates open
- 5405 Heatherton Rd: update about his metal shed, there was a miscommunication between the renter, homeowner and the HOA board. The renter will be complying with the HOA letter about his shed. He will be taking the metal roof off and putting shingles to match the house.

- Food Trucks: We have one for July 24th Ice Cream truck 5-7, July 25th Wrighteous Eats 4:30-7:30, Aug 14th Melt Pensacola 5-7:30
- Welcome committee: if anyone would like to be part of the welcome committee please send the board your information.
- Newsletter: The newsletter has been going out every month or so, if you have any information that you would like added into the newsletter please email to bamaphotomom17@gmail.com
- Violations: due to the hot weather we have not sent any violation letters regarding yards. So please start taking care of your edging, mowing, weeds etc. so you don't get a violation letter.
- Signs: All signs need to be removed from yards. We were letting them stay for graduations, birthdays etc. but those all need to be removed as well as any political signs.
- Auto accident at front gate: There was some damage to the grass and bushes. David Ellis will be getting a quote to the Board for repairs.
- Retention Pond: The retention pond near Broadfield needs attention. We will have a few HOA board members go and talk with Timberland in person to see if they will be fixing the retention pond before they leave the subdivision.
- ECUA: waste pro will be taking over for ECUA in January. When we have more details we will share with community.
- Thank you to Alfonso, Kaley, David and David for doing the violations the past month.
- Neighbor brought up asking to keep the virtual meetings along with the in person meeting for those that can't make it. The board will take that into advisory.
- Weldon is having an issue with people at the gate calling him if they can't get in. We need Johnson Communication to make sure all homeowners' number and names are at the front gate.

6. ARC Requests

- Ryan Stokes - 5416 Heatherton Road - Fence - CW2020-76

He is stating that it is a safety requirement and needs to be addressed. It is to prevent pets and a special needs child from wandering away. He is completing the job but having C. Fowler of Coastal Construction LLC overseeing. Pressure treated Lumber and pressure treated 6 ft. Fence pickets purchased at Local hardware Store. Stainless Steel 1 1/2 inch #10 nails also weather resistant. Color is a natural wood finish. Weather seal will be applied but not at time of construction. Height of Fence 6 feet. **Motion to approve was made by Weldon and second by Fred. The motion passed unanimously.**

- Ernie Cyr - 5512 Heatherton Road - Fence - CW2020-77

Reached out for Information 4 times. Mr. Cyr stated he would get the information to me on the evening of 7/13/2020, never received anything. I have reached out but no response. **Motion to approve was made by Fred and second by Weldon. The motion passed unanimously.**

- April Burrow - 6105 Brighton Lane - Fence for Garbage Cans - CW2020-78
Reached out to Mrs. Burrow's three times and no response from her. **Denied**

- Dan Land - 6149 Broadfield Ct - Landscaping - CW 2020-79
Reached out 3 times for information, no response. I spoke with Mr. Land on 6/28/2020 at his residence in the street. He stated that he would put in the ARC request and information. He was not friendly and borderline rude. Alfonso offered to get the pictures / speak with him but no response. **Denied**

- Steve Trask - 6236 Brighton Lane - Landscaping - CW2020-80
Mr. Trask wants to add 15 Thuja Green Giant Arborvitae trees along the north and west fence line. Trees will be planted in groups of threes. Closest trees will be planted seven feet from the fence so when they are fully grown they should not touch the fence. Purpose of these trees are to provide beauty and privacy in their backyard. **Motion to approve was made by Alfonso and second by Weldon. The motion passed unanimously.**

- Green Emerald Homes (Renter Joshua Smith) - CW2020-81
Mr. Smith has a metal roof shed. After numerous conversations with the property management and their lack of responses. It was turned over to the HOA Attorney. The HOA Attorney, Mr. Maygarden sent out a letter giving them 20 days to comply and respond to his letter. Mr. Robinson (Vice President of HOA) and myself spoke to Mr. Smith on two separate occasions and finally came to a resolution. Mr. Smith was asking for 15 extra days to get his shed into compliance due to the property management not communicating with him. Per HOA Attorney, Vice President and ARC Chairman, we gave him until the 27th of July to remove the metal roof off of his Shed. He has to replace it by putting a Shingled roof on his shed. **Motion to approve was made by Alfonso and second by Ward. The motion passed unanimously. (For the roof)**
Motion to approve was made by Jon and second by Satore. The motion passed unanimously. (For the color)

- Rob Magan - 6061 Grey Moss Ln - Playset CW2020-82
Mr. Magan put in the playset without ARC Approval. He was sent a letter and given 3 days to respond. On the third day, he responded and stated that it was a playset and sent a picture. I asked for him to put in an ARC Request, he finally put in an ARC Request on 7/12/2020. He put the playset in on 7/3/2020. Children's woodset swingset is redwood and will be pressure washed at Thompson sealing. He did not have a survey of home. Located 18 feet from the fence line to neighbors on the right side and 10 feet from white fence on Anderson. **Motion to approve was made by Jim and second by Weldon. The motion passed unanimously.**

- Gregory Collins - 6178 Brighton Ln - Pool - CW2020-83
16 x 32 x 6 Inground salt water pool with Bronze screen enclosure located off the back patio of the home. Pool Pump and associated equipment will be behind the fence on the

east side of home. Concrete around the pool will be normal. (Grecian / 3 foot to 6 foot). Robert's Pools. **Motion to approve was made by Jim and second by Alfonso. The motion passed unanimously.**

- Gregory Collins - 6178 Brighton Ln - Screened Enclosure - CW2020-84
35 x 45 x 39 Screened Enclosure Bronze / Aluminum with 3 doors. Robert's Pools is doing it as a package deal. **Motion to approve was made by Jim and second by Jon. The motion passed unanimously.**

- Alfonso Robinson - 6134 Broadfield CT - French Drain - CW2020-85
Wants to install a French Drain to alleviate water buildup in the back yard. Gulf Stream landscaping and Irrigation is the contractor. He wants to begin August 10th. **Motion to approve was made by Jon and second by Weldon. The motion passed unanimously.**

Board members all made a comment that this issue needs to be brought up to Timberland.

- Angelia Penton - 6137 Brighton Lane - Detached Garage - CW2020-86
Mrs. Penton wants a detached garage in her backyard to put her boat in it. She came to my residence on 7/17/2020 to discuss her ARC Request. I told her that Detached garages are not allowed in the neighborhood. She stated that Mr. Brimer had one on Brighton (in Phase 2) and Mr. Magan on Grey Moss as well as others. She stated that her attorney didn't see a problem with it and looked at the covenants. I told her that she was not allowed per the covenants to have two permanent structures on her property / lot. (Two storage buildings). I told her she could submit an ARC Request and I could present it to the board to look at and a decision could be made at that time. Wants it Brick with shingles and the trim color of her house. Brick - General Shale - Autumn Ridge ; Mortar - Ultra Dark - Trim - Wicker, Shingles - Black Arch ; Window - Almond ; Window Style - Perimeter Prairie ; Exterior Lights - Black ; Garage Door - Sahara. Plainsman Construction. 15 x 26.5. Garage door will include a five panel door in order to allow the boat to fit. **This was denied. The board asked if they would be willing to give up the other shed for the garage. They stated no but are willing to meet with some board members. The homeowners brought up that in Oct 2018 at an HOA meeting they were told that they could build this detached garage at a further time. The problem is it wasn't recorded in the minutes for Oct 2018. The homeowners also stated that Timberland told them to talk to the board. There was a lot of back and forth with many board members and other homeowners (I was not able to write down much since it was very hard to understand).**

- Lynn Williams - 6170 Brighton Lane - Replace Screen from Glass and Screened in Porch Windows - CW2020-87
Replace screens from Glass and Screened in porch that have been chewed by Squirrels with new screens and windows. Remove existing Aluminum Framing and have it hauled away. Build aluminum framing to support windows and doors. Bronze in Color,

4 Windows (Lowe's glass with screen"). 18 inches to the top of the door. **Motion to approve was made by Fred and second by Wendon. The motion passed unanimously.**

- Michael Venable - 5448 Heatherton Road - Landscaping - CW2020-88
Landscapeer will be ripping out everything in the flowerbeds in the front of the house except for the Crepe Myrtles. Everything will be replaced with multiple color perennial flowers. **Motion to approve was made by Jon and second by Alfonso. The motion passed unanimously.**

7. **Meeting issues with virtual: Very had for the secretary to hear and take notes with background noises. We really need to have all members mute themselves. If we need a vote the board members can un-mute and vote. It would be really nice if the rest of the homeowners wait until the end of the meeting for open floor to un-mute and state their question, complaint etc.**

8. Adjournment

There being no further business, the meeting was adjourned at 7:34pm. Motion by Weldon and second by Ward.