

## **Cottonwood Park West HOA Board of Directors**

Meeting Minutes - August 16, 2016

**In Attendance:** (alphabetical order) Dean Carpenter, Denise Chamberlain, Laura Hillstrom, Greg Vente, Nick Whitaker, Jan Wierzba, Darwin Wissink

**Guests:** Steve Omarod, Andy Smith

### **Opening (6:40pm) & Guests**

- Steve just here to listen
- Andy present to further discuss renovation plans for his house
  - Andy had new sketch of plans (as requested from board in July). Also had verbal approval from neighbors.
  - Board feedback: overall consensus was that the board wanted more detailed plans, including dimensioned before and after drawings for the board to review. Dean mentioned that it may not be fair to all residents to allow only some renovations, and that the HOA governing documents might contain clause along the lines of, "treatment of residents must be equitable and fair". Darwin raised the point that not allowing renovations long term will lead to more rentals in the neighborhood.
  - No set "make or break" date for Andy. Process is HOA approval, city approval, county approval, then getting a build permit.
  - Andy to email the board dimensioned before and after drawings and written approval from his neighbors.

### **Previous Minutes - approved**

### **Managers Report - no news**

### **Website**

- Chester sent email 8/15 detailing website update
  - Blog removed from website due to lack of use
  - No landscaping/connectivity update on website for now
  - Missing one board member bio

### **Maintenance**

#### **Sprinklers**

- Chester sent email 8/15 detailing his sprinkler work
  - Working on locating, photographing, and noting GPS coordinates
  - Noting which heads have debris buildup around them
  - End goal is laminated cards to post with each zone clock identifying heads, run day, and run time.
  - Still working with CoCal to resolve issues
- Board questioned who responsibility for sprinkler maintenance falls on
  - What is CoCal responsible for? Nick, Jan, and Chester to work with CoCal to clarify responsibilities
  - Greg to explore CoCal subcontractor and other options

#### **Pumps**

- Chester sent email 8/15 detailing his pump work

- Working with Lee Larson of John's Pump Service to create detailed documentation of system. Documentation will include photos for easy identification of parts.
- Still fighting a number of issues with distribution system (pumps, major feed lines) but will continue making progress
- Board discussed Jim Fudge's idea to add a water storage tank and decided to take no action due to concern over increased maintenance costs and cost of installation.

#### Mailbox Lights

- Chester sent email 8/15 indicating some minor adjustments to the lights, specifically the front light.

#### Landscaping Committee (Denise)

- Corner of 79th and Niwot
  - Committee has approval from all 3 necessary Boulder County committees for triple helix stone wall
  - Do not need building permits, but want to get written approval
  - NBA Executive meeting will determine whether or not request funding from the LID
  - HOA is contributing \$15,000 to the project in the form on labor hours
  - More info about stone structure can be found at MyEarthwork.com. Builder is Thea Alvin
- Landscape committee to meet Thursday 8/18
- Denise to meet with Tom from tree farm to work on plan drawings

#### Party Posse

- Garage sale and potluck on 8/20. Jan to send reminder to community.

#### Old Business - none not already discussed

#### New Business - skipped due to board members needing to leave

#### Around the room

- Laura: moving funds around. Will send email for approval.
- Darwin: possibility of a caboose being donated and placed in south park. Need more information.

#### Adjourn (7:40pm)

#### Action Items

- Nick to give Jan Google Groups tutorial
- Nick to review website with Chester
- Dean to review HOA governing documents for language around "fair and equitable treatment" regarding renovations
- Greg to explore CoCal subcontractor and other options for sprinkler maintenance
- Nick, Jan, and Chester to work with CoCal to better understand CoCal's responsibility regarding sprinkler maintenance
- Jan to send the board of email summary of all sprinkler/pump conversations
- Jan to follow up with CoCal on contract details
- Jan to send community reminder for garage sale