

Cottonwood Park West HOA Board of Directors

Meeting Minutes - October 19, 2016

In Attendance: (alphabetical order) Dean Carpenter, Laura Hillstrom, Meg Masterson, Chester Shans, Greg Vente, Nick Whitaker, Darwin Wissink

Opening 6:36 pm @6832 Camelia Court

Introduction of Guests: No Guests

Previous Minutes - September approved through email (6 approvals)

Managers Report (Dean)

Home Sale Update

- 2 closings in November - 6960 Niwot Square and 6993 Miro Ct.

Complaints

- 6932 Totara broken gutter and damage to garage siding; Dean has been in contact with the owner
- 6923 Totara dead branch jeopardizing home
- RV parked in front of 6843 Camelia Ct. has been fixed and will be moved soon

Financials

- 18 homeowners overdue 1 month or more on dues - homeowners to be notified

Maintenance Report (Dean)

Sprinklers

- Dean and Chester worked on the sprinkler heads along the perimeter
- Nick mentioned an app that can be used to tag sprinklers to map our system
- Chester also has a lead on technology

Fall Fertilization

- Dean in contact with CoCal regarding organic fertilizer that they could apply to the grounds per the existing contract
- Darwin motioned to use organic fertilizer and majority voted in favor of having CoCal apply the organic fertilizer this coming month

Website (Chester)

General Update

- An interim update along with an end of year update planned

2 year payment

- Dean mentioned that if we paid for the website 2 years in advance we could receive a 20% discount, board agreed that would be a good idea

Landscaping Committee (Chester)

Rewilding

- Chester presented Denise's email re fertilization, discussion followed

Project Management

- Chester mentioned the importance of setting specific goals for the landscaping committee and a having a long term plan in place with incremental enhancements as we go along
- Board discussed the idea of the projects being segmented into 5 different projects
 - #1 the corner of 79th and niwot road
 - #2 the west side of niwot square drive along niwot road
 - #3 the east side of niwot square drive along niwot road
 - #4 south of the connectivity corner on 79th
 - #5 central park

Connectivity Project

- Board agreed that the preliminary design plans need to be brought to the board for approval

Party Posse (Nick)

Ugly Sweater Winter Fun Run

- Nick suggested planning a holiday run and after discussion board decided to hold the 5k on 12/10/16 at noon
- Plan for the run to end in central park where hot chocolate will be provided
- Meg agreed to talk to Niwot Market/Winot about supplying hot chocolate

Old Business - (Nick)

Rules and Regs

- Nick asked that everyone look at the rules and regs and make comment/suggest edits
- Once board has reviewed a copy will go to Steve for his comments/suggestions

20 year plan

- Nick, Dean and Laura met to discuss budget re: landscaping needs
- Nick mentioned focusing on small projects that could be taken care of with minimal time/money
- Greg mentioned looking at the existing 20 year plan and focusing on the small projects that could be addressed ie the basketball court, volleyball court, signage in the park, main entrance signage, decorating the bulletin board
- Nick agreed that the board should come to a decision at the next meeting about the fence pickets surrounding central park

Basket Ball Court

- Laura suggested obtaining a current estimate for the work that needs to be done and board agreed it would be a possible spring project

New Business

- Nick mentioned that the NCA board is interested in developing relations across niwot board associations
- Nick suggested to make future meetings more accessible allowing board members the option to dial in when unable to be physically present
- 2 new board members needed, Brody is undecided at this time, Brody is undecided

Around the room - nothing not already covered

Action Items

- Laura to meet with Dean once a quarter to run an audit
- Dean to arrange for Jan to be paid remaining \$1800.00
- Greg and Nick to work on route for 5k
- Meg to talk to local businesses about providing hot chocolate for the run
- Everyone to take a look at the rules and regs edits and comment and/or approve
- Dean to tell CoCal to fertilize
- Laura to get September minutes to bank
- Dean to get Sharon a gift for her time put in to help transition board
- Nick, Dean, and Laura to get together to go through quickbooks
- Chester to place cones around tree in central with hazardous limbs
- Chester to update website with past minutes, new meeting calendar, ugly sweater winter fun run on 12/10/16
- Chester to revisit 20 year plan
- Chester to decorate the bulletin board for upcoming holidays
- Chester to check about senior org volunteer work for totara house
- Chester to check with forensic engineer about borrowing surveyor
- Nick to follow up with 20 year plan and rules and regs
- Dean to look into hiring arborist to trim branches

Adjourn (8:43pm)

Next Meeting: November 15th at 7649 Nikau Dr.