

Cottonwood Park West HOA Board of Directors

MEETING MINUTES July 18, 2016

IN ATTENDANCE: (alphabetical order) Denise Chamberlain, Laura Hillstrom, Meg Masterson, Chester Shans, Greg Vente, Nick Whitaker, Jan Wierzba, Darwin Wissink

OPENING (6:30pm)

- Meeting at Brenda and Andy Smith's home 6963 Totara for review and visualization of proposed renovation.
- Continuation of meeting hosted @ 7756 Nikau Dr., No guests.

OFFICER SELECTION

- Nick Whitaker elected President
- Meg Masterson elected Secretary

MANAGER'S REPORT (Jan)

- No Report - Nothing significant at this time

MAINTENANCE REPORT

- Greg mentioned that tree maintenance is in CoCal contract
- Will look at all property but focus on cottonwoods in Central Park
- Boulder county marked up sidewalks- Jan says they will fix by end of August
- Dealing with maintenance complaints re: concerns of safety and appearance, ie full access to public sidewalks
 - After complaint received manager to contact homeowner through email (HOA's manager discretion on what complaints should be addressed autonomously or if need to be brought to board's attention)
 - With initial email notification homeowner given 30 days to reply/address issue
 - If after 30 days there is no progress the hoa manager will bring complaint to board
 - If there is no response or action taken by homeowner following initial 30 day grace period the possible consequences of inaction will be communicated to homeowner via email ie. fine and/or county involvement.
 - 15 day follow up period

LANDSCAPING COMMITTEE (Denise)

- Denise shared progress report re: future plans for 79th/Niwot Corner
- No design plans have been finalized, ongoing discussion
- Will need approval from county
- Future plan will be voted on by board and then taken to LID for approval

GENERAL LANDSCAPING

- No update at this time

PARTY POSSE (Nick)

- Jan has sent an email re: upcoming garage sale and potluck
- Jan to place advertisement for neighborhood garage sale
- Nick proposed sending email to solicit ideas for future community events (ie neighborhood nature walk) would like events to be planned in fall and through the winter months.

OLD BUSINESS (CoCal)

- Chester continuing to work on sprinklers and timing issues, property walked with CoCal to check clocks and zones
 - Time adjustments made to sprinklers and clocks were corrected at central park
 - OrganiLawn recs to be communicated to CoCal
 - Chester suggested laminated cards should be used to label sprinkler clocks with specifics

NEW BUSINESS

- Annual meeting review - went well
- Smith residence discussion
 - Proposed addition remains under review
 - Darwin to speak with Andy Smith and request elevations drawings ie west side elevation
 - After much discussion decision made to continue conversation at next meeting

ACTION ITEMS:

- Nick will check on google docs to have a repository for HOA documents
- Jan will document complaints and action process
- Jan to send another letter to “poop” offender giving him 15 days or county will be contacted
- Chester to continue to work with CoCal
- Greg and Chester will investigate front mailbox light that intermittently flickers
- Darwin will investigate county regulations re: noxious weeds
- Darwin will speak with Andy Smith re: more detailed specs
- Denise will email drawings for helix to the board and speak with the county re: poptops
- Laura will explore Bonds

AROUND THE ROOM:

- Nothing not already covered

ADJOURN: 8:58pm