



# CPW Quarterly News

Spring 2013

## Working For You:

President: Randy Blondeau

Vice President: Dean Carpenter

Secretary: Taz Chaudry

Treasurer: Justin Zarecki

Manager: Sharon Greene

Member: Denise Chamberlain

Member: Laura Hillstrom

Member: Jeff Lally

Member: Trent Merrifield

Member: Chester Shans

Cottonwood Park West Homeowner's Association

P.O. Box 421, Niwot, CO 80544

(303) 652-2537

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## News Laws. New Documents.

With 2013 well underway, there's been a lot happening behind the scenes at CPW. Especially when it comes to HOA laws in Colorado. Over the past few years, the State of Colorado has made many changes to HOAs and the laws that govern them. Initially our HOA was "grandfathered" from many of the changes because of its age. But that's no longer the case and now CPW (and every other HOA in the state) has to make changes to our governing documents in order to comply. The board has been working with a lawyer who specializes in HOA law on all the new documents, which will ultimately need the approval of the membership (you!). Things are in the final revision stage and will hopefully be ready for distribution to members within a few weeks. Because the main route of distribution will be via email, it's important to make sure the office has your current email address. If you have changed your email (JJ and TS), or if you haven't yet submitted your email (there are still about 25 of you), please contact Sharon with that information.

## Around the Grounds

Another area the board is focusing on is evaluating the common grounds and creating a multi-year changeover plan. As most of you know, our sprinkler water comes from a well-type situation that relies exclusively on ground water. And we share any water with two other HOAs. So of course the drought situation really affects our ability to water the common lawns which is one of the reasons those areas have deteriorated. So with Cocal's help, the board is exploring landscaping options that will require little if any sprinkler water. Anyone with comments or input should contact board member Jeff Lally, who is heading this project.

## Handy Helpers

An email notice went out earlier this year asking for volunteers to help around CPW with little maintenance type of jobs. The office was overwhelmed by the response; over 25 folks (adults and kids and one dog) responded, which is a perfect example of why this is an amazing and unique community! Tasks will be completed throughout the next few months. If you want more info, contact Jeff or Sharon.

## Board Member Update

Earlier this year, board member Doreen Gross resigned her seat due to conflicts with a new work schedule. Doreen had been on the board for 2 1/2 years and always brought a great perspective to each meeting. Her time, energy and smiling face were very appreciated. Lucky for the HOA, Chester Shans has filled Doreen's seat. Chester has been a very active volunteer over the past several years and is also the HOA website webmaster. He was welcomed to the board with enthusiasm.

## Website Update

Speaking of Chester and the website ([cpwhoa.org](http://cpwhoa.org)), plans for some changes to the site are underway, which will make the site more resourceful than ever. If anyone has some suggestions of their own to make, please send them to Chester at [webguy@cpwhoa.org](mailto:webguy@cpwhoa.org).

## Helpful Phone Numbers

- HOA Office – 303-652-2537
- Sheriff Dept. Non Emergency (animal control, abandoned vehicles, concerns, etc.) - 303-441-4444
- Xcel Energy (street lights, power issues) - 800-895-4999
- Left Hand Water (local water provider) – 303-530-4200
- Niwot Sanitation (local sewer provider) – 303-652-2525
- Boulder County Road Maintenance (sidewalk repairs, potholes) – 303-441-3962
- Boulder County Weed Enforcement – 720-564-2621
- County Commissioners – 303-441-3500
- Niwot Elementary – 303-652-2828
- Sunset Middle School – 303-776-3963
- Niwot High School – 303-652-2550

## Landlord/Tenant Relations

As in most neighborhoods, the majority of the homes in CPW are owner-occupied, with a handful of rentals scattered throughout. With a few exceptions, the rental residents take as much pride (sometimes more) in the appearance of their homes as an owner resident.

Tenants living in CPW are responsible for adhering to the same rules that apply to owners. This newsletter is distributed to all homes and mailed to all off-site owners so tenants and landlords alike stay updated along with everyone else. The homeowner (landlord) is ultimately responsible for the actions of their tenants and the condition of their property.

Finally, Sharon would like to hear from all off-site owners (or their tenants) to know who the tenants are and how to reach them if necessary. Send an email to [manager@cpwhoa.org](mailto:manager@cpwhoa.org) or drop a note in the black mailbox.

## CPW's Office is Virtual

Since there is no official CPW office, here are the recommended methods by which to contact the HOA:

1. Call Sharon, Association Manager, on the HOA cell phone 303-652-2537. Voice mail is available when Sharon isn't.
2. Email Sharon at either [manager@cpwhoa.org](mailto:manager@cpwhoa.org) or [greenelally@juno.com](mailto:greenelally@juno.com) (they go to the same place).
3. Hard copies of anything can always be left in the HOA mailbox at the bulletin board.
4. Old Fashion U.S. Postal Service: CPW HOA, P.O. Box 421, Niwot CO 80544.
5. If ever you need an appointment with either the manager or a board member, contact Sharon via 1 or 2 above and she'll make the necessary arrangements.



## Some Friendly Reminders



- Exterior changes, additions or improvements needing board approval include, but are not limited to: roofs, driveways, painting, sidewalks, decks, fences, landscaping, siding, windows, doors, and gates. Though it might seem trivial, the board really wants people to get in the habit of thinking about and following the exterior approval rule. The approval process couldn't be easier. Talk to Sharon and she'll guide you through it.
- Slow down! School is in session. We are on a bus route. We are in a very pedestrian friendly neighborhood. Let's drive that way.
- Trailers, campers, motor homes, RVs, dualies, and boats must be stored out of sight in your garage or backyard if it's below fence line. Otherwise they are not permitted on-site.
- Keep your trash to yourself. Who didn't learn as a kid not to litter? Apparently enough people to require that this be mentioned! Please keep the trash from your household (including guests) cleaned up.
- Yes, it's going to be mentioned again. Dog Poop. If it's from *your* dog, and it's not in *your* yard, pick it up and take it with *you*. If you don't have a bag, go get one, come back, pick it up, and take it with you. Any questions?
- Trees branches must be 7' or more above sidewalks and 14' or more above streets. You are responsible for keeping your tree branches off of your neighbor's roof, fence, yard, etc. Please be aware when they start to impede.
- Keep plant life cut back to the edge of the sidewalk to allow full access by pedestrians.

## Come One, Come All

It's becoming an annual event—the May neighborhood ***FAC (Friday Afternoon Club) in Manila Park!*** This year it's being held on Friday, May 17 starting around 5:00. Beverages will be provided; bring a snack to share and plan to hang around for some fun with friends and neighbors.

The date for the ***annual garage sale*** has also been set—Saturday June 29. As usual, CPW runs ads and places signs; you set up and sell your stuff in your yard, garage, driveway, etc. More details on that as the date grows closer.

Rumor has it there may also be a ***pig roast*** again this year. If the rumor is true, details will be forwarded via email.

The date for the ***annual meeting*** has also been set—July 20, 2013 at 10:30 a.m. in Central Park. At that meeting, elections will take place for open seats on the CPW Board of Directors. Members are elected for 3-year terms and this year at least three of the nine seats will be up for election. Some current members will seek re-election, while others will step aside to make room for new faces. The commitment is fairly minimal. Meetings are held once a month, on Tuesday evenings, and last between 2-3 hours. Occasionally members are involved in special projects or committees. Otherwise it's mainly communicating with other members and the manager, helping resolve questions or concerns, approving exterior changes, and brainstorming. So please give some serious thought to becoming a part of the Board. Contact Sharon or any current board member for more information.

## Board Meeting Dates

Board meetings are currently held on the 4th Tuesday of each month at 6:30 p.m. at 6842 Camelia Ct. Homeowners are always welcome to attend. If possible, please give the office notice so seating can be available.

# Approval Request Form for Exterior Improvement/Modification

Date: \_\_\_\_\_ Name of Person submitting request: \_\_\_\_\_

Address, phone, email: \_\_\_\_\_

Improvement/Modification proposed (circle one)

Deck          Painting          Roof          Doors/Windows          Fencing          Other

1. Please use additional paper for descriptions of improvement and include any color or material samples, drawings, brochures, etc. Remember, you need approval prior to starting your project. Forms can be left in the black mailbox by the bulletin board or given directly to the manager or any board member. While the board will continue to make every effort to give approval within a few days, please do not assume such a quick turnaround. In some instances the board cannot approve via email because of the need for face to face discussion at their monthly meeting, of the 4th Tuesday. So please plan ahead when preparing to ask for approval.

## Complaints, Concerns and What's Up With That?

*(Forms can be left in the black mailbox at the bulletin board, given directly to the manager or any board member, or mailed to P.O. Box 421, Niwot, CO 80544.*

Date: \_\_\_\_\_

Name of person submitting form (required): \_\_\_\_\_

Street address, phone, email: \_\_\_\_\_

Complaint, concern or comment: \_\_\_\_\_

Action Requested: \_\_\_\_\_