

Cottonwood Square Commons

OPEN BOARD MEETING MINUTES

Date: April 16, 2025

Time Called to Order: 6:48 PM

- I. CALL TO ORDER:** 6:48PM
- II. Determination of quorum:** 3 Board Members present.
- III. MINUTES:** APPROVE THE 2.26.2025 BOD Meeting Minutes
MOTION: Linda
SECOND: Cindy
All approved; motion passed.
- IV. FINANCIALS: January and February 2025**
Operating account balance: \$118,842.16
Reserve account balance: \$177,536.81
Total funds: \$296,378.97
MOTION: Cindy made a motion to approve.
SECOND: Babette
All approved; motion passed.
- V. OLD BUSINESS:**
 - a. Review weekly CSCHOA log- In an effort to reduce the volume of emails the Board receives, Management will maintain a weekly log of updates and inquiries. This log will be distributed to the Board every Friday.
 - b. Review the Wired Up Camera Installation Bid- additional camera \$596.01
MOTION: Cindy made a motion to approve the bid for \$596.01 from Wired-Up.
SECOND: Babette
All approved; motion passed.
 - c. Review bids from plumbers and Brandon
 - i. Hot water heater- The Board reviewed 3 bids.
MOTION: Cindy made a motion to approve Brandon's bid for \$900.
SECOND: Linda
All approved; motion passed.
 - ii. Toilets- The Board reviewed 3 bids.

MOTION: Cindy made a motion to approve Brandon's bid for \$465 to replace the toilets.

SECOND: Linda

All approved; motion passed.

- iii. Faucets- **tabled.**
- iv. Angle stops- **tabled.**
- v. Garage door repairs- **tabled.**
- vi. Clubhouse lighting- **tabled.**
- vii. Bushes by Camino Real entrance- damage to bushes. Bid in process.
- viii. Sign the amendment document for the next Annual Meeting changing the quorum percentage needed and Annual Meeting date to April- **signed.**

VI. NEW BUSINESS

- a. Review bid for new towing contract with Alpha- Babette expressed concern about vehicles parking on both sides of the street, noting that it could hinder access for emergency personnel and pose a safety risk to the community.

MOTION: Babette made a motion to approve the new towing contract.

SECOND: Linda

All approved; motion passed.

- a. Pool opening date may have to delay 1-2 weeks/ need training on gate access and procedure

The pool was scheduled to open on the 18th or 19th but was delayed due to a damaged filter encased in sand. Shane from A-Z Pool Company ordered a replacement filter for \$3,000. In an email, Shane stated that, in his professional opinion based on 42 years of experience, the filter damage was caused by the pool not being properly cleaned after the tile was regouted. Linda met with Matt Henderson, who performed the regrouting work, and invited him to present his side to the Board. Matt provided photos, a detailed step-by-step explanation of his process, and letters of support from other pool contractors. He cited poor long-term maintenance as the cause, explaining that if sand is not regularly flushed, it can calcify and harden over time. Matt shared historical records indicating that multiple prior pool companies had never replaced the sand, which may have been in the filter for over 15 years. After discussion, the Board voted:

MOTION: Linda made a motion that Matt Henderson not be held responsible for the cost of the filter replacement.

SECOND: Cindy

All approved; motion passed.

MOTION: Cindy made a motion to switch back to Vortex as the pool service company. (or another pool company if Vortex is not available).

SECOND: Babette

All approved; motion passed.

b. OPEN FORUM-

MOTION: Cindy made a motion to designate one of the parking spaces near the pool as a handicap space.

SECOND: Babette

All approved; motion passed.

MOTION: Babette made a motion to install motion-activated lights to deter individuals from jumping the fence to access the pool.

SECOND: Cindy

All approved; motion passed.

c. NEXT MEETING DATE: TBD

d. ADJOURNMENT:

MOTION: Linda made a motion to adjourn the meeting at 8:22pm.

SECOND: Babette

Meeting adjourned.