

# CSC HOA Newsletter - 4th Quarter 2020

## A Message from the HOA President, John L.:

Hello Fellow Homeowners,

I want to start off by saying that we hope everyone is healthy and staying strong in this unusually trying time we are all dealing with.

With this year quickly coming to an end, we want to wrap up with a quick summary of all of what has transpired in the community and where we are headed in 2021:

- *This year our neighborhood perimeter walls have been repainted,*
- *The community pool deck has been refinished, the filtration system updated with new sand filters, drainage unclogged in the pool decking, as well as some water run off areas in the pool and community.*
- *In the next month we'll be installing an updated pool security/camera software system, which will reduce our labor costs for the 2021 pool season.*
- *We brought in landscaping professionals to help us deal with the damage we've sustained during this extremely harsh summer, as well as prepare our little ecosystem for the future.*
- *Also, since the entire irrigation system is well past its prime, we will be looking at updating all the lines and begin replacing or realigning existing lines.*
- *We also expect to begin much needed upgrades to our streets, which will be explained in this newsletter.*

Our board went through some changes in May, and we hope that you have noticed a much more transparent organization that responds in a very timely manner to your inquiries and concerns. Reading on, each of the board members will state their roles with updates to each of their assigned areas of expertise.

Lastly, please pay special attention to the virtual meeting section, as Amanda will explain how you'll be able to join the virtual, end of year quarterly HOA Board/Homeowners meeting via Zoom. Please mark your calendars for:

**Wednesday, December 9th at 6pm**

Our HOA Town Hall Meeting is going virtual!

*We will not meet in person for this quarterly meeting.*

**For instructions, please visit [CSCHOA.com](http://CSCHOA.com) or continue reading.**

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## Interim Vice President, Amanda I.:

I took on the role as interim VP for the 4th quarter after stepping up to address our landscaping needs. Our landscaping needs would remain my top priority in 2021, however I would work to improve a variety of HOA offerings to do my part in contributing to a community that feels like home.

### Landscaping Update

As the fall season ushers in, the priorities for our neighborhood's landscaping needs shift towards renewal. A certified arborist was hired to provide a professional assessment of the overall health of trees throughout our shared grounds. The board agreed to the recommended tree trimming services in an effort to save mature trees which provide much-needed shade and aged beauty to our common areas.

Irrigation schedules and maintenance continue to be a priority to ensure the landscaping is receiving the water it needs to thrive. In an ongoing effort, plants that did not survive this year's heat will be removed and ultimately, replaced early next spring.

### Landscaping 2021

The pandemic has reminded us how important it is to balance our lives, indoors & out. For many, the neighborhood common outdoor areas have extended their 'quarantine square footage' and provided a much-needed breath of *actual* fresh air.

The board has agreed to make our community landscaping a priority in 2021 to enhance our own green spaces and encourage everyone to enjoy our many walkways and gazebo areas. The look of our landscaping will change over the next year to focus on more drought-tolerant plants that can handle our unique Northern Arizona environment. Our goal is to replace many of the planted areas that have been removed over the years with colorful, lush greenery adapted to our climate.

*Join us at the next annual meeting to learn more & see what's blooming for Cottonwood Square & Commons!*

## **CALLING ALL GARDENERS!**

*Enjoy gardening? Have a passion for plants? Put that love to use in your home community. Become involved in the growing changes planned for our neighborhood landscape in 2021. Email Amanda, interim VP, at **vicepresident@cschoa.com** to express interest and to learn more.*

*Green thumbs are not required and all are welcome!*

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## **Treasurer, Gordon M.:**

I joined the HOA board on an interim basis to fill a vacancy, in March of 2020, and in June agreed to assume the office of Treasurer. It is an honor to serve our community with such a dedicated group of volunteers.

### **Budget and Finances**

I am pleased to report that the HOA is in good financial health. In an effort of increased transparency, our 3rd quarter financial statement is posted on the CSC website (instructions above), and moving forward we plan to post the financial statements every quarter for all to see. The HOA currently maintains strong reserve accounts for repairs and emergencies. Therefore: We do not anticipate any increases in monthly assessments for the foreseeable future.

### **2021 HOA Budget**

I have spent a good deal of time reviewing our contracts, analyzing our income and expenses, and talking with our management team to develop our Budget for 2021. The CSC budget in 2020 was thoughtful, well planned and made a commitment to take care of some much needed maintenance that has been neglected in past years. Our budget for 2021 will continue our commitment to maintain and improve our community. The 2021 CSC budget is available on the website under Owner Info.

In 2021, we plan to paint the gazebos and the wrought iron fencing around the development and prioritize the landscape maintenance and improvements. Other repair and maintenance items are also being considered as funding allows. There is much to do, so those items that cannot be completed in 2021 will be budgeted for the following year, but our commitment to a beautiful community that we can all be proud of is our goal.

### **Pavement**

Apparently many homeowners have been asking “what can be done to improve the condition of our streets.” So .... The HOA is now planning to contract some paving work in 2021. The board is currently obtaining bids and considering affordable options that will benefit the entire community. This will likely include limited repairs to concrete structures and asphalt paving in select areas and a seal coat over all the streets in Cottonwood Square and Commons. A similar approach was used recently in “Sawmill Cove” and “Silver Springs”, as well as Old Town and several city parking lots. This approach will help maintain the asphalt and improve the appearance of our streets without the expensive “Mill and Overlay”. To accomplish the work, we are budgeting to use a responsible portion of our reserves (that will not result in a special assessment or increase in HOA fees). The cost is expected to be approximately \$120,000.00.

### **Summary**

**The HOA board is committed to maintaining and improving our community and property values as well as to a stable budget. We encourage comments and suggestions from all homeowners.**

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## **Board Member Josh N. Sr, responsible for security and all things pool:**

The HOA Board approved an upgrade of the outdated security system at the club house. A new camera system will increase visibility and therefore safety. The electronic interfacing between security and pool software will make the computer system more user friendly as well. A bid/estimate was submitted by Detelectronics, approved by the board and is on record.

Other areas that were discussed by the board are listed below and will be addressed in the 2021 budget.

The five club house windows were inspected and found to have leaks. The seals are broken, causing the windows to leak and cloud up. We are currently getting contractor bids to address that structural flaw. Also, the club house roof will be given some attention next year, as there's a leak in the women's restroom coming through the ceiling vent.

The hours of the pool monitors were addressed and it was agreed that the monitors are needed more on the weekends and one additional day mid-week, so there won't be such a long period between cleaning. The cost in savings on salaries should be well over \$10,000.00. The daily checks of PH and Chlorine levels are being conducted by our pool service, Vortex. We are also discussing lengthening the pool season next year.

## **Secretary, Maria C., RN**

I was invited to join the board to fill a vacancy in May. My fairly simple role is to keep monthly meeting notes, and put this newsletter together. It seems that I also answer a lot of questions while I walk my dog :)

### **Join us on Wednesday, December 9th at 6pm for the Virtual CSC HOA 4th Quarter Meeting**

*Like most of the world, we're taking our neighborhood meetings online using an online video conference software called Zoom to ensure everyone remains safe & healthy during these times.*

Our quarterly town hall meeting will not be in person but will be held via Zoom. Zoom is free to use and only **phone and/or internet access is required**. Go to [www.zoom.com](http://www.zoom.com) to learn more.

On the day of our HOA quarterly meeting, **Wednesday December 9th at 6pm:**

1. From any smartphone, iPad, tablet, laptop, or computer go to **CSCHOA.com**
2. On the homepage you will see a **button** that says **LAUNCH ZOOM MEETING**
3. Click the button and download Zoom (if not yet installed)
4. You will be asked for a **password: CSCHOA2020** (this will also be on the homepage in case you misplace the newsletter)

*Hope to 'see' you there!*

## UNSURE ABOUT TECHNOLOGY?

Don't let lack of experience with Zoom keep you from attending. It's a new day and the world is adjusting to virtual meetings. Be assured, you have options.

If you are not familiar with Zoom, we are hosting an open training session at the clubhouse on Wednesday, December 2nd between 4pm - 6pm. Just show up any time during that window for a personalized introduction to Zoom from your interim VP, Amanda. If you are not able to make that timeframe but interested to learn Zoom so you can join our meeting email [vicepresident@cschoa.com](mailto:vicepresident@cschoa.com).

Here are some other ways you can be involved:

- **Call in** to the phone number that will be posted on the website the day of the meeting - you won't be able to see what we're sharing on the screen but you can listen in & hear our updates
- **Watch the recorded session** after our meeting to stay in-the-know - plays like a video on your smartphone, iPad, tablet, laptop or computer, hear the audio & watch the presentation (will be uploaded within a week of the meeting)
- **Download** and review the 4th Quarter presentation - call in & follow along or review after the meeting to see updates that were covered

## CSC HOA Financial Statements - Now Available Online!

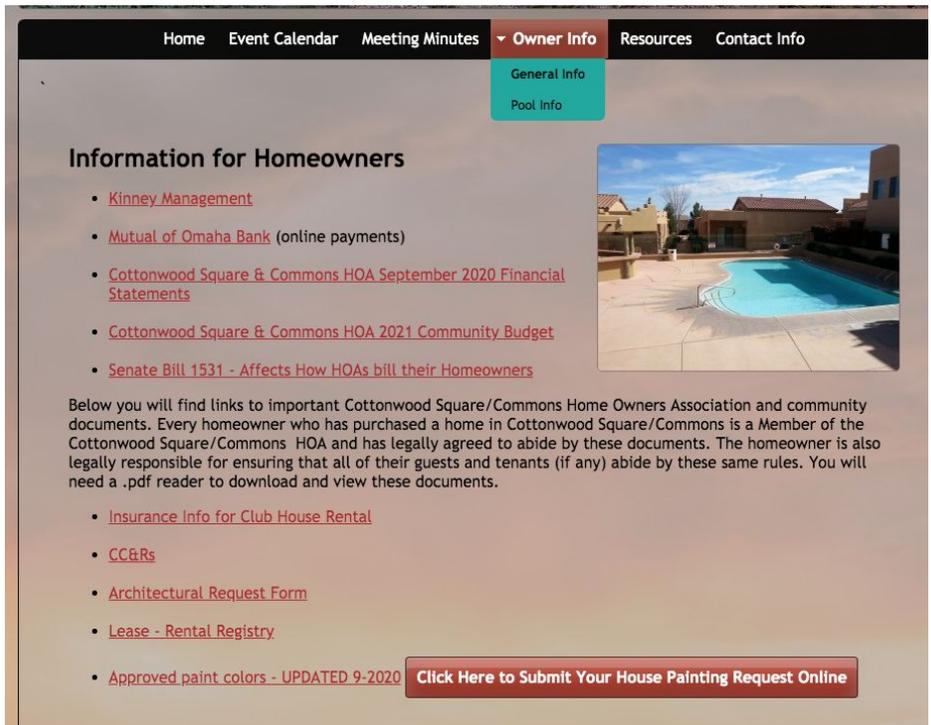
In an ongoing effort for board transparency, the HOA financial statements will be uploaded to the website quarterly.

## NEW Online House Painting Request Form

You can now submit your house painting request completely online using our new form. This process will greatly improve turnaround times for decisions.

And if you haven't checked out the new paint colors, you're encouraged to visit our website to see the new style guideline of available colors!

Go to the **Owner Info** section of the website to view the list of approved paint colors. *Please note: The board and the Architecture Design Committee are currently working on an online form for other design requests to be made available to homeowners in 2021*



The screenshot shows the website's navigation menu with 'Owner Info' selected. Under 'Owner Info', 'General Info' and 'Pool Info' are visible. The main content area is titled 'Information for Homeowners' and contains a list of links: Kinney Management, Mutual of Omaha Bank (online payments), Cottonwood Square & Commons HOA September 2020 Financial Statements, Cottonwood Square & Commons HOA 2021 Community Budget, and Senate Bill 1531 - Affects How HOAs bill their Homeowners. To the right of this list is a photograph of a swimming pool. Below the links, there is a paragraph of text explaining that homeowners are members of the HOA and must abide by its rules. At the bottom of the page, there is a red button that says 'Click Here to Submit Your House Painting Request Online'.

**[www.CSCHOA.com](http://www.CSCHOA.com)**