

**COTTAGE MEADOWS HOA  
MEETING MINUTES  
October 9, 2023**

The meeting was called to order by Jordan at 6:05 PM.

Introductions of the Board of Directors & Alicia with Lighthouse Management (LH) were done.

A Quorum was not present at the meeting.

The 2022 Meeting Minutes were reviewed. None of the owners present had any questions or objections. The 2022 Meeting Minutes were approved.

Sidewalks in the subdivision were discussed again. The County is responsible for the sidewalks and have been contacted by the Board and management company. The County has looked at three areas that need to be fixed, but they will need to remove the trees that are near the sidewalks in order to make repairs or replace those sections. LH & Marie are still working on this but have not heard back from the County for some time.

Trimming of the trees along the streets is the HOA's responsibility. The HOA did receive a bid to cut/trim up trees in the subdivision for approximately twenty-four (24) trees. The Board will most likely completely this project in sections to spread out the expense; Starting with the trees that present a safety issue and then do the rest of them later. The first half will probably be done in the spring/early summer of next year (2024). An owner suggested getting a bid to treat the trees that were not going to be removed. Brian did ask for an estimate on treating the trees from Alpine, but they have not yet gotten back to him. The Board can look into that again (in the spring) but funds are limited.

Xeriscaping the small grass areas between the sidewalks & the street was discussed again. The Board has been discussing removing the grass from those areas to save on maintenance costs for some time now. Some areas are not watering correctly & those areas are always getting damaged and to fix everything correctly would be very expensive. The Board would look at doing different sections at a time to spread the cost out a little. It was discussed to rock those areas with a nice rock such as a tan granite or blue-black basalt about 1 ½ inches. Owners all agreed that it river rock should not be installed. Those areas would still need to be included in the maintenance contract to have the weeds maintained.

Fall Clean Up reminder: The HOA is in the County, not in the City. Owners cannot put the leaves in the gutter. The HOA is talking to landscapers to see if they would be willing to clean up leaves for the owners & how much that would cost. Once the Board has that information, they will send out an email to all the owners.

The common driveway maintenance still needs to be budgeted for as they are the HOA's responsibility. It's been approximately seven to eight (7-8) years since the last time they had any maintenance done.

The proposed 2024 Budget was discussed. The biggest expense is the irrigation maintenance. The Board had to purchase a new pump and the fiber optic company came in and damaged some of the irrigation. The HOA is trying to recoup some of those funds for the repairs but so far have been unsuccessful. Approximately \$500-\$600 in damage was done.

In the future Jordan wants the common drives as a liability so that it's already accounted for. The 2024 Maintenance contract was signed with Maple Leap Landscaping. There is another slight increase from the 2023 contract, which was \$8300.00 to the 2024 contract which is proposed at \$8500.00. That could change, depending on the cost of fertilization etc.

Jordan tries to keep 20% of the budget in the bank account which is approximately \$2,000.00. However, it would only take having to replace the pump before the account is completely depleted. The Board is proposing another 25% increase to help with cost increases & to build the reserve fund. A 25% increase would take the current annual assessment from \$325.00 to \$468.75. The Board tries to cut costs where they can and Brian does a lot of things in the neighborhood, so expenses do not increase.

An owner wanted to know if the dues can be split in half. Jordan stated that the dues are billed in January & they are not due until March, so owners have approximately 3 months to pay. If any owner needs to set up a payment plan, they can contact Alicia with LH or himself. Since the Board was not proposing an increase over the allowed 25% increase, the Budget does not have to be approved by the owners.

Scott asked about a pump house and when one would be installed. The Board has a roof but has not yet gotten the rest of the materials; The plan is still to cover the pump.

Election of Officers: Marie will no longer be on board. There's not a lot to do as the management company does most of the work. Debbie volunteered & will get with LH to give contact information.

Scott asked if the website could be updated; LH is working on it.

Joran gave all the owners his phone number in case they need anything.

The meeting was adjourned at 7:00pm