

Meeting of the Board of Directors  
Cottages at Crescent Park HOA  
DATE: 28 April 2021  
3:30 pm – 5:00 pm  
Virtual Video Meeting

Present: Officers: Christina Simpson, Steve Denman, Ann Fazzini  
Residents: Richard Smith  
HOA Management: Ron Kahn  
Reported by: Ann Fazzini, Secretary  
Date of Report: April 28, 2021

I. Call to Order & Roll Call - The meeting was called to order at 3:30 p.m. and a quorum was present.

II. Approval of Meeting Agenda - Christina made a motion to approve the agenda. Steve seconded. Agenda was unanimously approved.

III. Open Forum - None

IV. Approval of Minutes from Jan 27th, 2021 Board Meeting - Christina made a motion to approve the minutes. Steve seconded. Minutes were unanimously approved.

V. Review of 2021 Year-to-Date Financials – Various line items of the budget were discussed, as well as the amount of funds in the reserve account.

VI. Old Business

- a) Arrowhead Update: Arrowhead has assigned us a new Account Manager, Seth Halliman. He has been with Arrowhead for several years, and is familiar with the company. Ron spoke with Seth this morning and went over concerns with the snow invoices and damage to parking bumpers that occurred during recent snow removal. Ron is going to schedule a Spring walk-through with Seth and the Board Members.

The Board also discussed Arrowhead's contract in general. Christina mentioned she found the names of several highly rated snow removal companies that we may want to use for snow removal in the future. The Board will consider obtaining bids from these companies.

- b) Pathway Lighting: The pathway lighting fixtures need bulbs replaced and some fixtures are damaged. Richard Smith has been performing maintenance on the fixtures, and he agreed to continue to replace bulbs, and to repair damaged fixtures that can be repaired. The Board discussed purchasing new light fixture, but decided to continue to maintain the existing light fixtures.

VII. New Business


- a) Funding Options: Snow removal invoices for February (\$1821) and March (\$6179.50) have created a budget shortfall. The Board has provided Arrowhead with our objections to the invoice amounts, and are waiting to hear back from Arrowhead as to what, if any, adjustments they will make to the invoices. In the meantime, in order to ensure a sound budget, the Board discussed various options for making up the shortfall and building up the reserve account. The Board considered several options: an increase to the monthly dues, a special assessment, and a bank

loan. The decision was made to hold a budget ratification meeting to obtain a vote to increase the monthly dues.

b) Scheduling Landscape Walk-Through: Tentative dates for the walk-through with Arrowhead were discussed, and Ron will reach out to Arrowhead to schedule.

c) Identification of Property repair needs: Sealing of some driveways, and repair of parking bumpers were discussed, removal of dead/damaged trees were identified as potential future repair needs.

VIII. Adjournment - Steve made a motion to adjourn the meeting. Christina seconded. The meeting was adjourned at 5:00 p.m.

  
\_\_\_\_\_  
Signature

July 29, 2021  
\_\_\_\_\_  
Date