

Subject: Weekly Update: Cotton Crossing 8/13/2021

WEEKLY UPDATE



COTTON CROSSING

Hello Board,

First, I'd like to apologize for not being able to provide you with my initial weekly update. Please know I'll normally send them each Friday but may send the weekly recap the following Monday in rare instances should I get pulled away from my laptop as was the case last week. What happened Friday was an unforeseeable interruption in the day.

As stated during our session last week, the weekly update is a recap of notable activity and progress from that week and is meant for you to view at a glance to be able to catch up on various items. I can adjust the weekly update to better meet the needs of the Board, i.e. if a Board prefers I simply list bullet points items vs what I currently deliver then I am happy to adjust my template. Your feedback is important to me.

During this first month with Goodwin, our Transitions team is communicating with our supporting departments to get all components setup, Billing has been creating each homeowner account with balance forwards; and our Compliance team will be engaged this week about the items we went over last week, see below under Compliance section of this update.

TAKEAWAYS FROM 8/12/2021 WORKSHOP:

- **2215 Gruene Lake Dr: Property line** unclear. Glen pointed out what he believes is a pin indicator right above the street drain, Ken wasn't so sure.

Manager to contact landscape company to ask for service map to see if the river rock strip is on the map and to ask that they spray **Roundup against the weeds**. The Comal County Property Record can be found at...

https://propaccess.trueautomation.com/clientdb/Property.aspx?cid=56&prop_id=18834&year=2021

- **Committees:** The Board is interested establishing Committee's for Social, Beautification, etc. Madison is a resource for this and the

Manager can help solicit for volunteers via email to have interested volunteers make themselves known. Committee's are a great way to promote fellowship among neighbors and may even help cut costs if there exists a body of volunteers who are willing to do misc tasks for the community instead of outsourcing each task to a commercial vendor.

PROJECTS:

- **Street Lights:** The Board says there are several lights that are being worked on. Seemed like approx. 5-6 lights. At least 1 pole is currently down while at a shop being fixed after being ran over at roundabout.

Manager to email Glen to ask for information about ballast replacement, something about named Mike who helps with matters related to these lights. Something about converting bulbs to LED as current bulbs burn out. Manager noticed all globes appeared to be extremely cloudy and may benefit from manual cleaning.

- **D&D Drainage Issues:** The Board identified this vendor as having done a conversion of plastic corrugated pipe tunnels to concrete after a portion of an open field collapsed.

Manager to contact D&D requesting information about the project they recently completed and to ask if they can provide the Board with an estimate to inspect all drainage tunnels to identify any others that may need to be converted to concrete so to proactively address these concerns and mitigate future sinking.

- **CCOA Email Domains:** Glen said he would help to create dedicated email addresses for Board members like Rachel.

- **CCOA Website TownSq:** Ken said he could add the TownSq link to the homepage to help drive homeowners to it.

Manager said he would provide the weblink to Ken...

<http://scca.sites.townsq.io/0>

- **Hanz Dr Runoff Issue:** The Board shared concerns about runoff of crushed granite/debris caused by sloped areas along Hanz Dr.

Manager will send a request to the landscape company asking that they provide pricing to accomplish two things, 1) remove runoff debris from street to intended beds, and 2) place stone barrier to prevent runoff in the future in specific areas where runoff is apparent as visible throughout Hanz Dr roundabout.

- **Reserve Study:** The Board is interested in having a full reserve study completed.

Manager said he would email them questions that the reserve study vendors will need to know to be able to provide pricing. Items include # of units (homeowner accounts), map of community identifying any HOA-owned elements including streets, walls, fences, monuments, structures, and anything that is owned by the association because those specific items will need to be inspected by the reserves study representatives. Manager has a list of firms he can engage to provide pricing.

COMPLIANCE ITEMS:

No major compliance issues, ask that homeowners be cited if lawn is overgrown. The Board may be interested in creating a violation enforcement resolution to better define the actions that will be taken against homeowners who fail to cure their violation within the allotted window of time.

- **2364 Village Path:** Property is overgrown front/back and appears to be abandoned.

- **2218 Gruene Lake Dr:** Property has overgrown vegetation in front yard.

ARCHITECTURAL COMMITTEE:

- **ACC:** Ken currently serves on the ACC and will need to step down 9/1/2021 pursuant to legislative update saying Board members may not serve congruent terms on the ACC; The ACC may appoint a replacement to fill Ken's seat.

Manager will email Ken for list of current ACC members so they can get setup in the review program offered by Goodwin.

THIS WEEK:

This will be a very packed week for me as I take steps to get all the items mentioned above going. Some items will require your input, so I will send standalone emails to the Board if I need specific information from you. Here are other things I'm doing this week...

- **Intro Emails to Vendors:** All vendors in the vendor list provided to us by Glen will receive an email introduction from me. If email isn't listed then I will call the number for them.

- **Landscape Vendor:** I will be reaching out to request 1) copy of service map, and 2) request feedback about requests that they use Roundup to hit weeds, and to provide pricing for the runoff situation at our Hanz Dr roundabout.

CONTACT INFORMATION:

Please know I am here for you!

- **Community Manager:** Matthew Perez, **210-447-5582** (cell/fax), Matthew.Perez@GoodwinTX.com
Contact me at my 5582 number during normal working hours M-F. You may provide my 5582 number to homeowners who need to reach us.

- **After Hours Emergency Number:** For exclusive use by Board members only, to report maintenance emergencies requiring immediate attention; This number is NEVER to be provided to homeowners as it's my personal cell phone. **210-993-2099** (cell/text).

All routine items that aren't urgent will be addressed during normal working hours and should be communicated to me via email or at my 5582 number.

Thanks for your partnership and thanks for all you do!

Best,



Matthew Perez

Community Manager

Goodwin & Company

OFFICE: 512-502-7500

CELL: 210-447-5582

Matthew.Perez@Goodwintx.com

11950 Jollyville Road

Austin, TX 78759