

Subject: Weekly Update: Cotton Crossing 9/10/2021

WEEKLY UPDATE
COTTON CROSSING

Hello Board,

I hope everyone had a great week.

UPCOMING BOARD MEETING: *NEXT WEEK!*

DATE: Wednesday, 9/15/2021

TIME: 6:30 p.m.

LOCATION: Coventry Model Home at 104 Gruene Haven, New Braunfels, TX 78132.

NOTICE TO COMMUNITY: Dispersed via TownSq 9/10. Reminder will go out on Mon, 9/13.

You can help strengthen our communication efforts by posting this meeting info on social media, on your CCOA website homepage, and even at mailboxes.

ARCHITECTURAL COMMITTEE:

- **Becky Blahnik:** In light of Texas Legislative changes that became effective 9/2021, members of the same household may not serve on both Board and ACC during congruent terms; this means either Mr. or Mrs. Blahnik will need to step down from their current role to allow the other to serve. I apologize for having to deliver this news. Becky may motion for an appointment for her replacement and that will need to be supported by Melissa and the Board.

- **Melissa Munson:** Ken's replacement is Melissa Munson.

- **Ed Bradley:** Ken nominated Ed to the ACC, this hasn't been formalized as of 9/10/2021.

Ebradley50@gmail.com

832-330-7467

COMPLIANCE – VIOLATIONS:

- **Upcoming Scheduled Drives:** Tentatively for **Thurs, 9/16**. Please note dates are subject to change sometimes.

- **Previous Drive:** 9/02.

- **Priority Items:** As provided by the Board and may be updated as needed in the future...

High Grass/Weeds. Weeds in rock beds.

Dead Trees.

Hedges/Shrubs trimmed.

Regular trash Tuesday, Recycling Thursday.

Placement of trash bins and BBQ pits, not an issue, do not write up.

Lawn Parking a concern and should be reported to NB Code Enforcement by the Board too.

- **Smartwebs...** <https://smartwebs.com/login/>

Username: CottonCrossing

Password: Goodwin123!

Please do not attempt to change the credentials. Smartwebs is the platform Goodwin uses to track, queue, and disperse notifications to homeowners about violation issues.

The above credentials will enable Board members to view what's in the Violations tab; Smartwebs is the platform the Compliance driver uses when uploading items to our *queue* and then to *print/dispersal* to homeowners.

- **Process for Violations:** The driver will perform the compliance visit in the community then upload all violations to a queue in Smartwebs for Goodwin's team to use when dispersing the letters to their intended recipients. Letters are released from Smartwebs daily, the latest when letters will be released from us is one business day following when violations are added to the queue for printing.

BOARD INPUT NEEDED:

- **2022 Budget:** Will the Board be creating the 2022 budget? If so, by when will it be ready for review. I'm always considerate of trying to adapt to the processes that have been in place with properties I'm new to so please let me know how I can help with this initiative.

- **Cheatsheet:** I sent the Board an email on 8/19 asking for help filling in the information in our Cheatsheet. SEE ENCLOSED for the cheatsheet. I need anyone to verify information and fill in any blanks to help us best serve CCOA. Thanks in advance.

- **Holiday Decorations:** The holiday season is around the corner; what is CCOA's plan for decorating both monuments? Most communities will decorate their entrance areas either through a committee or will hire a vendor to do this for them. Let me know if you want a quote to decorate both monument areas and I'll be happy to request a quote from Outdoor Décor, <https://outdoor-decor.com/>

THIS WEEK:

- **Committee Solicitation:** No change to our volunteer list, see enclosed. Eblasts went out on 8/24, and again on 9/02. I also pinned the solicitation on TownSq. Madison was working to print the solicitation and tape them at mailbox areas. We either don't have a lot of volunteers or people just aren't

NEXT WEEK:

- **TownSq Architectural Review:** I've created an application form for Cotton Crossing with Goodwin's info on it. It will go live next week on TownSq following our Wednesday 9/15 meeting; I'll put together an email blast that we'll send out driving homeowners to utilize TownSq for ACC needs; they may also be sent directly to me or Goodwin for processing as well.

PROJECTS:

- **Hanz Dr Runoff Issue:** I sent this request to Liberty. Tray has been out of pocket as of 9/03 and is recovering from an injury but said he'll work on this as soon as he returns. Scope includes removal of debris/crushed granite from streets and replenished at intended beds, the installation of stone or another barrier material recommended by Tray and that he indicate on aerial map where these barriers would go. Will share his proposal with the Board upon receipt. I asked that he have it to me within the next two weeks but that's flexible unless you need him to provide this info sooner.

EMAIL BLASTS:

A running list of what I've dispersed; please make suggestions on what else you want going out and I'll be happy to help you create those eblasts...

- 9/10: Board Meeting Notice, 9/15/2021

- 9/02: Volunteers Needed – Committees

- 8/24: Volunteers Needed – Committees

- 8/06: Management Change (Goodwin & Company)

ENCLOSED:

- Cheatsheet, Board input requested

- Committee List as of 9/10/2021, I will update as I receive volunteer information

- Board Meeting Notice for 9/15/2021 with agenda, and 6/2021 minutes

- 2021 Legislative Update Presentation as provided by Goodwin, as FYI

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

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