

CORTESSA COMMUNITY ASSOCIATION  
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Open Session Meeting Minutes  
Tuesday, October 15, 2019  
Mountain View Elementary School – 7 PM

BOARD MEMBERS PRESENT:

James Gallagher  
Jeremy Bethancourt  
Mark Sopu

MANAGEMENT PRESENT:

Peri Swenson  
Jaime Allen

- I. Meeting was called to order at 7:04 PM.
- II. Appointment to the Board and Offices –We did not have quorum for a second month to hold the annual meeting and election. Motion made by James Gallagher, second by Mark Sopu to re-appoint Jeremy Bethancourt to the board for a 3-year term. Another motion was made to keep Board offices the same as previous positions by Mark Sopu, second by James Gallagher. Unanimous approval for both motions.
- III. Review and approval of the Board of Director Meeting Minutes from September 17, 2019. Motion for approval made by Mark Sopu, second by Jeremy Bethancourt. Unanimous approval.
- IV. Caretaker Landscape Maintenance - Ryan Bibich and Carson Brown from Caretaker were present to address the landscape maintenance plan and give updates on projects.
  - a. Review and approval of large tree trim. Carson stated we have roughly 4,000 trees. They are going to prune 500 trees at \$80 per tree. They are going to trim the most overgrown trees first and thin them and then trim them up 10 feet from the ground. Motion made by Jeremy Bethancourt to have the 500 trees trimmed, second by Mark Sopu. Unanimous approval.
  - b. Review and approval for turf pre-emergent – Cool season weeds now need to be addressed. Motion to move forward on the pre-emergent by Mark Sopu, second by Jeremy Bethancourt. Unanimous approval.
  - c. Review of Sisso tree removal project. Caretaker will poison, cut down the tree, remove visible roots, grind the stump, and then plant a new tree. Price negotiated from \$1,000 a tree to \$700 a tree. Caretaker has given the Board flexibility to modify then number of trees as our budget allows to go above or below that number. Motion was made by Jeremy Bethancourt for 25 trees per quarter, second by Mark Sopu. Unanimous approval. Caretaker to revise original proposal for signature at the November meeting.
  - d. Smart clocks – The smart clocks are going to cost less than we budgeted for and are already in the budget. Instead of costing us \$1,500 a month, the cost will be \$750 a month for the cellular and I-cloud account. The clocks can be installed in about a month and will be ready for use at the first of the year.
- V. Review and acceptance of Income Statements dated September 30, 2019. Motion for acceptance made by Mark Sopu, second by Jeremy Bethancourt. Unanimous acceptance
  - a. Invoice approval- 2 invoices from Caretaker for irrigation repairs and storm damage cleanup. Motion for approval made by Jeremy Bethancourt, second by Mark Sopu. Unanimous

approval.

VI. Old Business:

- a. Approval of 2020 Operating Budgets - The association is going to absorb the \$1.50 increase for WM service per house, per month and reduce the number of trees trimmed in the large tree trim project to balance the budget. This will allow us to not increase dues for 2020.
- b. Palm tree trim - completed

VII. New Business:

- a. Review of proposal for woodchip refresh at tot lots – We will realize a huge savings in labor due to the woodchips being blown to distribute the chips rather than by manually spreading the chips. The depth of the chips will be 2 inches from the top or the surrounding sidewalk. Motion made by Jeremy Bethancourt to accept the proposal, second by Mark Sopa. Unanimous approval.
- b. Additional work at splash pad – Touch up work will be done at the end of the season. This is warranty work performed at no cost to us and a fence will be erected and a guard will be posted until the repair dries.

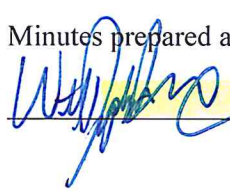
VIII. Pending items:

- a. Resurface basketball courts
- b. Fence damage at Perryville Rd.
- c. Reserve study updates
- d. Concrete R&R These items are in the 2020 budget.

IX. Open Discussion. Question on parking. There is no on-street parking in Cortessa. RV access strips can only be used to access the rear yard. Parking on the strips is not allowed. Driveway extensions may be up to 10' in width and a 1' minimum from the lot line for those that wish to submit to widen their driveways.

Adjournment: Meeting adjourned 7:59 P.M.

Minutes prepared and submitted by Mark Sopa, Secretary



Minutes Approved / Date