

***Cottonwood Flats
Homeowner's Association***

Annual Member Meeting
Monday, January 25, 2016 – 5:00 pm
Grand Teton Property Management

MINUTES

Board Members

Scot McClone

Gabe Klamer

Sue Ernisse

Meeting Attendees:

Lisa Carpenter

Crystal Creek Capital (x 23)

Keith Cozzens

Sue Ernisse

Nicholas Farney

Matthew & Anne Hazard

Heather Joy Harrington

Vincent Kash

Cheryl Katz

Gabe Klamer

Joseph Knobe

Andrew Miller

Dan Nelson

Elvis Olais

Lana Wray

Others:

Demerie Northrop, GTPM

Proxy:

Nicole Brunner

Nancy Clancy

Kelly Clay

Sara Fagan

David Leitch

Phil Lowe (x2)

Armando Menocal

David Palmer

Jenalee Schupman

Lauren Turner

1) Welcome and Introductions

The homeowners introduced themselves to one another and Demerie Northrop from Grand Teton Property Management called the meeting to order at 5:07.

2) Determination of Quorum

With 48 homeowners represented either in person or by proxy a quorum of 25% (of 65 units) was met.

3) Approve Meeting Minutes – January 8, 2015

Dan Nelson moved to approve last year's minutes. Lisa Carpenter seconded the motion. All voted in favor.

4) Financial Report

a. 2015 Financials

Demerie Northrop reviewed the financials going through each line item. There was an overage in several items within the budget relating to the addition of new, completed and occupied units. The budget for 2016 will account for these added expenses. There was a positive variance in snow removal (as there was not a large amount of snow fall in 2015) and in ground maintenance, repairs and supplies. The budget was exceeded due to the staining project not being accounted for within the budget and just coming from the reserves.

Gabe Klamer moved to approve the financials. Heather Harrington seconded the motion. All voted in favor.

b. 2016 Budget

The board did not propose an increase in dues, as the remaining units will be completed and be collecting dues before the end of the year. The budget was adjusted for an increase in operating expenses as a result of the additional owners moving into completed homes. Lana Wray moved to approve the 2016 budget. Sue Ernisse seconded the motion. All voted in favor.

5) Old Business

a. Deck Revive/Staining Project Update

Gabe updated the homeowners on the staining project for the HOA. Over the spring/summer, 16 units were stained. This year, block 6 is slated for staining – this is also 16 units, as it was the next completed phase. When the units were initially built they had only been given a single coat of stain which is why they are already in need of additional stain. The homes built more recently were given two coats at the time of construction, so there will be less need for this to be done as quickly.

Jeff Anderson will assess the need for the decks and porches to be treated with Deck Revive and will apply it to those in the most need.

b. Landscaping Review

Maintenance Specialists had originally been hired to do all of the landscaping on the property. However, they were not doing an adequate job with irrigation and did not spray for any weeds causing the board to make some adjustments. Sprinkler Specialists were brought in to handle all irrigation and the weed spraying was also hired out. It is the goal of the board moving forward to get several bids from contractors to do the entire landscaping at the property and to get ahead of the weeds this spring. There were concerns raised by the homeowners about the dead and dying trees and the sod that never took. These items will be reviewed with the landscaper in the spring so a plan can be formulated to remedy these problem areas. Homeowners would like to see one single company hired to do all the work for the sake of consistency and accountability.

6) New Business

a. Street parking

Gabe discussed the history of wanting to have street parking limited. The town had originally stated they would paint and post signs based on the HOA's suggestions. However, that changed and it will now be necessary to take these requests to the town council for approval. It is important to have areas marked for fire hydrants and wheelchair accessibility ramps as well as providing ample turn radius at the intersections.

b. Review HOA rules

The board reviewed the rules and found that some changes may be necessary. Regarding boats, the preference is to have them parked in the driveways and not in the streets.

c. Dog waste continues to be a problem. The issue is with tenants and people who don't live in Cottonwood Flats not cleaning up after their dogs. Vince suggested implementing a fine system. The residents would also like to see some mutt mitt stations and trash cans placed around the property, especially in close proximity to the bike path.

It is important for the owners to share the rules and regulations with their renters, as most of the infractions are coming from them. When the board revises the rules, GTPM will mail them as well as have them posted on all doors to try and reach owners and tenants alike. Ultimately, violations and subsequent fines will fall to the owner.

The board also recognizes the difficulty of storing trash cans in the garage as required in the rules. They will change that rule. Some homeowners have been sharing a trash can to save on space and expense. If owners would like to share their trash can, please contact GTPM to have the extra can picked up and the fees will be adjusted from Teton Trash accordingly.

d. Park design discussion

Demerie reviewed the results received on the park survey, to date. Of the 18 responses received, 8 owners are in favor of installing something in the open space and 9 would like to leave it open. There was 1 non-response to this question. There were 11 votes for open space, 6 votes for a playground, 3 votes for picnic tables, 4 votes for guest parking spaces. GTPM will create a follow up survey based on these results to send to owners to get a consensus on what to do with the space. Due to the fact that the subdivision was platted to include a playground, any change from that will need to be submitted as an amended plat and specs. Owners would like to see this happen as soon as possible and would like the storage/staging area to be removed and cleaned up as soon as possible.

7) Adjournment 6:18

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