

THE TIMBERS AT GRANITE RIDGE HOMEOWNERS ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
PO Box 2282, Jackson, WY 83001
(307) 733-0205 Fax (307) 733-9033

2017 Annual Meeting Minutes
August 11, 2017 at 11:00am
The offices of Grand Teton Property Management

Attendance:

Present: Beth Burrough

Present by Conference Call: Michael Hartley, Barbara Sedlin, Bill O’Gara,

Quorum present: Yes (4), reconvened meeting after 15 days written notice, quorum of 35% (3) is needed.

Others present:

Grand Teton Property Management (GTPM) Nina Ruberti

2. Call to Order

Nina Ruberti called the meeting to order at 11:03am.

3. Financial Review

- a. Review of the 2016 Income vs. Expense.
- b. Review of 2017 Proposed Budget
Current Balances: Operating Account - \$10,448.81
Reserve Account - \$115,127.34
Motion to approve 2017 budget as proposed with the 10% dues increase and 10% maintenance reserve deposit: Michael Hartley, Bill O’Gara 2nd; no objections. All were in favor.
- c. Long Term Maintenance Plan

4. Old Business

- a. Completed Maintenance Projects
 - i. Deck Staining – completed September 2015
 - ii. Tree Trimming – completed September 2016
 - iii. Chimney Sweep – completed 1st week of May

5. New Business

- a. 2017 Potential Projects
 - i. Deck Staining – Archive Finishing scheduled September 5, 2017
 - ii. Due Increase – Michael Hartley motioned to increase the dues by 10% of \$800 to \$880 effective September 2017. Barbara Sedlin 2nd the motion. All were in favor. GTPM will get a roof estimate for replacement and short term repairs so they can amortize the dues needed to cover the costs. This will be discussed in January at next meeting.

- iii. Michael Hartley recommends the board schedule the annual HOA meeting in January 2018 to discuss the budget earlier in the year.
- b. Election of Directors –Mike Hartley motioned to elect the existing board of Directors and to add a new director, Bill O’Gara seconded. All were in favor. No objection. Beth Burrough would like to join the board. GTPM will review CC&R’s and contact Frank Hess.

6. Other Business

- a. Jorgensen’s Associates Report of Roof & Driveway Drainage
 - i. 3084 Garnet -Jorgensen’s Associate reviewed the roof drainage issues from 3084 Garnet and determined in order to prevent the draining off the roof which is causing ice formation on the driveway during the winter is to install a roof gutter to collect the water as it leaves the roof surface. The roof gutter should drain into a downspout pipe that will deliver the water to a 4” minimum diameter PVC pipe that will be routed underground and drained to daylight on the south end of the property. Jorgensen also recommended installing 4 inches of insulation board over the pipe to prevent the drain water from freezing during the cold months. We advise not routing the roof drainage to the sewer piping in the driveway near the location of the work we are recommending
 - ii. 3070 Garnet – Jorgensen’s Associates confirmed the steel edge metal separating the asphalt of the driveway and the landscaping is preventing all of the water on the driveway from draining into the area drain. They recommend removing the section of edge metal between the drain and the driveway and cleaning the overgrowth off of the drain to allow the water on the driveway to flow into the drain. Jorgensen’s does not recommend adding asphalt to the driveway to change the grading as issues with the added layer may arise in the future. An additional drain on the other side of the driveway would be an unnecessary expense as the water drains away from that side. The least invasive option would be to dig up the existing drain and move it down to be about one inch below the surface of the driveway. This will allow for a better path for the water to flow off of the driveway. We still would like something done with the steel edge metal as it extends above the driveway surface. The edge metal is not allowing water to leave the driveway and flow to the landscaping where it can freely drain into the soils.

7. Adjournment

With no further discussion, the meeting was adjourned at 11:43am.

Respectfully submitted,

Nina Ruberti
Grand Teton Property Management