

HILLSIDE TOWNHOMES HOMEOWNER'S ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
610 W. Broadway, Suite 203, Jackson, WY 83001
(307) 733-0205 Fax: (307) 733-9033

2021 Annual Homeowner's Meeting Minutes
September 14th, 2021 at 12:00 pm
Held Via Zoom

1. Attendance

Present: Pamela Stockton, Jennifer Davis, Nancy Peak, Betty Terrill, Joan Baldwin, Bruce Hawtin, Rusty Brown, Kyle Mills, Richard Brown

Present via Proxy: Alexis Dittmer (proxy to Joan Baldwin)

Others Present: Tucker Olsen and Tina Korpi with Grand Teton Property Management

2. Reading and Approval of the 2020 Annual Meeting Minutes

Bruce Hawtin motioned to approve the 2020 annual meeting minutes. Nancy Peak seconded. There were none opposed. *The 2020 annual meeting minutes were approved.*

3. Financials

- ***Review of 2021 Actuals vs. Budget***

Tucker reviewed the 2021 YTD actuals. All expenses were in line with the budget with the exception of irrigation which went over budget due to several repairs that needed to be made. At the time of the meeting, the association had taken in \$67,614 and had expenses totaling \$62,877 for net income of \$4,736. The operating account had \$10,524 and the maintenance reserve had \$131,055. Those in attendance asked for the financials to be presented on a 12 month basis rather than a YTD basis.

- ***Review of the 2022 Proposed Budget***

Tucker reviewed the 2022 proposed budget. The budget included no changes. Joan Baldwin motioned to approve the proposed 2022 budget. Bruce Hawtin seconded. None were opposed. *The 2022 budget was approved.*

4. New Business

- ***Deck Replacement Protocol***

Decks are considered limited common area. Kyle Mills deck is getting to be into rough shape. Decks must be replaced in their original specs including size and materials. The decks are covered by the HOA. Some of the decks need work and some just need maintenance. Anyone who would like to change the materials of their deck they would be responsible for that expense and future maintenance and must be approved by the board prior to any changes. Kyle will try to get bids from contractors to replace the deck.

- ***Plan for Staining of the Building***

Mark Franklin is scheduled to stain the decks in spring of 2022. In fall of 2021 the chimney chases will be painted. The south exposure walls are also due and could be done in 2022.

- ***Roof Replacement Plan***
Intermountain roofing is doing maintenance on the roof as well as inspecting them. Based off of the report that Intermountain Roofing delivers to the HOA will help guide the association as to how and when the roofs need to be replaced. Kyle Mills asked if we had any idea of what it would cost to replace the roof. At the time of the meeting Hillside HOA was not able to obtain a bid for replacing the roof. Those in attendance felt that it was prudent to get a bid from a roofing company and to get the roof scheduled for replacement in the next 2-3 years. Financing the project through a bank loan is an option for funding the project.
- ***Heat Tape***
The Heat Tape was scheduled to be inspected by the electricians on September 21st to ensure the functionality of the heat cables. Throughout the winter residents are encouraged to keep a close eye on the heat tape to see if it is functioning. Tucker will ask the Grounds person to keep an eye on the ice dams when he does his checks.
- ***Parking***
Vehicles need to be moved when it snows to allow for efficient plowing. The member requested that the fall notice include a statement about residents needing to move their vehicle when it snows. Those in attendance asked Tucker to include in the fall letter that vehicles are to be removed when it snows to allow the snow removal vehicles to work efficiently.

5. Election of Directors – 2 year Terms

Bruce Hawtin motioned to elect Bruce Hawtin and Jennifer Davis for an additional term. All were in favor. The directors are as follows.

- Bruce Hawtin up for reelection in 2023
- Jennifer Davis up for reelection in 2023
- Betty Terrill up for reelection in 2022
- Rusty Brown up for election in 2022

6. Adjournment

With no further discussion the meeting was adjourned.

Respectfully Submitted,

Tucker Olsen

Homeowners Association Manager