

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

Annual Member Meeting
October 25, 2022 – 5:30 pm
Zoom Meeting
Meeting Minutes

Board Members

David Hardie Nicole Brunner

Meeting Attendees:

Margi Barrie
Noah Barnhart
Robin Christensen
Sean Brennan
Nicole Brunner
Anne Bowen
Mark Berry (x8)
Sue Ernisse
Tom Hartnett
Cheryl Hubbell
David Hardie (x4)
Kevin Lind
Vince Kash
Armando Menocal
Dan Nelson
Elvis Olais
Kenny Phillips
Jenalee Schupman

Others:

Tina Korpi, GTPM
Edye Sauter, GTPM

Proxy:

Marilyn Hoffman Taylor
Lansworth Johnson
Matthew Costello
Tamara Kachiuri

1) Welcome and Introductions

Edye Sauter welcomed everyone and introduced herself and Tina Korpi from GTPM, and the current board of directors.

2) Determination of Quorum & Call to Order

A quorum (25%) was established with 32 of 65 units in attendance or represented by proxy. The meeting was called to order at 5:34

3) Approve Meeting Minutes – November 10, 2021

David Hardie moved to approve the 2021 Annual Meeting minutes. Sean Brennan seconded the motion, all voted in favor.

4) Old Business

a. Tree replacement and trimming

Edye Sauter reported that two trees were replaced this summer and the landscapers trimmed willows and trees that had overgrown.

b. Water conservation

Edye noted that the Town of Jackson sent a request regarding water conservation and that the irrigation does not occur between midnight and 4 am. Lawngevity changed irrigation to every other day and the start times for the irrigation per the request from the Town of Jackson.

5) New Business

a. Nikki Brunner explained that the Board has been working on drafting a letter to send to the Town of Jackson to propose one side of street parking for safety and to reduce congestion. The members discussed the congestion, safety for children and emergency vehicle access. A member asked if the owners could have input on which side of the street would have the parking. The members discussed asking the town to increase the no-parking red zone on Whitehouse Drive as it is hard to see when exiting the neighborhood. If any homeowners have comments or suggestions, please send them to GTPM and Nikki Brunner is happy to meet with any owner.

b. Armando Menocal and Vince Kash asked if the Board could look at the rules & regulations and update any out of date rules.

c. Vince Kash discussed the possibility of having a fence installed around the perimeter of the HOA.

d. Sean Brennan wanted to know if the HOA could ask the town to change the acorn street lights to downlights to be dark sky compliant.

e. The members discussed creating a survey to send out to gain more information from owners.

6) GTPM update

Edye Sauter talked about snow removal and reminded homeowners to not park on the streets, driveway aprons, sidewalks, or grass areas. She noted the Town of Jackson plows the streets and hauls off excess snow in the winter and they have to do this in the early morning hours. Lawngevity will also provide snow removal for roofs as necessary this winter. Edye reminded owners to have their dry vents inspected/cleaned, close crawl space vents for winter, check smoke detectors, and do any other necessary maintenance.

7) Financial Report

a. 2022 Financials

Edye Sauter reviewed the year-to-date financial statement and indicated that all owners were in good standing with their dues. Edye noted the water meter was replaced in August 2022 and the HOA is now being charged for irrigation water. Edye noted as of 9.30.2022 total income is \$200,645 and the total expenses are \$198,585 with a net income of \$2,059. As of 9.30.2022 \$37,933 has been placed in the maintenance reserve deposit.

b. 2023 Budget

The Board members presented a proposed 2023 budget. The budget has an increase in dues from \$315 per month to \$333 per month to adjust for the increase in lawn care, trash removal, snow removal, management fee, accounting and insurance expenses. The areas in the budget that are difficult to plan for will be snow removal, lawn care and water as we do not have the next year's contracts at this time. Tina recommends having a capital reserve study prepared to have a guide to build reserves for capital expenses. The members discussed having the monthly dues increase by \$5 per month to cover the cost not to exceed \$4000 for a capital reserve study. Margi Barrie made a motion to approve the 2023 budget with HOA dues increase to \$338 per month per unit for the increased expenses and the capital reserve study. Cheryl Hubbell seconded the motion. Armando Menocal and Vince Kash opposed, and all others voted in favor. Motion passed.

8) Election of Directors

~ David Hardie's seat is expiring, and Nick Fouts resigned. David Hardie is willing to re-run. Margi Barrie offered to run for election. Tommy Hartnett made a motion to elect Margi Barrie to replace Nick Fouts for the 2-year term and re-elect David Hardie for a 3-year term. Sean Brennan seconded the motion. All voted in favor. Motion passed.

Board of Directors

Margi Barrie term expires 2024

Nicole Brunner term expires 2023

David Hardie term expires 2025

9) Adjournment 6:50 pm

Respectfully Submitted,

Edye Sauter

Grand Teton Property Management