

Cottonwood Flats
Homeowner's Association

Annual Member Meeting
Monday, October 28, 2019 – 5:00 pm
Teton County Library Ordway Auditorium
Meeting Minutes

Board Members

Robert Mack Sue Ernisse

Meeting Attendees:

Anne Bowen
Morgan Carrig
Robin Christensen
Dennis Conley
Jaimeson Fisher
Sue Ernisse
Joseph Gagnon
Wesley Gano
David Hardie (x4)
Elvis Olais
Linda Moyer
Robert Mack
Krista & Jenalee Schupman
Daniel Nelson

Others:

Tina Korpi, GTPM
Demerie Northrop, GTPM
Doug Henderson, GTPM
Edye Sauter, GTPM

Proxy:

John Costello (x2)
Alice Fischer-Colbrie
Vincent Kash
James Linton
Noah Barnhart
Armando Menocal
Ski Lake Partners

- 1) Welcome and Introductions
Tina Korpi welcomed everyone and introduced herself, the board, and the staff from Grand Teton Property Management. Everyone in attendance introduced themselves.

- 2) Determination of Quorum & Call to Order
A quorum (25%) was established with 25 of 65 units in attendance or represented by proxy. The meeting was called to order at 5:02

- 3) Approve Meeting Minutes – November 8, 2018
Daniel Nelson moved to approve the 2018 annual meeting minutes. Dennis Conley seconded the motion, all voted in favor.

- 4) Old Business
Tina Korpi advised homeowners that there were some larger maintenance projects that the board has been discussing, working on and collecting bids for the coming year. There have been no decisions made in this regard, but the board wanted to keep owners apprised of the ongoing maintenance issues.

a. Deck Project Update

The replacement of the decks has been a topic of conversation for a while and while the structure and stability of the decks are in good shape, there is a clear maintenance issue concerning the painting and exterior appearance of the decks. The board has investigated options to replace the decks with a composite material (like Trex) which would cost about \$179,000 (approximately \$2,700/unit) or with cedar which would cost about \$175,000. The replacement with cedar didn't make sense to the board since they would have similar annual maintenance requirements that the Trex would not present. It is the position of the board that the decks be stained this coming year as there are other larger issues the HOA will need to take care of and then they can look at the replacement of the decks in future years.

b. Staining of Buildings

The staining of the buildings has been deferred for a couple of years and it has come to be time for them all to be treated so the siding isn't damaged from exposure. The board has received bids to paint all the buildings next spring at a cost of about \$200,000 for all 65 units to be stained (approximately \$3,077/unit). Current bids will be requested over the winter so the work can be done next year.

c. Building Condition Report/Ice Dams

2018-2019 was a long and hard winter for Jackson Hole. There were 17 units that reported water damage over the course of the winter. The insurance company graciously counted this as one occurrence and the HOA only has one deductible to pay, saving \$16,000. Once the snow had melted the board hired a building scientist, Scott Poulson from Resource Efficient Solutions to look at the units that had ice dams and water damage to help determine the cause and a solution to the problem. The HOA is waiting for his conclusions where he will also provide a scope of work to help prevent future issues. The cost of work is unknown currently. Generally speaking, some of the buildings have insulation and ventilation issues. The unit is losing heat which melts the snow and results in water running down the eaves in the valleys of the buildings. This then freezes up and the cycle continues building up an ice dam in the process. The HOA will be more aggressive in shoveling roofs this winter to try and mitigate the build up of the ice dams, but if an owner has a leak, they are asked to mitigate the interior damages as much as possible and notify GTPM right away. The units with ice dams depended on the "type" of building it was and the exposure it had to the sun. Different buildings presented different types of issues that caused the leaks and ice dams; there is not a "one-size fits all" fix. Robert Mack added that the board is attempting to come up with a solution and be proactive, but it could be complicated and expensive. Sue Ernisse added that the board is not interested in a band-aid solution but wants to fix the problem for good in an effort not to throw "good money after bad." Owners are encouraged to keep the blinds open in the daytime and use the kitchen hood and bathroom vents as often as possible.

5) New Business

~ There is a report of unruly tenants living in 1827 Josephine Loop. Tina Korpi wanted to remind owners that there are some issues that warrant calling the police and filing a complaint. The property managers for the HOA are not equipped to handle late night parties and noise, and in those instances, a call to 911 would be best. However, if you do report happenings to the police, she would ask that you advise GTPM of the matter the following day so records can be kept, and owners can be notified of issues with the tenants.

6) Financial Report

a. 2019 Financials

Tina Korpi reviewed the year-to-date financial statement indicated that all owners were in good standing with their dues and the HOA has collected \$178,128 in income so far this year. There have been a few line items within the 2019 budget that she highlighted. The maintenance and repair expenditures so far total \$5,809. \$3,000 of that amount was to thaw three frozen water lines over the winter (1258 Allen, 1262 Allen and 1815 Josephine). Owners are reminded to please keep water flowing in the event they leave the house for an extended period to try and prevent water lines from freezing up in the winter months. The irrigation expenses totaled \$12,899 as a result of the clocks needing to be replaced over the summer. The original manufacturer is no longer in business, so it was necessary to replace the components as parts and services were no longer available. Snow removal totaled \$36,854 (\$15,000 of that was for roof shoveling). Due to the excessive costs over the winter, the HOA gave every owner a \$400 special assessment to help offset the expenses for snow removal. The insurance line item also exceeded the budget as the board increased the building limits over the summer resulting in a higher premium. There were concerns that the buildings did not have enough coverage in the event of a large loss. As such, the coverage went from \$250/ square foot (\$21 million in coverage) to \$350/square foot (\$29 million). The deductible increased from \$1,000 to \$5,000 per occurrence to reduce the premium but that cost increased to \$41,752 annually. The increase was assessed on a pro-rata basis as it occurred mid-policy.

To date, \$34,425 has been deposited into the maintenance reserve account.

Currently, the operating account has a balance of \$25,600 and there is \$90,000 in the maintenance reserve account.

b. 2020 Budget

The board would like to continue building the maintenance reserve account as many expenses are coming up for the HOA. They are proposing an increase in dues from \$236/month per unit to \$275/month. There are also increases in the operating budget which required an increase in dues as well. The management fee is being increased slightly as is the maintenance and repairs line item, insurance, trash removal and snow removal. The snow removal for the past three years has averaged to be approximately \$23,000. As this year's winter snow accumulation is an unknown, the board wanted to prepare for more expenses in this area rather than having to special assess owners again next spring. The board

acknowledges that there may be a special assessment coming in 2020 but more information about the buildings will need to be gathered and bids collected first. In the event of a special assessment, a special meeting will be called for all owners and information will be provided in advance of that meeting. It may be necessary for the HOA to get a loan for the work to be done, similar to a construction loan. More information will be provided if this is something homeowners will need to consider.

Dennis Conley moved to approve the 2020 proposed budget with the increase in dues. David Hardie seconded the motion, and all voted in favor.

7) Election of Directors

~ Robert Mack's seat is expiring. All those in attendance voted to reelect Robert to another 3-year term on the board.

8) Adjournment 6:17