

10 & 20 PIONEER LANE HOMEOWNERS ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
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2020 Annual Members Meeting Minutes
Thursday, May 28, 2020 at 10:00am MST
Zoom Meeting Hosted by Grand Teton Property management

1. **Attendance:** Carolyn Worth, Pat Harris and Monte Merz
Others Present: Tucker Olsen and Tina Korpi with Grand Teton Property Management.
2. **Reading and Approval of the 2019 Annual Meeting Minutes**
Pat Harris motioned to approve the 2019 minutes. Carolyn Worth seconded. None were opposed. *The 2019 minutes were approved.*
3. **Financials**
 - a. **Review of the 2019 Income vs. Expenses**
Tucker Olsen reviewed the 2019 actual income and expenses. The total operating revenue for 2019 was \$94,265 which included income from a staining special assessment of \$25,554, the fire suppression special assessment of \$11,000 and a snow removal special assessment of \$8,000. The total operating expenses were \$97,265 which included the staining expense of \$48,832. The operating account balance was \$4,517.83 and the maintenance reserve balance was \$17,650.35 as of 5.1.20. Parking lot sweeping went over budget due to the amount of sweeping required to clean up the sand. There were also several repairs for the irrigation which caused irrigation to exceed the budget.
 - b. **Review of the 2020 Proposed Budget**
Tucker Olsen reviewed the 2020 proposed budget. Noting that the tax expense went down by \$2000 as well as lawn care by the same. The insurance expense increased and the board asked GTPM to shop for other options. The Board acknowledged the need for an increase to meet operating expenses and also that they would like to see the expenses stay under control.
Pat Harris motioned approve the budget with a 10% increase in dues. If snow removal expenses are excessive tax expense would be special assessed. Carolyn Worth seconded. All were in favor.
4. **New Business**
 - a. **Fire Sprinkler Inspection Report**
The fire inspection report indicated that all systems passed the inspection.
 - b. **Windows**
The board determined to have the exterior of the windows cleaned and not have the interior cleaned until further notice.

5. Old Business

a. **Painting of metal beams and staining of building**

Greenway Painting painted the metal beams and stained the buildings in 2019 for \$37,000.

b. **Flooding/Drainage issue**

In 2019 there was some ground water that made its way into the building and leaked into the apartment in 20 Pioneer. The leak did not reoccur in winter 2019/2020. In 2019 GTPM caulked the seam along the building and driveway, filled in a depressed area with foam and sprayed flex seal both along the seam and over the foam. It is important that the snow not be stored in the parking area. GTPM will monitor the condition of the caulk and the foam.

c. **Fire Suppression Maintenance**

The fire suppression system received a major overhaul in 2019 costing roughly \$5,000 per building. The overhaul was based on recommendations from the 5 year inspection.

6. Other Business

Carolyn pointed out that there was a spot on the railing that was missed she said it is on the railing going downstairs to the apartment.

7. Election of Directors – One Year Term

Current Directors:

Pat Harris
Shane Merz
Monte Merz
Carolyn Worth

Monte Merz Motioned to elect the same slate of directors. Pat Harris Seconded. All were in favor.

Respectfully Submitted,
Tucker Olsen
Grand Teton Property Management