

**SOUTH MILLWARD HOMEOWNER'S ASSOCIATION**  
GRAND TETON PROPERTY MANAGEMENT  
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2021 Annual Homeowner's Meeting Minutes  
July 14<sup>th</sup>, 2021 at 11:30am  
Held Via Zoom

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**1. Attendance**

*Present:* John & Robin Bellamy, Lee & Mandee Sarno, Quinn Dilucente, Bob Norton, and Sami Robinson

*Present via Proxy:* Elizabeth Keller (proxy to Tina Korpi), and John Stark (proxy to Bob Norton).

*Quorum Present:* Yes, with seven out of eight units being represented, there was a quorum.

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

**2. Reading and Approval of the 2020 Annual Meeting Minutes**

Quinn Dilucente motioned to approve the 2020 annual minutes. Lee Sarno seconded. There were no objections. *The 2020 annual minutes were approved.*

**3. Financials**

***a. Review of 2020 Actuals vs. Budget***

Tucker Olsen reviewed the 2020 actuals. There was a total operating revenue of \$26,401. There was \$24,153 in total operating expenses, resulting in a net income of \$2,249. Tree Maintenance went over budget due to the removal of the golden willows in the driveway. There was a maintenance reserve expense of \$4,000 to Teton Tar for asphalt sealing and some patch work from where the trees were removed.

***b. Review of the 2021 Proposed Budget***

Tucker presented the 2021 proposed budget, one with no increase in dues and one with a 2% increase in dues to keep up with inflation. Lee motioned to approve the budget with an increase in dues to \$850 per quarter beginning October 1<sup>st</sup>. John Bellamy seconded. All were in favor.

**4. New Business**

***a. Garage/Front Doors Replaced***

Anyone wishing to replace their garage door must seek approval prior to replacing the door from the

***b. Sealing and Striping of the Parking Lot***

The parking lot was sealed, striped, and patched.

***c. Dryer Vents Due for Cleaning***

GTPM will reach out to the dryer vent cleaners and ask if they can schedule it for Mid-August.

***d. Introduction of a Fine Schedule***

It was discussed to introduce a fine schedule for violations. Quinn Dilucente motioned to enact the fine schedule. John Bellamy seconded. There were no objections. Tucker will send out the fine schedule to all owners, which will become enforceable in 30 days from the day it is sent out.

**e. *Snow Plow Contractor***

The snow plow drivers damaged the grass and the railroad ties. They are also plowing to frequently when there is less than 2” of snow. In the future we will monitor the snow removal company’s activity.

**f. *Increasing Insurance Coverage***

Currently the association is insured for \$1.269M per building, or \$317 per square foot. Farm Bureau quoted an increase in insurance to \$1.6M or \$400 per square foot. This would increase the premium by \$1,184, if the HOA was also to increase the deductible amount from \$2,500 to \$5,000 would only increase the premium by \$832.

Quinn motioned to increase the coverage to \$1.6M and the deductible to \$5,000. Lee seconded. All were in favor. Tucker will arrange with Farm Bureau to have the changes made to the insurance.

Quinn asked if the HOA would be covered, if say someone from the new apartment rentals being built walked through South Millward Property and slipped and fell and tried to sue. Tina Korpi explained that the association’s liability policy covered them for up to One Million Dollars with a Two Million Dollar aggregate.

**g. *Siding / Concrete***

The siding is due for either painting or possibly to be replaced in the near future.

The concrete slabs are also slightly sloping in some areas into the foundation. It is something the HOA will monitor over the winter and will look at possible solutions.

**h. *Gutters***

The gutters cannot handle the volume of water that comes off of the roof and sometimes it results in ice buildup around the gutter.

**i. *Garbage Can Rules/Lease Language***

Occasionally there has been instances of renters tossing trash into cans for other units, who are sometimes not home for extended periods so they can will sit there for long periods of time. Those in attendance agreed that owners should inform their tenants of the trash rules in regards to using only their assigned cans and wheeling them out.

**j. *Back Steps***

Many of the back steps are in need of maintenance such as paint and leveling.

Lee Sarno will look at the steps and do any of the proper maintenance. Lee will give the association a bid to repair the steps.

**k. *Windows***

The windows are due for cleaning. The HOA asked Tucker to reach out for bids to clean the windows.

**5. Other Business**

**a. *Election of Directors***

There was one position open on the board of directors. Robin Bellamy nominated Bob Norton to serve on the board for a three year term.

John Bellamy – Up for reelection in 2022

Lee Sarno – Up for reelection in 2023

Bob Norton – Up for reelection in 2024.

**6. Adjournment**

With no further discussion the meeting was adjourned.

Respectfully submitted,

Tucker Olsen, HOA Manager

Grand Teton Property Management