

*The Meadows at Melody Ranch*

*Homeowner's Association*

Annual Meeting – Community Bible Church

Tuesday, March 1<sup>st</sup>, 2011, 7:00 pm

**Meeting Minutes**

**1. Attendance**

David Kaufman	Bob Hammond	David Quinn
Rich & Becky Bloom	Dawna Wilson	Nancy Hoffman
Mindy & Greg Sturgis	Jim Little Jr.	Greg Wallace
Ted Dawson	Shirley & Dan Thomas	Karen Van Norman
Diane Mahin	Kathe Coelho	Jim Goralski
Brian Siegfried	Ingrid Watsabaugh	Mike May
Kevin Olson	Jason Berezay	Echo Miller, Glory View

Represented by Proxy:

Chelcie Jonke	Kevin & Vicki Daraie	Michael & Tena Webb
Kristine & Paul O'Brien	Curt & Tiffany Morgan	Mark & Lisa Gocke
Todd & Maureen Ellingson	Patricia Hendricks	Chad Driewer
Janet & Joe Kravetsky	David & Dawn Hazen	Mike & Diana Welch
Chris Roberts	Amelia Maddox	Brett & Jackie Kroger
Randy & Sheila Bosch	Matt & Holly Balogh	Marv Heileson
C. Lee Harris	Helen Rozan Welch	Nyles Ellefson
Thomas & Glenda McNichols	Eric Weber – Lots 96/204	
Andy Salter/Michele Gammer	Tiffany Layos, MR Townhomes	
Owen Pyle/Concord Capital Management LLC - Lots 200/88		

**2. Determination of Quorum**

With 49 out of 306 represented either in person or by proxy it was determined there was a quorum.

**3. Approval of March 1<sup>st</sup>, 2010 Minutes**

Nancy Hoffman moves to approve the 2010 Annual Meeting Minutes.

Jim Goralski second.

All in favor

**4. Financial Report**

Discussions and Explanations on the 2010 Financials and the Proposed Budget

Jim Goralski moves to approve the 2011 Budget.

Nancy Hoffman second.

All in favor.

## **5. HOA 2010 Projects**

- a) Mailbox initiative
- b) Exterior maintenance on pump house – Painted and cleaned up landscaping
- c) Painted pump house #2 and cleaned up landscaping
- d) Redesigned website
- e) Open space maintenance – continue to upgrade and maintain the irrigation system
- f) Graded storage area
- g) Phase 1 Environmental Review of the Recreational Open Space
- h) Continue to work with County on County Neighborhood Park
- i) Continue to work with County about fixing up the pathways
- j) Continue with transition and formation of an Improvement Service District (ISD)

## **6. HOA 2011 Projects**

- a) Chip seal roadways

The Board is going to have all the roads in Melody chip sealed this summer except for Fallen Leaf, Sandy Creek and portions of Melody Creek since they have already been done.

- b) Repaint sidewalks/speed bumps

- c) Paint Fire hydrants

- d) Pond work

The board received a bid from Mountain Town Maintenance, LLC to maintain the ponds. They come highly recommended.

- e) Paint storage area fence

Storage fence will be hand painted so homeowners can keep their items parked at the storage area.

- f) Mailbox installation

History:

January 8, 1997 – the developer first requested from the US postmaster mail delivery to all 400 eventual homes in Melody Ranch.

First bid for boxes in May 12, 1999 went out by the board of directors.

Again on February 24, 2003 the board started to bid and install of the boxes – this time all at the sales office. Neighbor push back at that time because of traffic generation to only one delivery location.

At the annual meeting in March 2008 – homeowners proposed boxes at each entrance with photos and locations that parallel our final design. The postmaster at this time did not want to proceed with local delivery.

It was brought up again at the March 2009 meeting and the new postmaster in Jackson was supportive of the idea for local delivery. By June 2009 the HOA board began moving forward on the initiative in earnest.

Every agenda and minutes for monthly board meetings between July 2009 - February 2011 have included this agenda item and its discussion in the minutes. Those are all posted on the web – the agenda before the meeting – the minutes immediately upon approval after the following board meeting.

Newsletters mailed to homeowners in addition:

- July 2009 – notice “information to come” ...”possible locations for boxes at road entrances...”
- August 2009 – requested from membership for owner interest in boxes – about 60 homeowners replied from that one blurb in the newsletter – no negative comments received. Currently about 80 homeowners contacted GTPM with interest– Cynthia has the list.
- September 2009 - substantial interest noted in the newsletter – requested for interested owners to join a postal committee.
- October 2009 – initial committee announced – Mike Welch, Shirley Thomas, Kathe Coelho and Rich Bloom. Nancy Hoffman and Bob Hammond joined later that month. Also meetings on the other side of the creek – including another dozen owners there. Susan Dennis, Holly Balogh, Echo Miller and others.

Budget line item and discussion at March 1, 2010 annual meeting. Budget approved – membership request to fine tune entrance exact locations and circle back to membership. Three owners at meeting did not support the initiative, a few had some questions and a majority favored the idea. The budget with a \$30,000 allowance for boxes was unanimously approved at this meeting.

Newsletters:

- April 2010 – PO Box Fee notice – as Postmaster Tammy Halstead informed us of the inconsistent policy of not charging owners when home delivery was denied.

Detailed letter sent to all homeowners on 1/19/11 – final design and schematics posted to HOA web site the same day.

Open House was held February 1, 2011 – about twenty residents attended – there were some technical questions but no negative comments or concerns raised about final locations.

Between all this we got firm direction from the US Post Office on locations, and feedback from the County – engineering, parks, pathways and planning office. We engaged a landscape architect to formalize the designs and agreed as a board after all input and governmental constraints on the four final locations – including integration within the County neighborhood park.

Tammy, Jackson Postmaster gave notice to the HOA (posted on web site and in March 2011 newsletter) that starting June 1<sup>st</sup>, 2001 residents who retain their in town box will begin to be charged the standard fee.

Other Items Noted:

The width of the turnout will be 10 ft. at Melody Creek Lane and Melody Ranch Dr. The Sales Office will have an 8ft width turnout. All are safe distances from South Park Loop as well.

The Board will take in consideration aesthetics and soften the impact to the best of the board's ability.

g) Call function on Balsam Ln lift pump

The Developer installed a back up emergency generator on Balsam (near the Park location). The Board installed the call function in case the pump goes out or if the electric goes out.

g) Open space maintenance

Tree replacement as needed, repair and upgrade the irrigation needs.

h) Continue to work with County on County Neighborhood Park

The County plans to start construction on the park no later than May 2012.

h) Continue to work with County on fixing up the internal pathways

All pathway maintenance including trimming of the trees belong to the County. Please contact the county for any problems with the pathways. Currently the HOA is plowing the pathways during the winter.

j) Continue with transition and formation of an ISD

Dave Kaufman touched on abandoning the surface water rights on personal and roadway lots. The Wyoming State Statue states if area water rights used for beneficial purposes for 5 years or more, then they are automatically discontinued. The historical water rights for Melody Ranch were flood irrigation to provide water for hay. Technically the state has

relinquished those surface water rights from all of our residential and roadway lots. However, the statues also state that the homeowners have to go through a formal process to surrender those rights. The Board will send out more information on water rights and the ISD.

## 7. Election of Officer

The Developer appointed three members of the Board. As soon as the transition happens the three seats will be available.

## 8. Questions and Answers

**Karen Van Norman:** Asked if there would be signage for people not to walk on other people's property when walking to the mailboxes? Rich stated if it became a problem, we could deal with it at the time.

**Ingrid Watsabaugh:** Stated she is not real comfortable with the approval process for the mailboxes. People are really busy and don't have time to look at the website every month. She thought it would have been a better idea to send out a ballot to allow everyone to vote on the mailboxes.

Ingrid also suggested the board started emailing homeowner's information instead of mailing it.

Ingrid suggested having a compost pile in Melody. The Board had looked into it and stated the space constraint; it also gives off quite the odor. There won't be a lot of homeowner's who would like it in their backyard or adjacent to their property. It also needs to be maintained and we don't have the staff to maintain it. Rich Bloom stated the County is looking into it. Rich suggested that Ingrid could start up a recycling committee. The Board asked her to call Cynthia with GTPM to get on the agenda.

Ingrid asked about security for the mailboxes. Rich Bloom noted there would not be any lighting or video. The mailboxes will become subject to Federal Law since they will be maintained by the USPS.

**Dawna Wilson:** Moved to Melody Ranch in 2008. She has been watching in the newsletter every single month for when there were meetings for location input. She never saw anything until January for the open house which neither she nor her husband could attend. She doesn't feel like the newsletters have been real informative. One of the mailbox placements would have cars lights shining through her dining room window. She appreciates that the Board post information to the website. There was a lot of information that wasn't necessarily put out to everyone in a clear way.

**Kevin Olson:** Wanted to know if homeowners could tie into the HOA's chip sealing project for their own driveways to save a few bucks. Dave Kaufman suggested for homeowners to contact Evans directly.

**Kathe Coelho:** Wanted the board to take a look at Fallen Leaf, there is a crack right down middle of the road.

**Greg Sturgis:** Would like to know why some of the ponds don't have liners. David Quinn noted that some of the ponds are natural ponds. Some of the ponds had problems with the muskrats eating the liners.

**Jim Goralski:** Asked about excessive water in the crawl space. With the amount of snow that we received this year, do you anticipate that being a problem? Why last year was it so exceptional when we didn't have the volume of snow? Dave Kaufman noted that we didn't have the volume of snow, but we did have double the average of rainfall in May and June.

**Jim Little:** When we purchased our house in June 2010, a portion of our lot was "Zone X", which is a low risk flood zone, and does NOT require flood insurance. In August 2010, FEMA issued new flood maps, which changed a corner of our lot (where there is an easement for a drainage ditch) to "Zone AE". If you go to the Teton County GIS system you can do a search and find the properties that are affected. Turn on "Flood Zone" in the map options, and look for the blue shaded "Zone AE" areas on the map.

[http://www.tetonwyo.org/AgencyHome.asp?dept\\_id=gis](http://www.tetonwyo.org/AgencyHome.asp?dept_id=gis)

**Shirley Thomas:** Suggested having Wyoming Landscape Company pick up yard debris twice a year (spring and fall) and bring to the transfer station. GTPM will follow up on this.

**Becky Bloom:** Thanked the mailbox committee. It was much more work than anyone ever anticipated. It's all volunteer time. Thank you!

The Board thanked all of the homeowners who give generously of their time to help our HOA function the way it does!

Architectural Review Committee: Jennifer Henninger, Matthew Bart, Bob Hammond and David Kaufman

Landscape Review Committee: Lisa Daily, Linda Swope, Lenor Taggart and JR Berezay

**9. Adjournment** - Meeting was adjourned at 9:10