

The Meadows of Melody Ranch

Homeowner's Association

Board of Director's Meeting

Thursday, February 26, 2026 at 8:45 am

MINUTES

Board Members Present:

Brett Kroger

Jonathan Robinson

Matt Turner

Michael Gersack

Scott Page

GTPM:

Charley Boyton

Others Present:

Lori Tillemans

Michael Ralph

1) Homeowners & Guest Time

2) ARC Review

a. Loughrie 4295 Polo Pony, Lot 2-021 – fence request

The Loughrie's would like to add a control fence to their yard. The post and wire fence would connect to the home and would not exceed the front of the house. The owner has already had a survey of the lot completed. Scott made a motion to approve the fence. Jonathan seconded the motion. The vote was all in favor.

b. Thomsen – 4223 Fallen Leaf, Lot 1-012 – addition

Michael Ralph is the architect for the addition and joined the meeting on behalf of the Thomsen's to discuss the submitted plans. Jonathan explained that during the ARC meeting the previous week there were a couple of issues identified to be not in compliance.

The first issue was with the amendment to the design guidelines that went into effect in 2003 which specifies a 30-foot distance requirement between two-story buildings. There is only 27 feet between the Thomsen home and the home to the south. The Thompsen home predates the home to the south by approximately eight years and the home to the south was completed after the 2003 amendment. The Thomsen's home was built as a two-story home and subsequently the home to the south shouldn't have been approved based on the measurement between the two buildings. Considering, both homes are now built and foundations cannot be moved, the Architectural Review Committee recommends an approval for this three-foot difference.

Jonathan further explained that the second issue was with the rule that states, "If a multi-level house is permitted, the same shall be designed so that not more than thirty percent of the total exterior wall length shall exceed a wall height of ten feet, measured from finished grade to fascia." The existing home is at 46% and has 118 feet of exterior walls over ten feet and divided by the total of the exterior walls is 256 feet.

Michael Ralph presented the proposed changes to the current second story loft space which include two bedrooms and a bathroom. To make the addition comply with the 30% rule, they have added two secondary roof overhangs on the west and north sides. This brings the home down to 25% with 64 feet of exterior walls over ten feet.

The Board discussed the proposal at length. Michael made a motion to approve this request as presented. Jonathan seconded the motion. The Board vote was 4:1 in favor of the approval.

3) Executive Session

a. At 9:31 AM the Board entered into an executive session to discuss one topic. No action was taken.

b. At 9:47AM the Board returned to the regular meeting. No action was taken.

4) Approval of January 22, 2026 Board meeting minutes

Jonathan made a motion to approve the meeting minutes from 1/22/26 as written. Scott seconded the motion. The vote was all in favor.

- 5) Report of Officer
 - a. Secretary Treasurer
 1. Delinquent HOA Dues Report – There are two homeowners behind on dues. GTPM will keep following up with these homeowners.
 2. Financial Review – The 2026 fiscal year has just begun and the financials are within budget.
- 6) GTPM
 - ~ Violations
 - ~ GTPM Report
- 7) Old Business
 - a. MOU with Teton County and Pathways – There has not been any communication from the County in regards to the pathway maintenance. The Board would like Charley to research how to get on the agenda for a County Commissioners meeting.
 - b. Pond 5 and Ditch Maintenance – An estimate was obtained from Westwood Curtis to complete the following: Removing vegetation from the ditch bottom and banks; Installing two (2) screw-controlled head gates; Regrading the ditch to ensure a flat, level profile and adequate flow; Constructing a spillway for outbound pond water; Removing accumulated debris from the ditch; Exporting excess soil, vegetation, and debris from the site
The total estimate was not to exceed \$165,000. The Board would like a detailed bid with a timeline and investment schedule and then pitch the scope of work to MD Landscaping for a second bid for comparison.
- 8) New Business
 - a. 2026 Annual Meeting – Michael and Matt’s terms are up for re-election. Charley will send out a reminder to the homeowners about the annual meeting date.
 - b. Pond Maintenance Estimate – Mountain Town Maintenance send over the estimate for the 2026 summer pond maintenance. This estimate includes all services from last year including mosquito abatement. The estimate for all of this work and including the early payment discount was \$51,751.18. Brett made a motion to approve this bid as written. Jonathan seconded the motion. The vote was all in favor.
 - c. Homeowner Requests
 1. dog bag locations – A homeowner expressed interest in the addition of a couple more dog bag stations along the bike path. Charley explained that the dog bag stations in upper Melody could use some work. The Board would like Charley to get an estimate for replacing the old stations and the addition of a few more.
 2. safety improvements for road crossing
 - d. Maturing CD – There is a CD maturing and the bank is looking for advisement on what the Board would like to do with the funds that are maturing. The Board would like a quote with rates and terms when it’s available.
- 9) Adjournment - 10:19 AM
 - After this meeting and on March 20, 2026, Jonathan made a motion, over email, to approve Phase 1 of the ditch and Pond 5 work by Westwood Curtis, to begin immediately and authorize \$75,325 from the maintenance reserves for this work in 2026. Matt seconded the motion. Michael agreed and voted to approve. Scott voted to approve the motion. Brett voted to approve the motion as well.
The work of Phase 1 is defined in the estimate from Westwood Curtis, recorded below.

WESTWOOD CURTIS CONSTRUCTION

BOX 904 JACKSON, WY 83001
 307-733-4586 PH
 307-733-3263 FAX
 admin@westwoodcurtis.com



WESTWOOD CURTIS CONSTRUCTION
 JACKSON, WYOMING

Proposal Submitted To Melody Ranch	Email	Date March 4, 2026
Mailing Address	Job Name Melody Ditch Cleaning	
City, State and Zip Code Jackson, WY 83001	Job Location Jackson	
Phone		Fax xx

Main ditch to sledding hill 12 to 16 inches *Phase 1*

Labor	90	80	7200
Cat 305	90	145	13050
dump truck	90	125	11250
			31500

West Ditch *Phase 2*

Clear brush and willows

Cat 305	90	145	13050
Skid steer	90	145	13050
chipper	90	75	6750
Mulching head	60	40	2400
labor	120	80	9600
			44850

West Ditch *Phase 1*

Grade and clean

Cat 305	45	145	6525
Tractor	45	80	3600
Dump trailer	45	50	2250
Labor	45	80	3600
			15975

Second Head gate to west pond *Phase 2*

Cat 305	30	145	4350
Tractor	30	80	2400
Dump trailer	30	50	1500
Labor	15	80	1200
			9450

Spill way into west pond concrete *Phase 1*

Cat 305	10	145	1450
Forman Labor	10	100	1000
Labor	20	80	1600
Concrete	1	450	450
			4500

Phase 1 total \$75,325

Total Project **165000**

Phase 2 total \$89,675

West Pond spill way out remove pipe grade concrete *Phase 1*

Cat 305	15	145	2175
Forman Labor	15	100	1500
Labor	30	80	2400
Concrete	1	450	450
			6525

West pond outlet ditch to property exit *Phase 2*

Cat 305	45	145	6525
Tractor	45	80	3600
Dump trailer	45	50	2250
Labor	45	80	3600
			15975

Install screw gates on head gate 1 and 2 *Phase 1*

Fabricator	40	100	4000
Lobar	40	80	3200
materials	850	1	850
			8050

East Small ditch *Phase 2*

Cat 305	30	145	4350
Tractor	30	80	2400
Dump trailer	30	50	1500
			8250

East small ditch head gate

Fabricator	10	100	1000
Labor	10	80	800
materials	575	1	575
			2375

Haul off *50/50*

10 wheel truck	65	145	9425
Wheel loader	65	125	8125
			17550

Phase 1 \$8775

Phase 2 \$8775