

MEETING OF THE BOARD OF DIRECTORS OF THE PINEBROOK HOMEOWNERS ASSOCIATION

AUGUST 20, 2024 – 6 P.M. – in-person at 7950 Pinebrook Road, Park City, Utah

THOSE ATTENDING: **Board Members:** David Geffen, Chris OConnell, Scott Schofield, Holly Smith, Shauna Wall and Steve Warner. Dan Schofield was not in attendance. **Others:** Sherri Swing (Association Management & Architectural Control Coordinator), Brandon Brown (Homeowner), Julie Dutkanych (Homeowner), Stephan Herrera (Homeowner and PMA Board Member and Chair of the PMA Trails Committee) and Tom McDonald (Homeowner).

1. **Introduction and Discussion with Attending Homeowners:**

- Julie and Tom asked some questions about the HOA which the Board answered.
- Brandon was invited to the meeting because the Board had questions about the trail that was excavated on the Browns' 24 acre property on Canyon Court Drive. Brandon provided an overview of the work he had done already and additional work he desired to do. The Board explained that a previous homeowner had done similar excavation work and a previous Board had required that the trail be eliminated back in 2014 because its establishment violated the community CC&Rs. Brandon explained that he was unaware of this history. The Board requested that several members of the Board be permitted to walk the property. A meeting for that purpose was scheduled for August 27th.
- Stephan joined the meeting as he was interested to learn more about the trail that had been excavated on the Brown property.

2. **Meeting Minutes were reviewed and approved:** Meeting minutes for the December 5, 2023 Annual meeting and the February 20, 2024 Board meeting were reviewed and approved. Shauna made the motion to approve both and Scott seconded. All in attendance voted in favor.

3. **Update on financials:** As of the end of July 2024:

- Cash of \$267k was in the bank (not including \$80k of Homeowner Architectural Deposits).
- Net Ordinary Income through July 31st was \$2.6k as compared to a budgeted loss of \$6.9k. The results were better than budgeted as a result of the elimination of "dumpster days" in 2024
- As of August 6th, the PHOA had 21 accounts past due. 5 homeowners owe PHOA fees for more than just 2024 and those 5 homes all have liens on them for the amounts owed. The largest balance owed is \$1.7k.

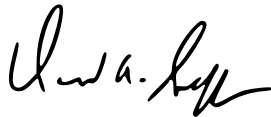
4. **Fire safety update:** David updated the Board on the huge grant (\$449k available through June 30, 2025) that Pinebrook received as part of the State's Watershed Restoration Initiative. The grant provides for the following:

- a. Burn piles of forest and scrub brush material on up to 80 acres in Pinebrook (approx 16 acres of piles that were cut and piled in 2023/24) and approx 64 acres of piles that are expected to be cut and piled in 2024/25).
- b. Reseeding of burn piles on approximately 40 acres of open space.
- c. Cut and pile up to 64 acres of forest and scrub brush in Pinebrook removing dead and dying trees, and creating fuel breaks.
- d. FLASH Program to treat (fuel reduction) as many acres of homeowner property as possible (20-30 acres anticipated).
- e. Funding to purchase 3 wildlife cameras, memory cards, and locks for monitoring wildlife.
- f. Handcrews to thin 5 acres of conifer forest in Roberts parcel along the Pinebrook property line. This work includes stacking downed materials into burn piles, boundary marking, and project management costs.

David also shared with the Board that three PHOA owned parcels including 18.5 acres were cut and piled in June 2024. Two of these parcels are below Ridge Way and above Buckboard and the other parcel is below a section of Canyon Drive.

5. **Discussion of boat trailer and RV parking issues within PHOA:** The Board discussed some violations of our rules. Sherri agreed to send out warning notices to the relevant homeowners. If the violations continue after the warning notices are received by the homeowners than the PHOA will start fining the relevant homeowners.
6. **Playground update:** A proposal for a new play structure at the PHOA owned lot on Ridge Way was shown to the Board. The proposed play structure will have two slides, monkey bars and a small climbing wall among other features. This play structure is intended to replace the 20+ year-old simpler structure in the same location. When the old one is removed at that location the PHOA will at the same time remove the 20+ year old play structure on Canyon Drive which won't be replaced due to its dangerous location. The Board voted on the proposal. Shaunna made a motion to approve the new structure and remove the old ones and Scott seconded. All in attendance voted in favor.
7. **Pine Ridge mailbox station improvements:** David briefed the Board on a plan to add additional parcel lockers at the Pine Ridge Drive mailbox station given the very few there for an increasing number of homeowners. A cost estimate had already been obtained from the contractor that built the mailbox station about 7 years ago and no Board vote was required. There were no objections from Board members to moving forward.
8. **Removal of concrete deck footing at trailhead to Toll Canyon:** David proposed removing these eye sores which have been at the trailhead for many years. It was agreed that we would investigate the cost and practicality of doing that. It was noted that the two homeowners that own the shared driveway leading to that trailhead just repaired and resealed their driveway and it was agreed we would consult them before driving heavy machinery across that driveway.

9. **Possible installation of a poop station at trailhead to Toll Canyon:** David proposed investigating this possibility. It was agreed that we would consult the two homeowners that own the shared driveway leading to that trailhead to get their views on the best location and the practicality of undertaking this project.
10. **Discussion of Other community issues:**
- A. Sherri briefed the Board that she is investigating switching service providers for the servicing of the portable toilets at Ecker Hill Park and at the picketball court. The goal is to reduce PHOA's monthly expenses. It is possible that we will end up buying the toilets. More information will be forthcoming in future meetings.
 - B. Sherri briefed the Board on the existence of a fire pit at 6860 Canyon Drive Court. The Board requested that Sherri send a letter asking the homeowner to remove the fire pit.
 - C. No other substantive community issues were discussed.
11. **Next Meeting:** The Board selected Tuesday October 22nd as the date for the next Board meeting, at 6pm at Gorgoza's offices (this was subsequently postponed to Tuesday November 12th at 6pm at Gorgoza's offices).
12. **Adjournment:** No other matters of business were discussed or voted upon. Motion was made to adjourn by Holly. Shauna seconded. All voted in favor.



David Geffen
Secretary