

## MEETING OF THE BOARD OF DIRECTORS OF THE PINEBROOK HOMEOWNERS ASSOCIATION

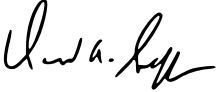
NOVEMBER 12, 2024 – 6 P.M. – in-person at 7950 Pinebrook Road, Park City, Utah

THOSE ATTENDING: **Board Members:** David Geffen, Scott Schofield, Holly Smith, Shauna Wall and Steve Warner. Chris OConnell and Dan Schofield were not in attendance. **Others:** Cory McNeely (Financial & Billing Manager). No other homeowners were in attendance.

1. **Meeting Minutes were reviewed and approved:** Meeting minutes for the August 20, 2024 Board meeting were reviewed and approved. Shaunna made the motion to approve and Scott seconded. All in attendance voted in favor.
2. **Update on financials:** As of the end of October 2024:
  - Cash of \$324k was in the bank (not including \$70k of Homeowner Architectural Deposits).
  - Net Ordinary Income through July 31<sup>st</sup> was \$4.3k as compared to a budgeted loss of \$5.5k. The results were better than budgeted as a result of the elimination of “dumpster days” in 2024 and smaller than budgeted legal fees.
  - As of November 6<sup>th</sup>, the PHOA had 10 accounts past due. 3 homeowners owe PHOA fees for more than just 2024 and those 3 homes all have liens on them for the amounts owed. The largest balance owed is \$1.7k.
3. **Corporate Transparency Act / Mandatory Beneficial Ownership Information reporting required by December 31, 2024:** This is a new federal filing that is required for our HOA. It was agreed that Holly would ask Sherri to file this for the HOA.
4. **Review and approval of the 2025 proposed PHOA budget:** Cory presented a proposed budget for 2025. The budget reflected no increase to HOA fees for the sixth straight year even though that would require the PHOA to absorb once again the increase in PMA fees for our members. The budget projects net ordinary income of \$1,500 even after absorbing the PMA fee increase and a net loss of -\$53,200 which largely results from the capital outlay for the rebuilding of the 25+ year old pocket park on Ridge Way. The Board debated whether to increase HOA fees but Cory and the Board agreed that we would put off a fee increase given that we have sufficient reserves in the bank presently. Shaunna made the motion to approve and David seconded. All in attendance voted in favor.
5. **Fire safety update:** David updated the Board on the forestry work currently underway which includes burning of material on PHOA owned land that was cut and piled last Spring. Those parcels include 18.5 acres. Two of these parcels are below Ridge Way and above Buckboard and the other parcel is below a section of Canyon Drive. 80% of the cost is being covered by a State grant. That work is going very well and is expected to be done in the next 1-2 weeks. David noted that there may be more burning of more recently cut and piled material later in the winter depending on the condition of that material and the weather conditions.

6. **Discussion regarding PHOA Architectural Review Committee providing architectural review services to High Meadows:** The PHOA ARC has provided services to High Meadows for several decades. The PHOA Board discussed the fact that with nearly all homes built in High Meadows that it is an appropriate time for us to withdraw from providing those services. As a next step, Scott will discuss the history with our former long-serving Board President, Ted Barnes.
7. **Discussion regarding fire pit at 6860 Canyon Drive Court:** A violation notice had been sent to the homeowner who asked that the Board reconsider allowing the fire pit. The Board reviewed our CC&Rs and discussed the potential liability associated with allowing it and agreed that it was not appropriate to allow the fire pit to remain (unless it is converted to natural gas or propane) given the risks to the community. Sherri will notify the homeowners.
8. **Easement survey between 7670 and 7708 Pinebrook Road:** The PHOA has authorized a survey be done in this location to better understand if there is an easement for access to the Creek Trail from Pinebrook Road at that location.
9. **Discussion of boat trailer and RV parking issues within PHOA:** These issues seem to have been resolved given that change of seasons.
10. **Update regarding work at the Pine Ridge Mailbox station:** David shared with the Board that the work there is now complete with the current mailboxes reengineered, 10 new parcel lockers having been added and the lighting replaced.
11. **Update on new playground on Ridge Way:** The Board had previously approved the replacement playground which is expected to be installed in May 2024. We are in process of hiring an excavator to prepare the site. David and Chris have been working on this initiative.
12. **Update on removal of concrete deck footing at trailhead to Toll Canyon:** David discussed this with the adjacent neighbors who are concerned about damage to their shared driveway. Options for removal are still being considered.
13. **Possible installation of a poop station at trailhead to Toll Canyon:** David discussed this with the adjacent neighbors who are concerned that there is no viable location given the winter conditions at that location. No further work on this is anticipated.
14. **Update on possible change of port-a-potty vendor:** Sherri received bids to switch vendors. There appears to be material savings and the switch will likely take place soon.
15. **Discussion of Other community issues:** No other substantive community issues were discussed.

16. **Annual Meeting Date:** The Board selected Tuesday December 3<sup>rd</sup> as the date for the next Board meeting, at 7pm at Gorgoza's offices.
17. **Next Meeting:** The Board selected Tuesday December 3<sup>rd</sup> as the date for the next Board meeting, at 630pm at Gorgoza's offices.
18. **Adjournment:** No other matters of business were discussed or voted upon. Motion was made to adjourn by Holly. Scott seconded. All voted in favor.



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David Geffen  
Secretary