

MEETING OF THE BOARD OF DIRECTORS OF THE PINEBROOK HOMEOWNERS ASSOCIATION

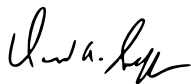
APRIL 21, 2022 – 6 P.M. – in-person at 7950 Pinebrook Road, Park City, Utah

THOSE ATTENDING: David Geffen, Mike Jamison, Dan Schofield, Scott Schofield, Holly Smith, Sherri Swing, Steve Werner and Cory McNeely. No other homeowners were in attendance.

1. **Meeting minutes were reviewed and approved:** David made the motion to approve minutes for January 11th and both of the March 1st Board meetings as written. Holly seconded. Minutes were approved with all Board members in favor.
2. **Update on financials:** The financial statements through March 31st (included in the Board package) were reviewed. Cory noted that that (a) cash was higher than usual for this time of year since PHOA received a bill late from PMA given the change to a new PMA community manager, (b) Only four PHOA homeowners have not paid 2021 dues yet and Cory is in process of filing liens on those properties, and (c) PHOA will soon receive approximately \$7,700 related to a Pinebrook resident that was past due on HOA fees and where the PHOA filed a lien and pursued legal remedies. The proceeds will be coming from the sale of the homeowners' second property outside of Pinebrook which was recently sold.
3. **Speed sign on Big Spruce:** The Board agreed to relocate the flashing speed sign on Big Spruce to the property line between the Merrill and Method properties. Sherri will speak with Tony Sirianni who handles Property Maintenance about relocating the sign. Derrick Radke of Summit County Public Works had previously indicated to David that it would be fine for the PHOA to move the sign to this better location.
4. **Fire safety update:** David updated the Board on the WILDFIRE SAFETY & PREVENTION community event at Pinebrook Park event on May 7th. David proposed that the PHOA cover 1/3 the cost of a food truck which will be at the event to motivate people to attend the event. The funds will come from the PHOA fire budget. The PMA will cover the other 2/3 of the cost.
5. **Clean-up in the park:** Cory updated the Board on the plans for the clean-up event. The event will take place from May 28th through June 5th. PHOA will cover the cost of the individual who will man the chipper in the park. The PMA will cover the cost of the dumpsters with a contribution from the PHOA after the costs have been ascertained.
6. **High-Density Housing Development being considered on West Pinebrook Road:** This proposed new project was discussed given that the Summit County Planning Commission is meeting later this month to review the developer's request to add 22 units on location where the old tennis courts exist. Consistent with past practice, the HOA Board determined it was not appropriate to take a position for or against this development.
7. **Welcome Package for new residents:** David proposed that we begin to send out a one page letter to new residents to provide information about community resources (i.e. links to our PBHOA and PMA websites) and to include a copy of the fire safety's

evacuation handout. The Board was supportive. David will work with Sherri to create the one pager and we will try to implement this in the next few months.

8. **Next Board meeting:** The next Board meeting determined that the next Board meeting will be held on May 24th at 6pm at Gorgoza Water Company's offices.
9. **Next PHOA general meeting:** The Board determined to target September or October for the next PHOA general meeting. The date will be determined at a future Board meeting.
10. **PHOA Delegate to the PMA:** Dan said that he would like to be replaced as the delegate to the PMA Board. Mike Jamison made a motion to appoint Scott as the new delegate to replace Dan. Scott seconded. All voted in favor. Mike Jamison will remain the alternate delegate to the PMA Board. PMA to be notified accordingly.
11. **Stage Coach home with holiday lights:** Sherri made the Board aware that there is a homeowner that still has holiday lights on every night. The county was consulted and advised PHOA that the lights being on every night is in breach of the county's dark sky ordinance. The county advised that they are going to issue a summons to the homeowner if the issue continues.
12. **Hitching Post home with holiday lights:** Mike made the Board aware that there are two homeowners that have LED trees lights on every night. It was recommended that the county be made aware of the issue. Sherri to follow-up.
13. **Board Member resignation:** Sherri announced her resignation from the Board effective at the end of this evening's meeting.
14. **Change in PHOA administration:** Going forward White Star Consultancy will reduce its engagement with PHOA by managing only the financial statements and related financial work for the PHOA. Cory will continue to provide those services to the Board. The Board hired agreed to hire Sherri to do all of the other community management work including managing the Architectural Committee. Engagement letters will be reviewed by the Board in coming weeks for both White Star and Sherri. All Board members voted in favor of these new arrangements. Sherri did not vote on the decision to appoint her as community manager.
15. **Change in Appointment of Officers:** Officer appointments were discussed. David suggested that we split the roles of Treasurer and Secretary going forward since he was asked to be the minute taker for future meetings. Holly made a motion to split the roles and maintain Scott's appointment as Treasurer and to appoint David as Secretary. Steve seconded the motion. All voted in favor.
16. **Adjournment:** No other matters of business were discussed or voted upon. Motion was made to adjourn. All voted in favor.



David Geffen
Secretary