

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

**FEBRUARY 15, 2023 – 6 P.M. – in-person at 7950 Pinebrook Road, Park City, Utah**

### THOSE ATTENDING:

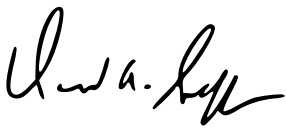
**Board Members:** David Geffen, Dan Schofield, Scott Schofield, Holly Smith and Steve Werner.

**Others:** Sherri Swing (Association Manager/Architectural Control Coordinator), Cory McNeely (Financial & Billing Manager), Chris OConnell (homeowner) and Shauna Wall (homeowner).

1. **Meeting minutes were reviewed and approved:** Meeting minutes for the Nov 15, 2022 Board meeting were reviewed and approved. Dan made the motion to approve and Scott seconded. All voted in favor.
2. **Discussion regarding potential appointment of new Board Members:** There were two Board vacancies coming into this meeting, the most recent being the result of Mike Jamison passing away on Nov 26, 2022. Shaunna Wall and Chris OConnell both introduced themselves and indicated their interest in joining the Board.
3. **Update on financials:** \$233k of cash in the bank at end of year. \$13k of ordinary income, \$30k for capital reserves. \$21k of total net income for the year.
4. **Budget:** Cory presented his proposed budget for 2023 which included no increase in HOA fees for the fourth consecutive year. No changes were requested. David made the motion to approve and Steve seconded. All voted in favor.
5. **Fire Safety Update:** David provided several updates: 1. FLASH grant program for residents: Many residents did work on their properties in 2022 and will receive reimbursements from the program, and more funds are remaining which can be applied for though funds must be applied for and work completed by early June 2023. 2. We delayed fire mitigation work on PMA properties which would be largely funded by the 2022 WRI grant as a result of winter snow arriving so early; the contractor has been selected and we expect the work to be done in May or early June. 3. We not only applied for a 2023 CWDG grant as discussed at our last meeting, but we subsequently applied for a 2023 WRI grant. We had expected to hear the outcome of CWDG grant awards by now, but the announcement has been delayed. 4. The Fire Safety Committee plans to hold another Community Fire Awareness day in Pinebrook Park in May 2023 given the success of the event in May 2022.
6. **Emergency appropriation for up to \$3.5k to reduce snow piles:** The Board was apprised of the snow buildup at the Canyon Drive mailbox station and a request was made to authorize Sherri and Holly to determine whether to spend up to \$3.5k to remove snow around the mail station given the heavy use of that area by parents

dropping off children for the school bus. David made a motion to approve this request and Steve seconded. All voted in favor.

7. **Plat Amendment Approval for 7224 Ridge Way:** The Board was advised that two homeowners on Ridgeway Drive (the DeRops and the Sproles) have made a request to the County to split the unimproved lot at 7224 Ridge Way which is between their residences with each adding half of the unimproved lot to their current residential lot. Scott made a motion to approve and David seconded. All voted in favor. It was noted that the Utilities easement will have to be forfeited and the PHOA will lose \$400 per year in assessments, but the Board felt it was a reasonable request. Ultimately, the County must approve this request.
8. **PMA Board:** The Board was concerned that as a result of Mike Jamison's death that we no longer had an appointed delegate for the PMA Board. Holly stated a willingness to be the PHOA delegate provided that delegate meetings were only held once per year. David agreed to find out what is needed to assign Holly to this role.
9. **PHOA Board:** The Board considered the possible appointment of Shauna Wall and Chris OConnell to the vacant Board seats. David made a motion to appoint both to the Board. Scott seconded. All voted in favor.
10. **Next Meeting:** The Board selected Thursday April 13<sup>th</sup> as the date for the next Board meeting at 6pm at Gorgoza's offices.
11. **Adjournment:** No other matters of business were discussed or voted upon. Motion was made to adjourn by David. Holly seconded. All voted in favor.



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David Geffen  
Secretary