

## ANNUAL MEETING OF THE MEMBERS OF THE PINEBROOK HOMEOWNERS ASSOCIATION

DECEMBER 5, 2023 – 7 P.M. – in-person at 7950 Pinebrook Road, Park City, Utah

THOSE ATTENDING:

**Board Members:** David Geffen, Chris OConnell, Scott Schofield, Holly Smith, Shaunna Wall and Steve Werner.

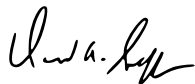
**Others:** Sherri Swing (Association Manager/Architectural Control Coordinator) and Cory McNeely (Financial & Billing Manager).

**Homeowners:** Less than ten homeowners attended the Annual Meeting.

1. **Introductions:** Each member of the Board in attendance introduced themselves, as did Sherri and Cory.
2. **Presentation and review of 2022 financial statements and operating budget for 2022:** Cory reviewed the 2022 Pinebrook HOA (PHOA) financial statements which were mailed to HOA members with the Annual Meeting Notice. He highlighted that the PHOA had a healthy cash balance for its current needs. Cory also reviewed the 2023 budgeted profit and loss statement which was mailed to HOA members with the Annual Meeting Notice. It was noted that our annual Pinebrook HOA fee remained at \$400 in 2023 and that the last Pinebrook HOA fee increase was in 2019. It was noted that in 2023 the Pinebrook Master Association (PMA) HOA fee per member included in Pinebrook HOA members' annual fees was \$147 and that PMA will be increasing its HOA fee for residents for 2024 to \$168. Cory noted that PHOA was not planning to increase HOA fees in 2024 notwithstanding the anticipated PMA HOA fee increase.
3. **General Update of PHOA Activities and Community Projects:** It was noted that the mailbox station on Canyon Drive had some issues and that it was repaired during the year. It was also noted that the community cleanup ("Pinebrook Dumpster Days") did not go well in Spring 2023 with bad community behavior and significant unexpected costs and that it was expected that in 2024 that PMA and PHOA Boards would not discontinue sponsoring dumpsters in the park for residents but would continue sponsoring the twice per year chipping program held in Pinebrook Park in May and September.
4. **Fire Safety Committee Update on Fire Mitigation Efforts completed by Pinebrook HOA and Pinebrook Master Association:** David provided an overview of the professional forestry work completed by the Pinebrook Fire Safety Committee over the past four years, the work done this year including last month which is being largely funded by a state WRI grant, the homeowner grant program which still has funds available to homeowners that apply for funds (via the PMA website) and undertake fire risk mitigation work on their private properties before June 10<sup>th</sup>, and the professional forestry work planned for 2024. He noted that in the past four years that more than 100 acres had been treated and that the burning of material from 2023 was completed

in November 2023 by Alpine Forestry, a local forestry company that has provided these services to Pinebrook in the past. He also noted that volunteer events and community education events are an important component of Pinebrook's efforts, encouraged everyone to review the fire safety resources on the PMA website, and noted that the Pinebrook Fire Safety Committee participates as part of a monthly working group called the Western Summit County Fuels Committee.

5. **Election to fill three, three-year terms:** Holly advised that three current members of the Board whose terms were expiring were running again for seats on the Board (Scott Schofield, Holly Smith and Shauna Wall). Holly asked if anyone else in the room would like to self-nominate themselves to also run. No one else nominated themselves. A motion was made by Lucy Best, one of the homeowners attending, for a vote to approve the new terms for Scott Schofield, Holly Smith and Shauna Wall by acclamation. That motion was seconded by Patrick Hayes. A voice vote was taken and all homeowners in attendance voted in favor.
6. **Discussion of other matters:** Holly asked the homeowners in attendance if there were any matters they were looking to discuss. No additional substantive matters were discussed.
7. **Adjournment:** A homeowner made the motion to adjourn and another seconded. All in attendance voted in favor.



---

David Geffen  
Secretary