

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

DECEMBER 3, 2024 – 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.

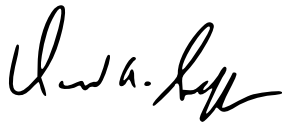
**Others:** Sherri Swing (Association Manager/Architectural Control Coordinator) and Cory McNeely (Financial & Billing Manager).

**Homeowners:** Eight 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 2023 financial statements, October 2024 YTD financial statements and operating budget for 2025:** Cory reviewed the previously listed items which were mailed to HOA members with the Annual Meeting Notice. He shared that the PHOA had a healthy cash balance for its current needs and that for that reason the Board did not increase annual fees for 2025 even though the last HOA fee increase was in 2019. Cory noted that in 2024 the Pinebrook Master Association (PMA) HOA fee per member included in Pinebrook HOA members' annual fees was \$168 and that amount will increase again in 2025.
3. **General Update of PHOA Activities and Community Projects:** The follow items were noted: 1. a new play structure is being installed in Spring 2025 at the corner of Pine Ridge Drive and Ridge Way; the old play structure there will be removed this month, 2. the play structure at on Canyon Drive (near the second hairpin turn before Pine Ridge Drive) is being removed as it is very old and was never used much; it will not be replaced as the Board doesn't view that as an ideal location given traffic and lack of parking, 3. the mailbox station on Pine Ridge Drive was renovated to add parcel lockers, 4. the HOA again sponsored the twice per year chipping program held in Pinebrook Park in May and September 2024, and 5. Pinebrook held a community-wide fire safety education day in Pinebrook Park in May with strong attendance.
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 five years, the work done this year 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 the first half of 2025. He noted that in the past five years that approximately 170 open space acres in Pinebrook have been treated and that a significant amount of material cut in 2024 was burned in recent weeks with more to be burned after the snow recedes in 2025. Alpine

Forestry, a local forestry company that has provided these services to Pinebrook in the past, continues to handle the burning for Pinebrook. 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 two current members of the Board whose terms were expiring were running again for seats on the Board (Chris O'Connell and Steve Warner). 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 one of the homeowners attending to approve the new terms for Chris and Steve by acclamation. That motion was seconded by a second homeowner. 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. There was some discussion about exterior home lighting issues and the new County ordinance regarding lighting, and certain complaints were mentioned regarding commercial vehicles and RVs in homeowner driveways. 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