

Approved
July 15, 2014, as written

PINE MEADOW RANCH OWNERS ASSOCIATION
MONTHLY BOARD MEETING
RANCH MANAGER'S OFFICE
PINE MEADOW RANCH WINTER PARKING LOT
JUNE 17, 2014

In Attendance: Tony Tyler-President; Dan Heath-Vice-President; Honey Parker Secretary; Pat Kreis-Treasurer; Matt Brown (Area 1), Tom Deaver (Area 4) Mike Gonzales (Area 6); Nick Boyle (Area 7)

Ex Officio – Jody Robinson, Ranch Manager

Excused – Jeremy Jespersen (Area 2); Alan Powell (Area 3); Mark Hodgson (Area 5)

Guests: Don Boyce, Boyce's Corner; Don Kreis, Lot F-23; Chad, Lot D-178

Tony Tyler called the meeting to order at 6:31p.m.

Approval of Minutes

MOTION: Nick Boyle moved to APPROVE the minutes of May 20, 2014 as written. Tom Deaver seconded the motion.

VOTE: The motion passed. Matt Brown abstained.

Owner/Visitor Open Forum

Chad Markle, Lot D-178, had seen Jody grading the road on Porcupine Circle. As a new owner he was interested in understanding what occurs during the Board meetings.

Mr. Tyler noted that Jody had graded the road but no additional material was added. At the last meeting the Board discussed adding road material on Porcupine Circle but it had not yet been approved.

Mr. Tyler reported on a phone call and email he received from Mr. Bethke, Lot D-69, regarding the Yurt. Mr. Bethke had dismantled the Yurt and was selling it to a potential buyer this week. He had sent Mr. Bethke an email confirming that the Board would not levy the fines approved at the last meeting.

Mr. Deaver stated that people in his area had contacted him asking if the Yurt had been removed.

New Construction/Additions

Mr. Tyler noted that the Board needed to formally approve the garage plans for Matt

Brown, Lot SS144-A, based on the materials he had submitted through email. Mr. Tyler thought the materials were satisfactory and he had no other issues. Mr. Brown had also submitted a check for the impact fee.

Mr. Deaver asked if the upper space in the garage would be storage or living space. He noted that the plans approved by the Board did not have utilities and water. Mr. Brown replied that the garage would have power and water, and that was reflected in the amount he paid for the impact fee. Mr. Brown stated that it was a truss roof. Mr. Deaver clarified that it would not be a mother-in-law apartment.

MOTION: Mr. Tyler moved to formally approve the garage plans for the garage on Lot SS144-A, Matt Brown. Pat Kreis seconded the motion.

VOTE: The motion passed unanimously.

Mr. Tyler commented on two construction related issues. He noted that Mr. Caputo had a dump truck and a trailer parked next to Bobcat. He gave him a warning and asked him to move it, and it was gone within half an hour.

Mr. Tyler stated that Mike Olsen was building a home between Alexander and Elk on Pine Meadow. Mr. Olsen has had a few issues primarily related to his contractors. One example was that they brought in a concrete pumper truck and completely closed off the road. Mr. Tyler asked the driver to move the truck but he was uncooperative. He informed the driver that if the truck was not moved the property owner would be fined. Mr. Tyler contacted Mr. Olsen and he came up immediately and handled the situation.

Mr. Tyler stated that Mr. Olsen and Mr. Caputo are now fully aware that parking on the road is prohibited and the Board would take some type of action if it occurs again.

Ms. Kreis reported that Michael Caputo said he would send his impact fee directly to Carol; and Carol verified that she had received his check. Mr. Tyler stated that he had received the signed Lot Improvement Plan Agreement from Mr. Caputo, as well.

Mr. Deaver stated that seven vehicles were parked at the new pump house at Bobcat for a couple of days. After a few days he was able to talk to someone. It was a girl's organization group and he was told that Mr. Hamilton gave them permission to park there. Mr. Deaver informed them that Mr. Hamilton was not a Board member and did not have the authority to allow them parking. He directed them to the community parking lot where they need to park. Mr. Deaver noted that at that point the group was leaving, but they agreed to park in the parking lot in the future.

Ranch Manager's Report

Jody Robinson reported that the equipment was in good shape except for the tractor. It is being worked on and it still needs a shaft and couple of seals. Jody believed the parts were available.

Jody has been prepping for mag water, which was scheduled for July 1st. Mr. Tyler asked if Jody intended to close down the road to apply the mag water. Jody answered yes and noted that he does it every year. He will close it the morning of July 1st. and open it the next morning on July 2nd. Mr. Tyler would post a notice on the website.

Mr. Brown asked about the route for mag water. Mr. Tyler stated that they plan to mag water from the end of the good pavement on Tollgate all the way to the gravel pit, because new gravel will be installed on Arapaho. They also plan on doing the steep hill on Forest Meadow. If anything is leftover, they would do the steep section of Pine Meadow after Alexander to Elk.

Jody stated that he had only ordered one load, which should take care of the main roads. He still needed to gravel and he was unsure whether the graveling would be done in time for mag water. He could order another load later if needed. Jody reported that he put 21 loads of gravel down the canyon to prep for mag water.

Mr. Tyler asked if Jody needed additional funds for other projects between now and the July Board meeting. Mr. Tyler stated that after Jody gravels Arapaho, the next priority should be the asphalt repairs along Tollgate and the ditches, as well as pothole repairs on the Forest Meadow side.

Mr. Deaver stated that Colleen Gentry at 2171 Running Deer Circle had requested that something be done with the road in front of her house because it gets muddy and sinks whenever it gets wet.

Mr. Tyler remarked that at the last meeting the Board approved Arapaho Road and the Tollgate Canyon/Forest Meadow road budgets. Other potential projects included Forest Circle at an approximate cost of \$6,200; the lower parking lot at \$4,000; Pine Meadow Drive from the switchbacks to C7 estimated at \$18,000; Navajo Road from Arapaho to Uinta View for approximately \$5,200.

Mr. Deaver stated that an owner requested that they go all the way to Evergreen and the Board had approved it. He pointed out that the washout from Uinta View to

Evergreen was so bad that the stubs will destroy the blowers this winter.

Mr. Tyler outlined additional projects as putting 3" rock on Elk Road from Pine Meadow to D38; road base on Modoc Loop at \$5,000. He noted that the Board decided not to do Aspen View from G53 to G58 because the road was in good condition. Fixing the mud bog on Navajo from Running Deer to Yellow Moon was estimated at \$5,600 for primarily 3" rock. Heather Lane from Navajo to E77 was a \$1300 project. Porcupine Circle, mostly 3" rock, was estimated at \$4,450. Hidden Circle was a \$3,000. Mr. Tyler noted that there was no cost estimate to pull back the banks at the Grandview/Forest Meadow intersection.

Ms. Parker asked if the Water Company's plan for the road would impact how the Board would choose to allocate money for roadwork. Mr. Tyler stated that it could to some degree, but he was unsure of the impact at this time.

Mr. Heath volunteered his time and the use of his trackhoe for cutting back the banks on Grandview if the Association would cover the diesel cost.

Mr. Deaver recalled a discussion last winter about owners who had purchased corrugated steel culverts. He understood that Jody had a full slate with all the projects, but Jody had said that he would bury those two culverts when he had time. Mr. Gonzales thought that should be a private installation. Jody agreed. Jody thought the Association should get away from installing private driveway culverts. He stated that if he were to hit the power line in the bar ditch, the HOA would be liable for the cost; not the homeowner.

Mr. Tyler could not recall the Board approving Jody to install the culverts. Jody stated that it was approximately three months earlier. Mr. Deaver stated that he would tell the owner that he needed to make other arrangements to bury the culverts. Mr. Tyler thought it should be made clear that the HOA does not handle any private property improvements; and driveway culverts are considered private property improvements.

Mr. Tyler had driven the Ranch to check out the roads. He stated that the section past Navajo on Pine Meadow has two very large springs that he thought would stop running, but they have not. He recommended at the very least putting down road base and possibly installing french drains and culverts. It is a major route that is heavily traveled.

Mr. Tyler asked about the budget for road projects. Ms. Kreis stated that the budget was \$125,000 for general road repair and \$50,000 for aggregate. Mr. Tyler noted that at the last meeting the Board approved a budget for Tollgate Canyon asphalt and fixes, which includes the Forest Meadow side, at \$11,800. They also approved an estimated

\$30,000 chip seal budget for Tollgate Canyon. The budget for mag water was \$6,000. Road base on Arapaho was approved at \$17,700. He stated that the total amount approved at the last meeting was \$59,000, which included the separate \$6,000 line item for mag water. ‘

Mr. Tyler reported that he had been working directly with the Water Company on a bid package that was sent out. The State required the Water Company to send out a bid package for 30 days before they spend any of the loan proceeds. Mr. Tyler noted that the Water Company had pulled back on the scope of the roadwork considerably, and the proposal is only to resurface the lower section of the road. It would not be widened and retaining walls would not be installed. They did agree to include chip sealing the good section of pavement above. Since the Water Company agreed to chip seal that portion, the HOA could use the \$30,000 budgeted for chip sealing on other projects.

Don Boyce, Lot Pi-68, commented on the dangerous situations that are created by people driving too fast on the roads. Pat Kreis recalled that the Board had discussed putting up electronic signs that check the speed people are traveling. She thought the electronic signs would be a huge benefit to the Ranch to remind people that the speed limit is 20 miles per hour.

Mr. Tyler stated that the road itself is considered a private road by Summit County. Therefore, the County does not enforce the speed limit on the road. If an accident occurs and excessive speed is considered an aspect, the sheriff has the ability to write a ticket based on excessive speed, but he cannot issue a ticket based on speeding.

Ms. Kreis preferred to be proactive to avoid accidents rather than reactive after an accident occurs. Mr. Tyler thought the Board should discuss posting speed limit signs and eliminate the speed limit suggestion. Even if they could not enforce it, a posted speed limit sign would remind people to slow down. He noted that Summit County purchases electronic signs that read individual speeds for \$4500 each, excluding the solar panel and the battery pack. Ms. Kreis acknowledged that the electronic signs were cost prohibitive.

Mr. Heath stated that several years ago Summit County was not opposed to loaning the Ranch an electronic speed sign for a few weekends at no cost. He would also like to ask the County if the Ranch could park an off-duty police car on the side of the road. Ms. Parker thought the Board should pick key dates, such as holiday weekends, and ask Summit County to borrow the signs. Mr. Tyler offered to follow up with the County to see if that was possible.

Mr. Tyler asked Jody how many additional projects he thought he would have time to do

before the end of summer. Mr. Tyler noted that transportation was 80% of the cost of road base. If the transportation costs double due to the I-80 construction project, that means the cost of the loads would double from what they paid last year. He thought the Board should carefully choose the projects to do now and try to save money for later projects. Mr. Heath recommended that they look at ditching and culverts before laying road base to minimize wash out of the new material. Mr. Tyler agreed that this was a good time to focus on drainage issues.

Mr. Brown thought the budget was too high for Forest Circle. He thought putting two truckloads of gravel and grading the back would be sufficient. Mr. Heath stated that the problem was a low spot in one area on Forest Circle that would not drain. Mr. Tyler suggested that the Board approve a maximum budget for the project and let Jody use his discretion, based on the cost of road base and his time constraints, to determine what the roads actually need.

Mr. Boyce asked if Summit County could use their trucks to haul the materials since it was taxpayer money. Mr. Tyler was certain the County would not do it. Mr. Heath agreed, particularly since it was for private roads. Mr. Tyler stated that he was working with Summit County to try and get them to help in some way, but they would not haul for a private entity.

Mr. Tyler summarized the three additional projects as Forest Circle with a \$6,200 budget; Porcupine Circle at \$4,450; and Pine Meadow Drive from the switchbacks to C7. The total budget for Pine Meadow Drive \$18,000; however, Mr. Tyler did not believe they would spend the full amount this year because the upper section of Pine Meadow Drive was still in good condition. Mr. Tyler suggested that they fix the two springs and regrade and add some material. Jody stated that he would like to build up the road with 3" base because the road is lower than the ditch. Jody thought \$8,000 was a more accurate budget for Pine Meadow Drive. If the amount was too low he would request additional funds at the next meeting.

Ms. Parker asked about the cost of diesel for Dan Heath to use his trackhoe from Grandview to Forest Meadow. The Board agreed that Mr. Heath should be compensated for fuel. Mr. Heath stated that he would like to have a spotter work with him to control traffic. Mr. Brown offered to help Mr. Heath.

Jody asked about Windy Circle. Mr. Gonzales suggested that he grade Windy Circle and see what it looks like before deciding whether to not to add material.

Water Company Report

The Water Company Board had cancelled their June meeting and there was nothing to report.

Mr. Tyler commented on a poor section of road at the entrance of Tollgate Canyon from the mailboxes to Forest Meadow, including the Forest Meadow intersection. He noted that the Water Company has already completed engineering work for the entire section of the road, and he asked the Engineer to separate the cost of just the section he mentioned. Mr. Tyler stated that if the HOA was saving \$30,000 on chip sealing, they may be able to hire someone to widen the lower section to a more manageable width and reconfigure the intersection with Forest Meadows before the road is repaved.

Mr. Deaver liked Mr. Tyler's idea, but he questioned the need to reconfigure the Forest Meadow intersection. Mr. Tyler stated that he may be the exception but he has difficulty seeing cars, even using the mirror. He thought the bigger issue was that the section coming into the intersection was not wide enough for two cars. He suggested that it might be worth looking at.

Ms. Kreis recalled previous discussions about identifying areas on the Ranch that are extremely dangerous and hiring an engineer do an analysis. She asked if the area Mr. Tyler mentioned would be a candidate for that type of analysis. Mr. Tyler replied that it would be and that the engineering analysis had already been done. Mr. Tyler clarified that he was only suggesting it as something to think about. He was not asking the Board to make a decision. Ms. Kreis stated that if the money would come out of this year's budget, they should get bids so the Board would know the cost and could make a decision. Mr. Deaver asked if Mr. Tyler could have the engineering analysis for the next Board meeting. Mr. Tyler would follow up with the engineer. However, he agreed with Mr. Gonzales about looking at the dangerous areas on the Ranch before they spend \$30,000 on the lower portion of Tollgate Canyon. Ms. Parker concurred.

Mr. Brown thought they should also look at using some of the money to replace the signs on the Ranch. They have talked about it for years but have done nothing. Mr. Tyler pointed out that there were two different types of signs; safety signs and street signs. He noted that Ms. Parker had designed signs last year, but they needed a sign count and it needed to go out for bid. Mr. Brown suggested that they replace 25 signs at a time rather than trying to replace all the signs at once. Ms. Parker recalled that the Board previously talked about color coded directional signs.

Matt Brown volunteered to follow through on the sign project.

Ongoing Business

Architectural Guidelines

Mr. Tyler had received comments from most of the Board members but he was still waiting for others to respond. He encouraged the Board members to send their comments so he could finalize the Guidelines and post it on the website.

Ms. Parker had seen emails with suggestions and she asked if the document had been revised. Mr. Tyler replied that he was waiting for all the changes before revising the document.

Fire District Land Lease

Mr. Tyler needed to do further research, but he had a draft lease agreement. The Fire District had put out an RFP for their building. He asked Jody Robinson to review the RFP for the HOA. He pointed out that per a previous discussion the Fire District may donate the building to the Ranch in exchange for land. Mr. Tyler wanted to make sure that it was what Jody wanted for the equipment. Mr. Deaver understood that the Ranch would give the Fire District a discount on the property as a credit for what they did on the building. Mr. Tyler replied that this was correct.

Summer Road Projects

Mr. Tyler summarized the approved road projects from their earlier discussion. Forest Circle was \$6,200; Porcupine Circle was \$4,450; Pine Meadow Drive was \$8,000. The Association would reimburse Dan Heath for fuel for his trackhoe on the roadwork he had volunteered to do. Mr. Tyler asked Mr. Heath to contact Jody when the work was completed so he could inspect it.

New Business

Long Term Planning was postponed to the next meeting.

Mr. Gonzales asked for an update on the chipper. He noted that the forest looked bad in some places and he was willing to use a chain saw and his trailer to pull out some of the logs if he could leave the logs for people to take for firewood. He wanted to make sure the remains would be chipped before he started the work. Mr. Tyler stated that anything less than 6" in diameter goes in the brush pile to be chipped. If the larger logs are set off to the side, he believed that people would cut them up and use them for firewood. Ms. Parker could post it on the website and Facebook once the logs are available. Mr. Deaver had a log splitter that people could use if they contact him. Mr. Tyler cautioned Mr. Gonzales to make sure he had the property owner's permission to

cut down the dead trees.

Mr. Deaver reported that Colleen Gentry, Lot PI-C-23, had requested a burning permit for branches prior to this storm, when the no fire sign was posted. He had told her that burning was not permitted if the fire sign was posted. He also told her that the Fire District could also assess a heavy fine. Mr. Tyler confirmed that if the no fire sign is up, a burning permit could not be issued.

Mr. Boyle reported that a lot owner had complained about dogs being walked without leashes. Mr. Tyler stated that the Ranch policy on dogs is that the HOA takes no official stance. It is an issue for the Summit County Sheriff. Animal control will come up on the first instance of finding a pet off leash and they will fine the owner. However, animal control must see the pet off leash before they can take action. The owners have been encouraged to contact animal control when they see a violation.

Monthly Budget Review

Pat Kreis noted that they were at 92.3% of budget and there has been a positive flow of the current years assessments at this time. She understood from Carol that it was higher than in past years.

Ms. Kreis reviewed the unpaid bills detail. Jody noted that the charges on the Capital One credit card were for the steel plates at the bottom of the canyon and licensing for the Ranger and the truck. Ms. Kreis remarked that the Summit County Recorder was for the lien release. Jody stated that the Wheeler Machinery bill was for cutting edges for the grader.

MOTION: Pat Kreis moved to pay all of the bills as presented. Tom Deaver seconded the motion.

VOTE: The motion passed unanimously.

Jody presented bills from Dirt World in the amounts of \$3,359.96 and \$1845.

AMENDED MOTION: Mr. Tyler amended the previous motion to include the two amounts from Dirt World on Invoices #246 and #247 in the amounts of \$1845.00 and \$3,359.96. Tom Deaver seconded the motion.

VOTE: The motion passed unanimously.

Mr. Tyler asked Jody to inform Dirt World that future invoices must be received in

advance of the Board meeting or they would not be paid until the following month.

Ms. Kreis stated that Carol wanted the Board to be aware that there were two parties interested in procuring land that the HOA owns. She noted that Carol had included a detailed account on the last page of the handout.

Ms. Kreis would scan the letters and email them to the Board for review and discussion at the next meeting. Mr. Tyler would get contact information from Carol and follow-up with the perspective buyers.

Mr. Tyler commented on the UDOT-I-80 construction. He posts updated information on the website as he receives it from UDOT. An angry Tollgate resident had called him complaining about the road being closed and stating that the State should reimburse her for having to detour out of her way. She was also concerned about emergency situations. Mr. Tyler pointed out that he does not have the authority to open the road when UDOT closes it. The best he can do is to notify the property owners of current circumstances as he is updated by UDOT. He understood the frustration with the road closure and the long detours, but he has no recourse to change it.

The meeting of the Pine Meadow Owners Association Board adjourned at 7:38 p.m.
