Pine Meadow Ranch



Annual PMR Owners Association Meeting

November 15, 2022

6:30 PM

In Person and

Zoom Meeting

Annual Meeting Agenda

- Introductions
- About the PMRHOA
 - a. Statistics of Interest
 - b. Lot Improvement Plan Approvals in 2022
- 2021 Minutes Approval
- 2022 Elections
 - a. Candidate Introductions and Statements
 - b. Voting will happen via mail to all owners
- Amendment to Bylaws allowing electronic voting for elections
- 2022 Projects
 - a. Completed
 - b. Tollgate Fire Safety Committee
 - c. Priorities and Broadband Update

- 2022 Financials
- 2023 Budget Review
 - Integration of Fire Mitigation Budget
- Open Forum
- Voting by Owners on Minutes, Budget and Special Assessment and Amendment to Rules and Regulations
 - a. Ballot voting for those present
 - Ballot voting for those on Zoom– 24 hours after receiving ballot in email from PMROA
 - c. Email on results will be sent out to those who attended the meeting and posted on PMROA Web site

About the Ranch in 2021



Owner Type	Number of Lots
Land Only Owners	353
Part Time Residents	299
Full Time Residents	154
Total	806

- Statistics as of Nov. 2022
- Total Builds 453
- 24 New Builds in 2022
- Total Revenue from New Builds in 2022: \$164,052



Data From Summit County – 2022

■ Total Lots 805	Taxable Value	2023 NFSD	Tax Assessment
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■ Full time - 153 \$57,309,545 .0014 \$80,233.36

■ Part Time - 317 \$182,057,259 .0014 \$254,880.16

■ Land Only - 335 \$40,667,152 .0014 \$56,934.02

2021 Annual Meeting Minutes

- The Power Point presentation for last years meeting is on the website for review which included the approved Budget.
- The draft minutes for last years Annual Meeting are posted on the website for owner's review. A limited number of copies of the minutes are available for review for those present.

2022 Elections

- Secretary (3 Year)
 - Christine Moore
- Treasurer (3 Year)
 - Andrew Pagel (incumbent)
 - Eric Leonard

- Area 2 (3 Year)
 - Marty Hansen (incumbent)
- **Area** 6 (3 Year)
 - John Kleba
- Area 7 (3 Year)
 - Taissa Folden

2021 Ranch Projects

- Yearly mag-water application in June.
 Gravel on the following roads:
 Forrest Meadow
- - **Bull Moose**
 - Forrest Circle
 - Willow Way
 - Willow Circle
 - Crow Loop
 - Canyon Loop
 - Canyon Road
 - Pine Meadow Road
 - **Iroquois Loop**
 - Navaho Road
 - Valley Vista Drive
 - Tollgate Canyon
 - Arapaho Drive
- New Culverts on Unita View and intersection of Arapaho-Forest Meadow Culvert repairs and cleaning of ditches around the Ranch.
 Sign repairs around the ranch.
 Grading, watered and rolled roads through out the Ranch.
 Purchased a new Flail mower to mow the sides of roads.

- Purchased a new spreader for sanding roads in the winter. Snow equipment is prepared for snow plowing and sand is in the shed for winter.

2021 Ranch Projects (continued)

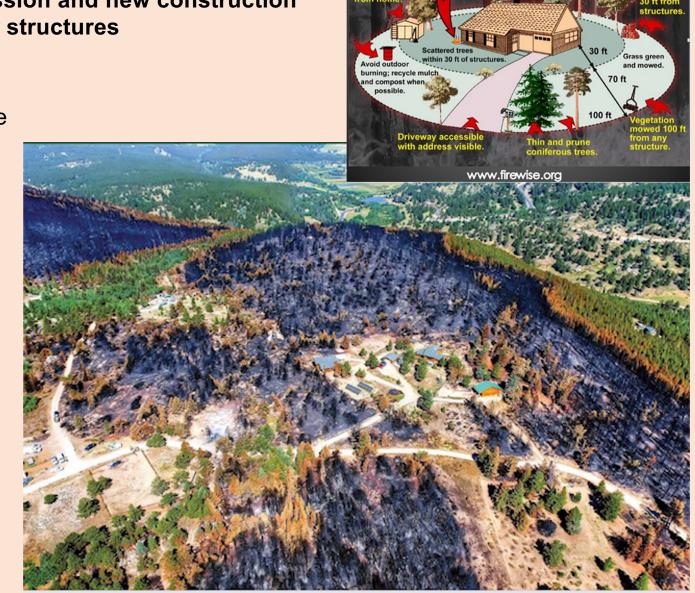
- Fire Mitigation efforts by the Fire Committee
 - ➤ Two Tollgate Canyon cleanup projects
 - Expanding and maintaining burn piles
 - > Supporting owners' efforts to clean up lots
 - Fire Safety Event to educate owners on fire safety
- ➤ Issues and Opportunities:
 - ➤ Water Company integration with Mountain Regional
 - **▶** Communications with Owners
 - ➤ Broadband Opportunities on the Ranch



Why is fire safety important?

Changing climate trends, 100 years of fire suppression and new construction means there is a greater likelihood of wildfire near structures

- Fire safety practices work!
 - Increase chances of your home surviving a fire
 - Protect your families, friends and community
 - Protect your investment!
- Insurance companies have been declining policies
 - Community-wide fire risk reduction practices can impact ISO ratings for insurance
 - Tollgate and North Summit ISO rating is currently 10/10 (bad)
- Forest Conservation: Fire used to clear forests, now we must do it to have healthy forests & happy wildlife



Are You Firewise?

2022 Accomplishments

Evacuation Plan

- Collaborated with Kathryn McMullin (County Emergency Manager) to create an Evacuation Plan specific to Tollgate.
- Increased community knowledge of the stagecoach evacuation route, the Tollgate specific emergency alert system, and how to be prepared.
- Distributed to residents via a local HOA website, over social media, through emails
- Distributed to county officials including the sheriff, county emergency manager, and Chief Ben Nielson.

CERT Team

- A team of Tollgate residents are in the process of becoming CERT (Community Emergency Response Team) certified
- Online trainings and hands-on training with the county Emergency Manager happen on a scheduled basis.

Clean Up Days

- Three days (one each in June, July and August) were spent by volunteers removing flammable materials along roads and properties
- Wildland Fire professionals were consulted with to selected strategic locations to increase successful firefighting efforts
- A total of 106 volunteers put in a total of 579 hours on these days
- Community members and local businesses donated raffle items and money for food

Fire Safety and Awareness Day

- Presentations about Tollgate's emergency evacuation procedures, creating defensible space around homes and other topics
- Distributed Tollgate specific evacuation plans, emergency phone numbers, and encouraged residents to become involved in fuel mitigation.
- Residents heard from and connected with a variety of county officials and professionals.

Signage

- A group of volunteers started the process of developing an efficient sign strategy
- Future plans include purchasing and hanging emergency evacuation signs.

2022 Fuel Reduction Work

Professional Fire Mitigation Work

- After an RFP process, Alpine Forestry was hired and completed fuels reduction work along the major evacuation corridors, Tollgate Canyon Road and Forest Meadow Road, totaling 8 miles.
- Safer evacuation out for Tollgate Canyon Community
- Safer egress/ingress for firefighters, emergency responders or utility workers.

What exactly was done?

- Fuel mitigation and tree work done 10ft on either side of the roads.
- Recommended amount of space to be cleared along roadsides is 20ft on either side.



Summary

Mitigation - \$56,400

Burn Pile Management - \$6,000

+ Stacking - Pending

Includes \$6,000 in Donations

2022 Fire Budget and Projects				
Funding Source	Budget	Cost		
HOA Fire Budget 2022	\$ 15,000			
2022 Special Assessment	\$ 45,336			
Donations	\$ 6,000			
	\$ 66,336			
Projects				
Mitigation		\$ 56,400		
Burn Pile Management		\$ 6,000		
Burn Pile Stacking		\$ 5,000	Estimated	
		\$ 67,400		
			2	

2023 Budget Priorities

Budget Request

- Currently, Fire Safety Committee (FSC) receives \$15,000 from general budget
- Approximately \$70/lot increase for FSC: \$56,000 budget

2023 Budget priorities

- Out of remaining 27 HOA miles of roads, 7 would receive shaded fuel break work.
 - Cost estimate \$8,500/mile. I.e. 7 miles= \$60,000
- Burn pile management (re-stack & burning), 2022 estimate \$10,000
- Signage, 2022 estimate \$1,000
- Additional funds & donations will be used to work through future goals and continue the fire safety and education needs of the community

Total Proposed 2023 Budget: \$71,000

Multiply our Money with Federal Grants

With an annual budget for fire and safety we are able to apply and receive federal grants to increase our available funds by 300-500%

Grant Funding Matching?

- Recipients (HOA) must typically match 25% of funds approved
- Consist of general budget and volunteer hours (\$28.50 per volunteer hour)

Applied For

- FEMA Grant-
 - Applied in March 2022
 - Potential for up to \$240k
 - HOA to match \$78k over 3 yrs

Opportunities

- Community Wildfire Defense Grant-
 - Through US Forest Service
 - Up to \$10M per applicant(25% Match)
 - Turn our \$71,000 into \$284,000 each year for 5 years

Many More opportunities available!

What can we use grant funds for?

- Education
- Mitigation
- Equipment
- Professional work
 - Long term plans & physical labor
- Administrative costs
- Much More!

Working Towards a Safer Community

Continued Road Fuel Mitigation Work (Volunteered and Paid)

Provide safety corroders for evacuation & fuel breaks to slow fires.

Emergency Exit & Safety Zone Signage

Reduce confusion and increase safety during an evacuation or emergency

Burn Pile Management

Provide an easy & inexpensive avenue for home owners to remove fuel material

Pond Dredging

Reduce refill time for helicopters & fire fighting equipment

Safety Zone Improvements

Improve safe spaces during emergency and improve helicopter evacuation capabilities

Local Official Partnerships & Education

Continued volunteer days and education events to help prepare our community

WHY VOTE YES?

Fire Safety Committee is dedicated to encouraging and supporting fire safety of the Tollgate Community through mitigation and education with:

Guidance from Professional Organizations and Experts

- National Firewise Fire Mitigation Framework
- County Emergency Manager Kathryn McMullin
- County Fire Warden Bryce Boyer
- Regional Wildland Urban Interface Specialist Travis Wright
- Wildland Fire, Emergency Response, Resource Management Professionals at Alpine Forestry

Proven Track Record of Accomplishment and Fiscal Responsibility

- A consistent budget provides year over year improvement opportunity
- Money spent on direct fire mitigation and community safety

Thank you to everyone who has worked hard to help make Tollgate a safer community!

2022 Updates to Architectural Guidelines

GUIDELINE 4.1 SIDING - Broadened List of Acceptable Materials

- a. Includes Engineered stone
- b. Molded or stamped concrete resembling logs and milled logs
- c. Woodgrain & textured metal panels
 - i. up to 80% on primary structures
 - ii. up to 100% on secondary structures
- d. Formed and finished poured foundations resembling woodgrain siding

GUIDELINE 4.2 ROOF - Relaxed 4:12 Roof Slope Restrictions

- a. Lowered the minimum roof pitch to 2.5:12 from 4:12 on primary structures
- b. Introduced a 1:12 minimum pitch for dormers, breezeways, porches, decks, and other small areas (not to exceed 20% of the entire roof area)





2022 Updates to Architectural Guidelines cont...

GUIDELINE 4.4 SIZE

Established Size Limits on New Construction

- a. Set clear, definable size limits from 3,000 SF to 8,500 SF for cumulative structure square footage depending on lot size
- b. Addresses property divisions by scaling up and down with changes in lot size
- c. Owners as of July 19, 2022, are exempt for seven years or until they transfer title for value, whichever comes first



d. What counts as SF? The Architect's calculations for the Main Level + Upper Level(s) + Lower Level(s) + Garage + Shed (if over 120 SF) + Barn + ADU

First Quarter 2023 - Rental Properties

EXPECT THE HOA TO INTRODUCE LONG TERM (LT) AND SHORT TERM (ST) RENTAL RULES

- 1. <u>Summit County</u> is currently evaluating the financial benefits of ST rentals to the local economy and to their owners, versus the impact that ST rentals have on neighborhood stability, housing prices, affordability, and safety.
- 2. These same issues are relevant to our community and to our mountain environment.
- 3. The HOA will use the County's policy making decisions as guidance.
- 4. Our goal is to find a balance between owner needs and the unique qualities of Tollgate that should be protected.





HOW CAN WE ...

- 1. Better protect the investment in our mountain roads?
- 2. <u>Stabilize our road base</u> to reduce runoffs that fill our culverts with gravel and dirt?
- 3. <u>Strengthen & Solidify our road base</u> to reduce washboarding and dust?



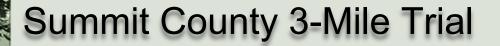
ROAD BASE EROSION: Every spring thaw and heavy summer rain, loosens portions of our road base and an unrecoverable amount flows downhill. We then spend more money to replace it.

<u>CAN WE BREAK THIS CYCLE?</u> We asked Derrick Radke, outgoing Director of Summit County's Public Works Division for his insight into our dilemma.

HERE'S WHAT HE SAID ...

Comments from the County on Our Unpaved Roads

- 1. <u>UDOT ROAD BASE:</u> Most communities use Utah Dept. of Transportation road base on unpaved roads. It's readily available and it works very well <u>under asphalt</u>.
- 2. MARBLES on MOUNTAINS: Unfortunately, on unpaved mountain roads the loose sand particles act like marbles and create aggressive washboarding.
- 3. <u>WILL MOVE a CAR:</u> Anyone notice their car move across the washboarded roads on our steep slopes? Too much sand and fines. Not enough sticky, binding material.
- 4. <u>NEEDS CLAY:</u> Our road base needs more clay to hold & bind the material together.
- 5. SOURCES of CLAY: The County has found two suppliers with a high clay road base:
 - a. Crandall Crushing in Peoa
 - b. Wardell's in Coalville
- 6. <u>CONSIDER ALTERNATIVES:</u> Like Tollgate, Summit County is looking for steep slope road solutions that provide more useful life, require less maintenance, and cost less.
- 7. <u>CONDUCT TRIALS:</u> The County's incoming Public Works Director John Angell is testing an enzyme application that makes high-clay-content roads hard as concrete for 8-years. You can re-till it and grade it if needed. Go take a look. <u>SO, WE DID ...</u>



Perma-Zyme applied to N. Democrat Alley in Kamas as a proof-of-concept product.

Hard as a rock.

https://www.substrata.us

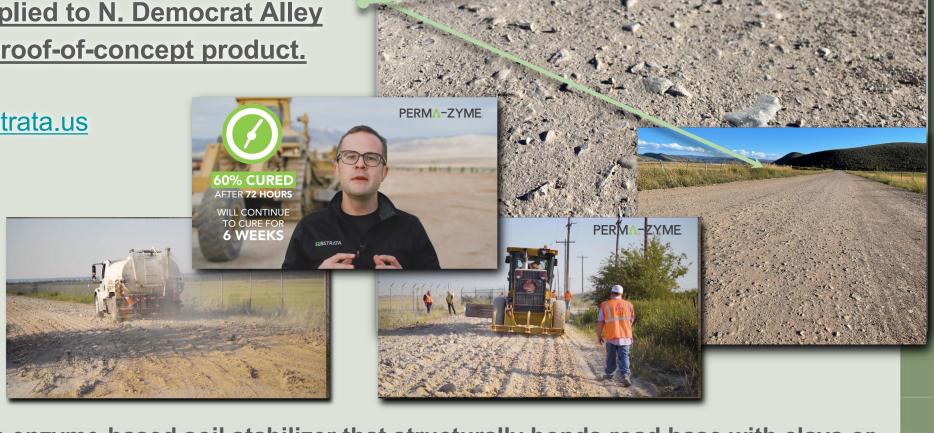


SOIL STABILIZATION SOLUTION

NFPA Rating



Health = 0Fire = 0Reactivity = 0



WHAT IS IT? An enzyme-based soil stabilizer that structurally bonds road base with clays or limestone, creating a concrete-like surface through the metabolic process of enzymes reacting with the organic matter. It reduces DUST, SPRING HEAVING & WASHBOARDING. WHAT ENZYMES? Protease & Lipase (digestive enzymes) and Chitinase (found in foods).

Will Perma-Zyme work on Tollgate's Roads?

15% plus = Ideal Clay content for Perma-Zyme to Work

11% = Tollgate's Average Clay Content from Nine Samples

21% - Crandall's White Clay

Weight (grams)

0.00%

0.00%

58.4

14.29%

153.3

37.51%

109.5

26.79%

87.5

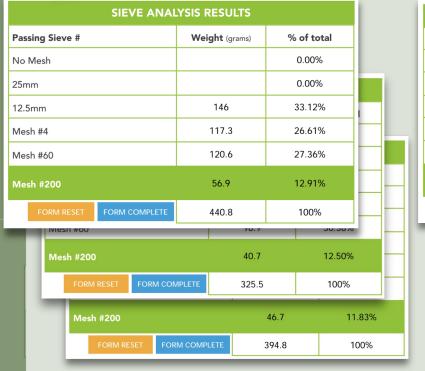
21.41%

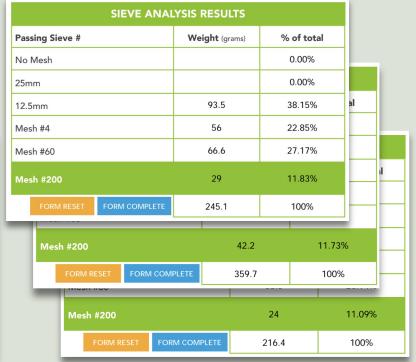
100% - Pond Clay

408.7

100%

21% to 100% = Crandall's available Clay Aggregate





	SIEVE ANAL	YSIS R	ESULTS			
Passing Sieve #		Wei	ght (grams)	% (of total	
No Mesh				C	.00%	Н
25mm				С	.00%	
12.5mm			95.1	3	3.87%	1
Mesh #4			66.8	2	3.79%	
Mesh #60			88	3	1.34%	
Mesh #200			30.9	1	1.00%	
FORM RESET	FORM COMPLETE		280.8		100%	
Mesh #200			27.1		9.77%	
FORM RESET	FORM COMPL	.ETE	277.5 1009		100%	
Mesh #200			16.7	7	9.5	2%
FORM RES	FORM COM	/IPLETE	175.	4	100	0%
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Adding Clay - Cost per 1/4 Mile for a 16 ft wide road?

- 1. CLAY plus PERMA-ZYME Cost = \$16,100 to \$24,950
- 2. \$1,700 for 3.75 Gallons of Perma-Zyme at a 6" depth
- 3. \$2,550 for 5.625 Gallons at 9" depth
- 4. Add \$8,000 if we mix 3" of high-clay-content into road base
- 5. Add \$16,000 if we mix 6" of high-clay-content into road base
- 6. Add \$3,700 if a 1" top layer of gravel is needed
- 7. Add \$2,700/wk for equipment rental:
 - Sheepsfoot Compactor & Smooth Wheel Roller
- 8. We have the water truck and the grader with rippers







Crushed Limestone - Cost per 1/4 Mile for a 16 ft wide road?

- 1. <u>LIMESTONE plus PERMA-ZYME Cost = \$16,348 to \$25,164</u>
- 2. Add \$11,948 if we add 3" crushed limestone and treat (no mixing with existing base)
- 3. Add \$19,914 if we add 5" crushed limestone and treat (no mixing with existing base)



1. AMOUNT TOLLGATE SPENDS ON ROAD BASE = \$10,223 to \$19,247

2. \$9,023 for 3" layer of UDOT road base

3. \$18,047 for 6" layer of UDOT road base

4. Add \$1,200/wk for equipment rental: Smooth Wheel Roller

5. We have the water truck and the grader

\$16,100 to \$25,164 once every eight years using Perma-Zyme?

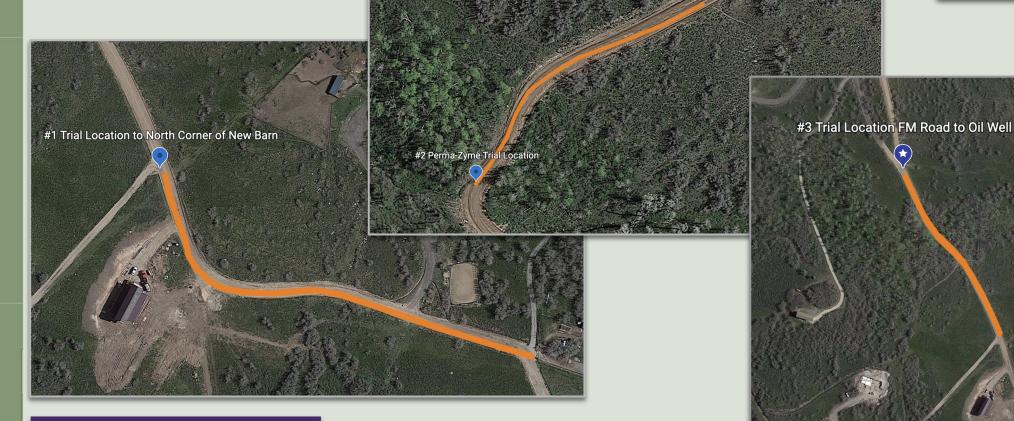


Keep doing the same thing?



Spring 2023 - Forest Meadow Road Possible Test Locations







Broadband Revisited - All West - Fiber Optic Grant

THIS SUMMER ALL WEST INDICATED IT WAS VERY INTERESTED IN HELPING
TOLLGATE SECURE A FIBER OPTIC GRANT THROUGH THE USDA'S RECONNECT
PROGRAM

Details at usda.gov/reconnect

- 1. 100% funding possible through All West and the USDA.
- 2. Also, possible that we would need to ask Summit County for funding support.
- 3. All West's focus is on Fiber to the Home.
- 4. HOA would provide All West with access to the network for 15 to 30 years.
- 5. All West would not exclude other service providers from entering the community.
- 6. Every owner decides whether or not they want service.
- 7. Owners would not be required to sign a contract.
- 8. Could offer 1 Gbs (1000 Mbps) symmetrical internet service for \$90 per month.

All West - Timber Lakes visit to see Fiber Optic Installations

In September, Board members were given a tour of the Timber Lakes Community through sections where All West has buried Fiber Optic lines during the past 1 ½ years.



Primary Fiber
Network and Power
Node with Backup.



There is typically a 30"W x 48"L x 24"D vault that serves 2-to-4 homes. The orange tube is for a 1" line with pull tape.

All West - Timber Lakes Visit to see Fiber Optic Installations

WE SAW NO DAMAGE TO ROADS. All West has worked with the community to install fiber at the same time they do road repairs.

Occasionally, there were small connector boxes in the neighborhood.





WHY ALL WEST?

- 1. <u>ACCESS:</u> All West has an empty conduit reserved on the eastbound side of I-80 that runs between Wanship and Silver Creek. The conduit can be extended under the highway at Exit 150 or attached to the bridge in order to run fiber from their Network in Promontory to Tollgate.
- 2. <u>PRESENCE:</u> All West serves Promontory, Victory Ranch, Empire Pass, Summit County government, and Timber Lakes. It is expanding into Morgan County and Weber.
- 3. <u>WILLING TO WORK ON OUR TERMS:</u> The Company is willing to work with us. The Community will weigh in before decisions are made.

2022 YTD Budget vs Actual - Income

	Jan 1 - Nov 11, 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Fire Mitigation Donation Fund			
Fire Mitigation Expenditures	-6,000.00	0.00	100.0%
Fire Mitigation Donation Fund -	6,000.00	0.00	100.0%
Total Fire Mitigation Donation Fun	0.00	0.00	0.0%
2020 Annual Assessments	450.00	0.00	100.0%
2021 Annual Assessments	3,355.21	0.00	100.0%
2022 Annual Assessments	385,973.06	400,000.00	96.49%
Construction Assessment Fees	168,861.20	42,000.00	402.05%
Other			
2022 Annual Fire Mtg Assessme	46,200.89	48,000.00	96.25%
Delinquent Assessment Fee Inc	2,382.73	2,712.65	87.84%
Finance Charge Income	1,152.80	6,920.03	16.66%
Fine income	250.00	0.00	100.0%
Keys	580.00	0.00	100.0%
Mail Box Assessment	4,976.00	5,302.50	93.84%
Parking Decals	120.00	0.00	100.0%
Road Income (Church Camps)	11,036.00	11,036.00	100.0%
Road Maintenance Cont (SS lots	9,961.08	10,100.00	98.63%
Services 5%	2,320.00	0.00	100.0%
Total Other	78,979.50	84,071.18	93.94%
Revenue-Assessments-prior yrs			
Annual Assessments 2019	16.74	0.00	100.0%
Annual Assessments Prior Year	9.00	2,000.00	0.0%
Total Revenue-Assessments-prior	! 16.74	2,000.00	0.84%
Total Income	637,635.71	528,071.18	120.75%

2022 YTD Budget vs Actual – Fixed Expenses

Expense			
FIXED EXPENSES			
Accounting-Tax Preparation	417.50	350.00	119.29%
Bank Service Charges (CC PRO)	1.42	1,500.00	0.1%
Insurance			
Cyber Ins	415.00	407.03	101.96%
D&O	2,237.00	2,216.03	100.95%
Liability Insurance	4,201.00	4,116.48	102.05%
Truck	4,684.68	5,015.96	93.4%
Total Insurance	11,537.68	11,755.50	98.15%
Payroll Expense			
Health Insurance-Employee	3,600.64	3,600.00	100.02%
Payroll	100,128.66	79,607.42	125.78%
Payroll Tax Expense	8,161.73	13,788.28	59.19%
Payroll Temp Help	3,810.40	58,275.42	6.54%
Work Comp Insurance	2,111.75	0.00	100.0%
Total Payroll Expense	117,813.18	155,271.12	75.88%
Total Payroll Expense Professional Fees	117,813.18	155,271.12	75.88%
	117,813.18 329.38	155,271.12 303.00	75.88% 108.71%
Professional Fees	•	•	
Professional Fees Mileage	329.38	303.00	108.71%
Professional Fees Mileage Secretarial Services	329.38 24,993.13	303.00 32,640.00	108.71% 76.57%
Professional Fees Mileage Secretarial Services Total Professional Fees	329.38 24,993.13 25,322.51	303.00 32,640.00 32,943.00	108.71% 76.57% 76.87%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes	329.38 24,993.13 25,322.51	303.00 32,640.00 32,943.00	108.71% 76.57% 76.87%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H	329.38 24,993.13 25,322.51 0.00	303.00 32,640.00 32,943.00 10,351.50	108.71% 76.57% 76.87% 0.0%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal	329.38 24,993.13 25,322.51 0.00	303.00 32,640.00 32,943.00 10,351.50 202.00	108.71% 76.57% 76.87% 0.0%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal State	329.38 24,993.13 25,322.51 0.00 0.00 0.00	303.00 32,640.00 32,943.00 10,351.50 202.00 25.25	108.71% 76.57% 76.87% 0.0% 0.0%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal State Total Taxes-1120H	329.38 24,993.13 25,322.51 0.00 0.00 0.00	303.00 32,640.00 32,943.00 10,351.50 202.00 25.25 227.25	108.71% 76.57% 76.87% 0.0% 0.0% 0.0%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal State Total Taxes-1120H Telephone	329.38 24,993.13 25,322.51 0.00 0.00 0.00	303.00 32,640.00 32,943.00 10,351.50 202.00 25.25 227.25	108.71% 76.57% 76.87% 0.0% 0.0% 0.0%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal State Total Taxes-1120H Telephone Utilities	329.38 24,993.13 25,322.51 0.00 0.00 0.00 0.00 1,010.85	303.00 32,640.00 32,943.00 10,351.50 202.00 25.25 227.25 1,212.00	108.71% 76.57% 76.87% 0.0% 0.0% 0.0% 0.0% 83.4%
Professional Fees Mileage Secretarial Services Total Professional Fees Property Taxes Taxes-1120H Federal State Total Taxes-1120H Telephone Utilities Propane/Gas	329.38 24,993.13 25,322.51 0.00 0.00 0.00 1,010.85 1,220.77	303.00 32,640.00 32,943.00 10,351.50 202.00 25.25 227.25 1,212.00 1,020.00	108.71% 76.57% 76.87% 0.0% 0.0% 0.0% 0.0% 83.4%

2022 YTD Budget vs Actual – Variable Expenses

VARIABLE EXPENSES				
Equipment Rental	20,685.88	20,400.00	101.4%	
Equipment Repair & Maint				
Equipment Large Mach repair	6,926.53	7,155.37	96.8%	
Equipment Large Mach repair	313.80	958.95	32.72%	
Equipment Small Repair & Ma	1,608.95	2,687.57	59.87%	
Truck-Ranger	359.98	310.32	116.0%	
Truck Expense	3,759.14	5,644.55	66.6%	
Total Equipment Repair & Maint	12,968.40	16,756.76	77.39%	
Fire Mitigation (\$70,000)	38,400.00	45,000.00	85.33%	
Fire Safety Mitigation (\$15000)	15,000.00	15,000.00	100.0%	
Diesel/Fuel/Gasoline	11,168.41	7,956.00	140.38%	
Legal Fees				
CCr's Review \$15K Cap	0.00	505.00	0.0%	
Legal Fees - Other	10,666.50	15,000.00	71.11%	
Total Legal Fees	10,666.50	15,505.00	68.79%	
Licenses and Permits	-30.00	404.00	-7.43%	
Mail Box Keys, Rekey	80.00	202.00	39.6%	
Office Supplies	426.00	505.00	84.36%	
Internet/Web Expense	554.88	400.86	138.42%	
Postage, Printing & Mailing	613.08	3,535.00	17.34%	
Computer Expense	0.00	255.00	0.0%	
	0.00	233.00	0.076	
Repairs	200.05	505.00	·	
Building Repairs & Maintenan	392.65	505.00	77.75%	
Grounds Maintenance	3,469.30	1,000.00	346.93%	
Total Repairs	3,861.95	1,505.00	256.61%	
				_

2022 YTD Budget vs Actual – Variable Expense (cont)

Road Maintenance			
Aggregate			
Purchases/hauling	100, 160.70	0.00	100.0%
Sand/Winter	0.00	10,000.00	0.0%
Slurry Seal	0.00	20,000.00	0.0%
Aggregate - Other	244.80	40,000.00	0.61%
Total Aggregate	100,405.50	70,000.00	143.44%
Culvert gravel installation	1,748.92	1,515.00	115.44%
General Road Repair			
Miscellaneous Road Projec	0.00	2,020.00	0.0%
General Road Repair - Oth€	537.32	2,500.00	21.49%
Total General Road Repair	537.32	4,520.00	11.89%
Roads-Mag Water Installation	8,272.47	15,000.00	55.15%
Snowplowing			
Junction Court to Arapaho	35,001.00	35,000.00	100.0%
Total Snowplowing	35,001.00	35,000.00	100.0%
Total Road Maintenance	145,965.21	126,035.00	115.81%
Travel & Ent			
Meals	0.00	202.00	0.0%
Meeting	276.35	505.00	54.72%
Total Travel & Ent	276.35	707.00	39.09%
Total VARIABLE EXPENSES	260,636.66	254,166.62	102.55%
Total Expense	417,960.57	477,796.99	87.48%

2022 YTD Budget vs Actual – Net Income

219,675.14	50,274.19	436.95%
20,000.00	0.00	100.0%
199.65	307.96	64.83%
199.65	307.96	64.83%
20,199.65	307.96	6,559.18%
20,199.65	307.96	6,559.18%
239,874.79	50,582.15	474.23%
	20,000.00 199.65 199.65 20,199.65 20,199.65	20,000.00 0.00 199.65 307.96 199.65 307.96 20,199.65 307.96 20,199.65 307.96

2023 Budget and 3 Year Planning

- The Board is proposing a \$40 increase this year along with integration of the fire mitigation special assessment from 2022 of \$60 for a total of \$100 increase bringing the total to \$600 for 2023 Assessment.
- The Board is also proposing a \$50 per year increase in each of the next two years.
- There continues to be a need to create a budget that is not dependent on Construction Assessments which is variable income.
- ➤ By establishing Annual HOA assessment that cover the annual budget basic services will be maintained regardless of the number of Construction Assessments that occur.
- Construction Assessments can then be used to bolster the HOA reserve balances and allow for unexpected expenses or the need to increase a specific budget area, i.e. road base.

2023 Budget – Income

Pine Meadow Ranch HOA		
ANALYSIS	12/31/2023	
Total Annual Assessments (% of #1):	\$474,516.00	100.0%
(AA % of #2):		91.9%
(AA % of #4):		85.2%
Construction Assessments (% of #2):	\$42,000.00	8.1%
Total All Assessments - Annual & Construction (% of #2):	\$516,516.00	108.9%
(TA&C % of #4):	4010,01010	7.5%
Other Income:		
Delinquent Assessment Fees (% of #1)	\$3,255.18	0.7%
Finance Charge Income (% of #1)	\$8,304.03	1.8%
Fine Income (% of #1)	\$512.48	0.1%
Keys (% of #1)	\$0.00	0.0%
Mail Box Assessment (% of #1)	\$5,355.53	1.1%
Memorial Bench Fund	\$0.00	0.0%
Parking Decals (% of #1)	\$0.00	0.0%
Road Income - Church Camps (% of #1)	\$11,036.00	2.3%
Road Maint Contribution - Other (% of #1)	\$0.00	0.0%
Road Maintenance Contribution - SS lots (% of #1)	\$10.201.00	2.1%
Services 5% (% of #1)	\$0.00	0.0%
Total Other Income: (% of #1)	\$38,664.21	8.1%
(TOI % of #2):		7.5%
(TOI % of #4):		6.9%
Prior Year Assessments collected - uncategorized (% of #	\$2,000.00	0.4%
Other Reimbursements (% of #1)	\$0.00	0.0%
TAL INCOME (before expenses):	\$557,180.21	100.0%

2023 Budget – Fixed Expense 1

EXPENSES:		
FIXED EXPENSES:		
Accounting-Tax Preparation	\$357.00	0.19
Bank Service Charges (CC Proc)	\$1,500	0.39
Insurance:		
Cyber Ins	\$421	0.1
D&O	\$2,294	0.4
Liability Insurance	\$4,261	0.8
PO Box Damage Insurance	\$0	0.0
Truck	\$5,041	0.9
Insurance - Other	\$0	0.0
Total Insurance:	\$12,018	2.2
Payroll Expense:		
Total Payroll:	\$156,658	28.1

2022 Budget – Fixed Expense 2

Professional Fees:		
Mileage	\$306	0.1%
Secretarial Services	\$33,293	6.0%
Professional Fees - Reserve Study	\$2,000	0.4%
Total Professional:	\$35,599	6.4%
Property Taxes	\$10,403	1.9%
Taxes - 1120H	1111111	
Federal Taxes	\$204	0.0%
Local Taxes	\$0	0.0%
State Taxes	\$26	0.0%
Total Taxes - 1120-H	\$230	0.0%
Telephone	\$1,224	0.2%
Utilities:		
Propane/Gas	\$1,061	0.2%
Total Utilities	\$1,061	0.2%
Water Annex-\$1300Elec,\$2600Heat,\$600 phone,\$4500Insu		0.0%
TOTAL FIXED EXPENSES:	\$219,050	39.3%

2022 Budget – Variable Expenses 1

VA	ARIABLE EXPENSES:		
	Bad Debt Expense	\$0	0.0%
	Computer Expense	\$260	0.0%
	Depreciation Expense	\$0	0.0%
	Diesel	\$0	0.0%
	Equipment Purchase	\$0	0.0%
	Equipment Rental	\$20,808	3.7%
	Equipment Repair & Maintenance:		
	Equipment Large Machine Repair	\$7,787	1.4%
	Equipment Large Machine Repair (other)	\$112	0.0%
	Equipment Small Repair & Maintenance	\$2,839	0.5%
	Truck-Ranger	\$289	0.1%
	Truck Expense	\$6,296	1.1%
	Equipment Repair & Maintenance (other)	\$952	0.2%
	Total Equipment Repair & Maintenance:	\$18,276	3.3%
	Fuel/Gasoline	\$8,600	1.5%
	Internet/Web Expense	\$425	0.1%
	Fire Safety / Mitigation Expense	\$70,000	12.6%
	Legal Fees:		
	CCr's Review	\$510	0.1%
	Legal Fees - Other	\$15,150	2.7%
	Total Legal Fees:	\$15,660	2.8%
	Licenses and Permits	\$408	0.1%
	Mail Box Keys, Rekey	\$204	0.0%
	Office Supplies	\$510	0.1%
	Postage, Printing & Mail	\$3,570	0.6%
	Rent PO Box	\$0	0.0%
	Repairs:		
	Building Repairs and Maintenance	\$510	0.1%
	Grounds Maintenance	\$1,010	0.2%
	Janitorial Expense	\$0	0.0%
	Total Repairs:	\$1,520	0.3%

2022 Budget – Variable Expense 2

	Road Maintenance:		
	Aggregate:		
	Aggregate Summer / Purchases/Hauling	\$48.264	8.7%
	Sand/Winter	\$11,718	2.1%
	Aggregate - Other	\$0	0.0%
	#401 Asphalt Major Rehab (2031) - today's cost	\$0	0.0%
	#402 Slurry Seal (2024, 2027, 2030) - \$60K today's cost	\$20,200	3.6%
	Total Aggregate:	\$80,182	14.4%
	Culvert Installation	\$1,530	0.3%
	#405 Gravel Road Culverts Repair - today's cost	\$2,500	
	General Road Repair:	\$4,030	0.7%
	14% PMR portion of Grant	\$0	0.0%
	Miscellaneous Road Projects	\$2,040	0.4%
	General Road Repair - Other	\$0	0.0%
	Total General Road Repair:	\$2,040	0.4%
	Roads-Mag Water (1 mile FM Mag water alternative)	\$25,000	4.5%
	Snowplowing:		
	Junction Court to Arapahoe	\$36,050	6.5%
	Snowplowing - Other	\$0	0.0%
	Total Snowplowing:	\$36,050	6.5%
	Total Road Maintenance:	\$147,302	26.4%
	Total Road Maintenance:	ψ141,50 <u>2</u>	20.47
	Travel & Entertainment:		
	Meals	\$204	0.0%
	Meetings	\$510	0.1%
	Total Travel & Entertainment:	\$714	0.1%
	Variable Expenses - Other	\$0	0.0%
TOTAL	VARIABLE EXPENSES:	\$288,257	51.7%
			-
TOTAL	EXPENSES - FIXED & VARIABLE:	\$507,307	91.0%
NET OR	DINARY INCOME:	\$49,873	9.0%
		-	

Reserve Budget 2022

Checking Accounts - Current	Account Interest	t	Balance	Date
Checking - 3972	0.18%	\$	454,354.56	
Checking/Money Market -0942	0.18%	\$	20,551.36	
2022 Current - Checking Account Funds		\$	474,905.92	10/6/2022
Money Market Reserve Accounts - Current	Account Interest	t	Balance	Date
Money Market 7666 Restricted	0.50%	\$	208,349.31	
Money Market-7666	0.50%	\$	116,370.53	
2022 Current - Total Money Market Reserve Funds		\$	324,719.84	10/6/2022
Funded Reserve Year	Contribution		Balance	Date
2018	\$ -	\$	210,575.86	
2019	\$ -	\$	211,569.22	
2020	\$ 73,000.0	0 \$	284,650.50	
2021	\$ 40,000.0	0 \$	324,719.84	
2022 Proposed - Total Money Market Reserve Funds	\$ 150,000.0	0 \$	474,719.84	10/6/2022
Checking Accounts - Proposed	Account Interest	t	Balance	Date
Checking - 3972	0.18%	\$	304,354.56	
Checking/Money Market -0942	0.18%	\$	20,551.36	
2022 Proposed - Checking Account Funds		\$	324,905.92	10/6/2022

Proposed Fee Schedule for 2023

PROPERTY OWNER ASSESSMENT AND FEE SCHEDULE Effective January 1, 2023

Assessments and Fee Schedule

\$600/YR
\$8000.00
40.40/05
\$2.40/SF
\$2000.00

Plans must be submitted to the PMRHOA for plan approval <u>prior</u> to seeking a Summit County Building Permit. Sheds 120 SF or under need Architectural Review Committee Approval.

Additional Assessments and Fee Schedule

Delinquent Assessment Fee	\$25.00/YR
Finance Charge Assessment	12% per annum
Assessment Rebilling Fee (reminder statements)	\$6.00/EA
Returned Check Fee	\$35.00
Lien & Collection Assessment	35% (100% upon foreclosure)
Road Damage Assessment	\$TBD (at cost to repair)
HOA Governing Documents Rules Violation (per occurrence)	Starting at \$250.00
Fire Violations (per occurrence)	\$500.00 to \$1,000.00
Resumption of Service (Paid by Buyer/Title Co)	\$50.00
Parking Decals (Max = 5 per lot, 2 Styles, Bumper or Window)	\$1.30/EA
Key Deposit (Mailbox in Tollgate, refund upon 3 keys returned)	\$50.00/EA
Post Office Box (Tollgate: Setup and Annual Renewal)	\$75.00/YR
Convenience Online Payment Processing Fee	Min \$1.00 up to 4%

Owners Open Forum

Ballot Voting Process

- There are five items up for approval
 - Approve 2021 Minutes as presented/corrected
 - Approve Minutes as presented/corrected
 - Approve 2023 Budget as presented
 - Approve 2023 Fee Assessment Schedule
- Ballot Voting for owners present will be handed out and collected
- Ballot Voting for owners on Zoom:
 - Owners on Zoom will receive a ballot via email
 - Owners will have 24 hours to return their ballot
- Owners attending the annual meeting will receive an email announcing the results of the voting
- Results of voting on the noted items will be posted on the website



Owner name _____

Member votes (1 per Lot owner) Lot # _____

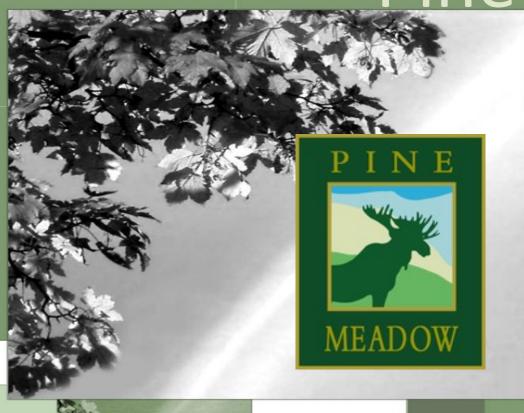
Y N Approve 2021 Minutes as presented/corrected

Y N Approve 2023 Budget as presented

Y N Approve 2023 Fee Assessment Schedule

Y N Approve 2023 New Assessment

Pine Meadow Ranch



Annual PMR Owners Association Meeting

November 15, 2022

6:30 PM

In Person and

Zoom Meeting