

PINE MEADOW RANCH OWNERS' ASSOCIATION  
MONTHLY BOARD MEETING  
IN PERSON & VIA ZOOM VIDEO CONFERENCE  
JANUARY 16, 2024

In Attendance: George Sears, President; John Adams, Vice-President; Chris Moore, Secretary; Pam Slaughter (Area 1); Marty Hansen (Area 2); Katie Winters (Area 4); Shaun Baker (Area 5); Taissa Folden (Area 7)

Ex Officio – Jody Robinson, Ranch Manager; Robert Rosing, Legal Counsel

Excused: Andrew Pagel, Treasurer; John Pettijohn (Area 3); John *Kleba* (Area 6)

George Sears called the meeting to order at 6:37 p.m.

George Sears introduced Pam Slaughter as the new Board Member representing Area 1. Pam stated that she has been a full-time resident for 19 years. She joined the Board to better understand the ins and outs so she can help her area.

## **Minutes**

### December 19, 2023

John Adams had sent his clarifications to Carol prior to the meeting.

MOTION: George Sears moved to approve the minutes of December 19, 2023, with the corrections John Adams submitted to Carol. Marty Hansen seconded the motion.

VOTE: The motion passed unanimously.

## **Water Board Meeting**

Mr. Sears reported that the Water Company Board cancelled their January meeting due to a winter storm. Shaun Baker noted that the Board voted to approve the Minutes and Unpaid Bills via email

## **Ranch Manager's Report**

Jody reported that they have been pushing snow and trying to keep the *Tollgate Canyon Road* cleared.

Jody reported a mishap with the umbilical cord on the blower that attaches to the loader. He traveled to Idaho and back that day to get it fixed. The blower is now working again. Mr. Sears reported that someone posted on Facebook calling the equipment "The Beast" Jody agreed that it is a beast. It is a cool piece of equipment, but it can also be intimidating.

Jody stated that *Tollgate Canyon Road* was getting narrow, and he planned to widen it tomorrow.

Jody noted that Trent has also been trained to operate the equipment.

Mr. Sears asked about the connector. John Adams stated that in reference to the connector, the Roads Committee reached out to the McBride's asking that since they live at the intersection of Arapaho and Forest Meadow, whether they would agree to be a primary point of contact for the HOA this winter and report on the condition of the connector throughout the winter. Mr. Adams reported that they reached

out to other members who live up and down Forest Meadow and put together a messaging group to reach out to Jody or Mr. Adams whenever there is significant snowfall of five or *six* inches or more, and when the road starts to narrow. Mr. Adams pointed out that the Road Committee reached out to a group of residents, and the feedback is working well.

Mr. Adams asked Jody if he was comfortable taking the calls or whether they should contact Brian directly. Jody replied that he had already received a call from Mr. McBride and Jody called Brian to come up. Jody preferred to be called first and he will call Brian if he needs to come up. Jody stated that he has been so busy the past few weeks he had not had time to look at how the connector was being plowed. Mr. Adams stated that before the storm Brian had done a good job of keeping it open. The snowstorm that came through with high winds kept blowing snow back on the road making it impossible to keep it widened. Mr. Adams understood that Jody and Trent have been doing as much as they can. He requested that everyone remain patient.

Mr. Sears remarked that the McBride's and anyone else who can help them stay abreast of the situation will help the HOA keep Brian focused on the connector this year.

### **Road Committee**

John Adams stated that a number of people stepped forward and volunteered to be project manager of the Roads Committee, and many of them have experience they can use either within the industry or within project management. Mr. Adams stated that a month ago *this group of five or six met and created a steering committee and selected a project manager*. The project manager will be Mark Mason, a Ranch owner on Windy Circle. Mr. Mason brings *Civil* engineering and organizational experience to the table regarding roads. Mr. Adams noted that there is also a large group of volunteers, and the steering committee will be meeting on January 24<sup>th</sup> before going back to the larger group. They will continue to pull everything relevant together and bring their observations before the Board in February.

### **Monthly Budget Review**

The Board reviewed the unpaid bills.

Jody noted that a portion of the Home Depot bill was for bolts to install the mailboxes. The Auto Parts bill were routine supplies such as anti-freeze to keep at the shop in case they are needed during the night.

Ms. Folden asked if they were still paying on the blower. Mr. Adams replied that they made a down payment on the blower but will not pay anything more until the blower is delivered. Jody was currently using a rental. The blower was a 300 day build and is expected to be delivered in October 2024.

MOTION: George Sears moved to pay the unpaid bills in the amount of \$6,383.40. \$4,000 was still being withheld from Rykestone pending completion and approval. Marty Hansen seconded the motion.

VOTE: The motion passed unanimously.

Mr. Sears stated that 2024 invoices were sent out last week and Carol had already received payments.

Most of the owners who have paid were paying the full amount of \$1721.

### **Rentals Discussion**

Mr. Sears stated that he had spoken with Shaun Baker, and he shared some good ideas. They were having challenges with renters who are not prepared for winter and who drive the wrong type of vehicle for the roads. At least one owner had not cleared his driveway to allow the renters to park. Mr. Sears emphasized that these are the same challenges that they run into every year. The rental rules are now in place, and it is important to educate everyone on those rules.

Mr. Sears invited Shaun to share his ideas. Mr. Baker stated that after talking to some of the property managers and some of the renters, he thought it would be helpful if they could get the renters and those who own rental property together for a Fall meeting. They can exchange information and they can help each other. The Board can let them know what the HOA expects of them, and they can tell the Board how the HOA can help them. As of today, he found 29 rentals and obtained 29 names. Carol could research emails and addresses and Mr. Baker would send out something to see who was interested in participating. Mr. Baker thought it might be easier to help the renters instead of fighting them.

Mr. Baker had spoken with the Richey's and the Donati's. They do know a lot of people and could possibly help as well. Mr. Baker thought having a meeting every Fall would be beneficial.

Mr. Baker stated that a few people texted him about people shooting weapons in the subdivision over the holiday. He personally heard them as well in the Uintah View area. He suggested also talking with the renters and those who have rental property about this issue. Mr. Baker was surprised to find that there were 29 rental properties on the Mountain.

Mr. Sears pointed out that a key element in the new rules is that the owner is responsible for educating the renters on the type of environment they are renting in. He believed it was more important in the winter from the standpoint of traveling the icy roads.

Mr. Baker stated that once he has all the names, he will try to figure out the best approach for setting up a meeting. He noted that Pam Slaughter had volunteered to help him gather names. Mr. Adams thought it was a great idea and asked if it was possible to schedule a meeting within the next month to address the current problems that will continue throughout the winter. Mr. Baker favored a meeting sooner to address the current problems. However, his proposal is to have a Fall meeting every year to stay current. He recognized that not everyone lives in Utah, and it might be hard to get everyone involved, but he thought they could get the majority.

Ms. Slaughter suggested that when a property sells and they know it is going into a rental pool, they should make the HOA rental document part of the closing documents. Mr. Baker and Mr. Sears agreed. Mr. Sears stated that if they have identified 29 renters, it would not be difficult to email and/or text highlighting the rental rules and ask the owner to formally register their property with the HOA as a rental.

Mr. Adams was looking at the rental rules posted on the website. He asked Mr. Rosing whether putting the rules on the website was sufficient as official notification to the owners or whether they should

have issued an official notice indicating that the Board had adopted new rental rules. Mr. Rosing stated that he always takes the position that a notice needs to be sent. Email is sufficient, but if they do not have an email address for someone, they should be notified via regular mail. Mr. Rosing suggested that the notification be sent out via email. Mr. Adams clarified that he was talking about sending it to the entire Ranch and not just the current renters.

Taissa recalled a previous discussion about having a short page of important items. Mr. Sears stated that the rules the renters are obligated to follow are addressed on one page, but they could highlight specific items. Mr. Baker asked if the list included shooting guns. Mr. Sears stated that they highlighted the key rules the owners need to communicate with their renters, which included the roads, winter, noise, fire, and other things. He could not recall listing anything about shooting guns, and he thought it would be a logical rule. Mr. Sears was certain the county rules prohibit hunting. Target practice is different, and they could consider precluding it.

Mr. Adams suggested that if wording is not within the rental rules, they should include verbiage stating that there shall be no discharge of firearms within the HOA by any renter. He was prepared to make a motion to amend the rules to include that verbiage.

MOTION: John Adams moved to amend the rules to follow the CCRs Section 12 and include verbiage stating that there shall be no discharge of firearms by renters within the HOA subdivision. Taissa Folden seconded the motion.

VOTE: The motion passed unanimously.

Chris Moore read the language from the website, Section 12: "No hunting of any nature shall be permitted within the area covered by the Pine Meadow Ranch Subdivisions, except in specifically approved areas, if any, by the ECC. Firearms target shooting is permitted only in specifically approved areas". Mr. Sears wanted to know where and who had approved the areas. He noted that they would need to go through a process of approving areas where people could discharge. The Board could revisit that language in closed session. He noted that the HOA can always revisit rules. However, they just passed a motion to amend the rental rules for no discharging of any firearms. Mr. Sears stated that after hearing the current language, the Board needed to address it specifically. Mr. Baker noted that Utah State law is vague and says, "within 600 feet of any road or building" which pretty much covers the entire Ranch.

Mr. Adams believed the amendment they just approved for not discharging firearms applied to renters because they do not have an invested interest in the community. Mr. Sears agreed that they should amend the rental rules as voted on, but they still need to look at the broader issue.

### **FEMA Grant**

John Adams provided an update on the FEMA Grant. Members of the Executive Committee included Mr. Sears, Chris Moore, John Adams, and Andrew Pagel and they needed to find a date for the Executive Committee to meet within the next week or two to finalize the RFP.

Chris asked if they were still meeting with Jody and Trent on the 22<sup>nd</sup>. Mr. Sears replied that Jody and

Trent were happy to meet with them on the Mountain unless the weather had them busy plowing. Chris suggested scheduling a time for the Executive Committee to meet on the same day either before or after their meeting with Jody and Trent. They all agreed.

### **Open Public Forum**

Lawrence Nielsen, Lot FM-D-91, wanted to know the results of the vote on the assessment. Mr. Sears referred to two links on the website. One was the election results for new Board members and the second was the Budget voting results. Mr. Nielsen stated that in the November 14<sup>th</sup> meeting it was proposed that two votes would be brought forward to the homeowners regarding the assessment. One was for the assessment and the other was to approve the 2024 Budget. John Adams pulled up the requested voting information on the screen for Mr. Nielsen.

Mr. Nielsen asked about a reserve budget. Mr. Sears replied that the reserve budget was not shown on the results because it was not separately approved. However, there is a reserve analysis and there is a preliminary update that will be posted in the next month.

Mr. Nielsen asked how the road situation will be handled from this day forward outside of plowing for the winter. When he visited his property recently, he noticed an area on Forest Meadows before the barn where they had laid down an aggregate and a mixture of other materials. He asked what the plan was moving forward for the roads.

Mr. Adams stated that the Road Committee intends to focus on everything relevant to the roads throughout the Ranch, which includes culverts, road base material, maintenance practices, and anything else related to the roads. He explained that the goal is to minimize having to go back and redo the things they currently do on a regular basis such as laying road material and watching it wash away. Mr. Adams stated that the trial that was done on Forest Meadow is crushed limestone with a binding enzyme called PermaZyme blended in. So far, the material has held up well and he was impressed with it. Mr. Adams stated that a final step this Spring is to put down one additional rolled coat of PermaZyme material.

Mr. Adams remarked that the Board has been thinking of other materials and products to test to see which product is best. He had reached out to Geneva Rock to see if it was possible to bring the \$36 per ton they paid last Fall down to the amount they pay for road base which is \$28 per ton. At this point, the pricing is firm, and they are waiting to see how the next few months go with Geneva Rock.

Regarding the long-term view, Mr. Adams stated that they will most likely see civil engineering work done on *Tollgate Canyon Road* and part of that will be to follow-up with a hydrology study. He explained that having that information will allow them to start the big repairs needed on upper and lower Tollgate. Mr. Adams noted that much of the culvert work has already been done, which is part of the civil engineering work.

Katie Winters added that the Board developed a short-term and long-term plan around the roads. One was to get control of the situation created by excessive snow removal during the winter. Short term plans were what they needed to fix immediately. A long-term plan is what they want to accomplish in

the next 10 years. The goal was to get it approved and create a steering committee and build on those two plans.

### **Architectural Review**

Mr. Adams anticipated several plans being submitted in February and March.

### **Communications**

Mr. Sears noted that earlier in the discussion they talked about making sure they get information out to the owners and staying abreast of it. Carol has been updating portions of the website to allow quicker access to certain things people are interested in. Mr. Sears does not post on Facebook, but he follows it and there is continual activity from the owners.

Mr. Sears stated that several people have asked for a quarterly or bi-annual newsletter that is broad enough to address key issues.

Mr. Sears noted that they had an overflow for the Annual Meeting this year and they exceeded the Zoom capacity license. They will be looking at ways to provide a mechanism to allow a larger number of people beyond the 100 Zoom license they currently have for the next Annual Meeting.

### **Area Rep Reports**

Area 1 – Pam Slaughter had nothing to report.

Area 2 – Marty Hansen had nothing to report.

Area 3 - John Pettijohn was not present.

Area 4 – Katie Winters had nothing to report. However, there were still issues with forwarding emails from Area 4. She and Chris Moore may have found a solution if any other Areas Reps were having that problem.

Area 5 – Shaun Baker had nothing to report except for his earlier comment about discharging firearms.

Area 6 – John Kleba was not present.

Area 7 – Taissa Folden had nothing to report.

### **Open Public Forum**

Cassie stated that when she mentioned fireworks during the rental discussion, she was told that fireworks were addressed in the new rules. She clarified that on New Years Eve huge mortars were being shot on the Mountain and it looked like it was coming from the vicinity of the winter parking lot. She was concerned with a contradiction that fireworks are not allowed but they are on New Years Eve.

Mr. Adams thought the HOA would need to make a conscious decision to have someone drive up to where the fireworks are coming from and tell the violators to stop setting them off. If they feel it is an important issue, the Board may need to revisit it next winter. Mr. Sears noted that there is a planned activity on New Year's Eve; however, the rules specify no fireworks on the Ranch. Mr. Adams thought the Board should send out something before certain holidays. He recalled sending reminders for the 4<sup>th</sup>

of July, but not for New Year's. Mr. Sears agreed.

Mr. Sears stated that the Board has spent a lot of time in the last few years focusing on fire prevention. Whether summer or winter, they are vulnerable in the mountains and regardless of the time of year, they need to be vigilant and stop any violation. Shaun Baker remarked that he is up every New Year's Eve, and this year was the most fireworks he has ever heard.

Mr. Adams asked Mr. Rosing if the Board sends out a notice a week before the 4<sup>th</sup> of July or any holiday as a reminder that fireworks are not allowed on the Ranch, if they need to say this is their first warning or whether the reminder is a warning, and they can issue a fine upon violation. Mr. Rosing replied that this was the problem with fines in HOAs. Unfortunately, under that logic they could send a letter for everything and any potential violation. It is the same problem with a sign. Using winter construction as an example, Mr. Rosing pointed out that construction does not occur in ten minutes like fireworks, and they are more likely to catch the violator. Mr. Baker agreed that it is difficult to tell where the fireworks are coming from.

Mr. Sears noted that they have email addresses for all owners except 12. Chris Moore stated that approximately 430 residents can be reached on Textedly. Mr. Sears thought some of those were duplicated and sold properties. Mr. Sears pointed out that if they send an email, they can tell who opens it.

Chris Hahn asked if the results of the assessments can be sent to the owners via email so everyone can know the results. Mr. Sears noted that it was already published on the website, and everyone has access to it. Mr. Hahn stated that because they asked everyone for their feedback and support, he thought it was important for the Board to follow up with the voting results via email on a more individual basis. A lot of people do not realize they need to go on the website to find it. Mr. Sears thought it was a good recommendation.

Mr. Sears appreciated the owners who attended the meeting this evening. He stated that this was a new year and there is a lot to do and have a lot of opportunities. Hopefully the road work they have done will help on Tollgate Canyon Road and on Forest Meadow Road. Mr. Sears remarked that the most important thing is that the Board is focusing on what they should do next and what they should do for a longer period of time. At the Annual Meeting they promised the owners they would use the additional funds for road maintenance and repairs, as well as future plans. The goal is to make the roads last longer, cut reoccurring road repair costs and to help employees function better.

The meeting of the Pine Meadow Owners Association Board adjourned at 7:47 p.m.

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