

Approved
August 15, 2023
as written

PINE MEADOW RANCH OWNERS' ASSOCIATION
MONTHLY BOARD MEETING
IN PERSON & VIA ZOOM VIDEO CONFERENCE
JULY 18, 2023

In Attendance: George Sears, President; John Adams, Vice-President; Chris Moore, Secretary; Andrew Pagel, Treasurer; Marty Hansen (Area 2); Shaun Baker (Area 5); John Kleba (Area 6); Taissa Folden (Area 7)

Ex Officio – Jody Robinson, Ranch Manager; Peggy Simeone representing the Fire Committee

Excused: Dwaine Anderson (Area 1); Katie Winters (Area 4)

George Sears called the meeting to order at 6:32 p.m.

Minutes

John Adams would send his corrections to Carol.

MOTION: George Sears moved to approve the minutes of June 20, 2023, with submitted corrections. Marty Hansen seconded the motion.

VOTE: The motion passed unanimously

Ranch Manager's Report

Jody reported that they were trying to do a lot of graveling. He noted that approximately \$33,000 had been spent so far. Jody was laying gravel on Forest Meadow Road. He also needed to fix the intersection at the end of Elk Road and the top of Alexander. They were primarily working around the Ranch getting everything graded.

Mr. Sears noted that Jody had reinforced the sign below that someone backed into. However, the Fire Committee requested that if the HOA replaced the posts the committee would paint the posts and put the sign up a little higher. It would be able to support additional signage about no fire or fireworks, etc. Jody offered to add it to his list of things to do.

Jody would be putting up the gate across the lower parking lot. It will be about halfway around the corner below his little office. It will be placed further back to keep people from going across the cutoff road from top to bottom to get around it.

Mr. Adams stated that they will need to figure out how to manage the gate because people will want to use the lot on the weekends. Mr. Sears recalled talking about leaving it open a couple of days a week. The purpose is to block off further contributions to the burn pile. Mr. Adams noted that a sign was posted stating "no commercial dumping". Mr. Sears agreed that the issue is how to manage the gate. Mr. Pagel suggested a lift lock so people who need to get in, can. If they find that people are ignoring the sign and commercial dumping continues, they can look at a different locking mechanism. Mr. Sears preferred not to have a firm lock and agreed that a lift lock or something similar would be acceptable. He asked if anyone was opposed to starting with a lift lock and initially keeping it on the honor system. There were no opposing comments.

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Mr. Sears authorized Jody to move forward based on their comments regarding the honor system.

Mr. Pagel noted that Jody had spent \$15,000 this month and he asked if Jody would be purchasing additional aggregate this month. Jody answered yes. Trucks were coming tomorrow and the next day. He anticipated another 9 or 10 tons per day. Mr. Pagel estimated another \$10,000 to \$15,000 on aggregate this month.

Mr. Pagel asked Jody about the invoice for Home Depot. Jody replied that he purchased concrete and other items to repair the fire signs. Mr. Sears asked if that was the invoice Carol had sent that day. Mr. Pagel answered no. The one today was an additional line item for the gates from Steve Reagan Co.

Monthly Budget Review

Mr. Pagel reviewed the unpaid bills. He reiterated that they would spend approximately \$25,000 this month on aggregate. They had spent more than 50% of the amount budgeted. Mr. Pagel asked Jody to estimate how much more he will need, and they can look at the budget next month to see how much additional money is available. Mr. Pagel pointed out that the base budgetary number was \$80,000 for aggregate. Mr. Adams asked if there were funds to spend on the Perma-Zyme Solution trial. Jody has an area marked off on Forest Meadow to try it. Mr. Pagel recalled that they pulled funds from the mag water budget; however, the actual cost could be \$15,000 versus \$5,000. Mr. Adams explained that 3" of limestone at today's prices to do 3/10th of a mile would cost \$15,000 for the material. If they go with 5" of limestone the cost would be \$24,000. Mr. Sears suggested that they work on the broader picture and come back to the Perma-zyme to see whether they can afford it.

Mr. Pagel stated that the question is whether they want to spend \$20,000 extra on aggregate, or whether they want to spend \$20,000 extra on a trial. Both are important. Mr. Adams stated that the section between Hillcrest and Catarina's house on Forest Meadow is the area designated for the trial. It is .35/10ths of a mile so they cannot do the whole length. He asked if they could do the upper portion. Jody thought they could and suggested the upper portion where all the rocks are sticking out.

Mr. Sears stated that this was an action item they needed to come back to relative to the budget. They should table it now but come back and look at the total budget as it applies to repairs and all other roadworks.

MOTION: Andrew Pagel moved to pay the unpaid bills as presented in the amount of \$23,961.25, including the invoice Steve Reagan Co received today. John Adams seconded the motion.

VOTE: The motion passed unanimously.

Water Company Update

Mr. Sears reported that the Water Company decided to move forward with extending the water line on

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Forgotten Lane. This is one of the last areas where the line needs to be extended and they have the funds to do it this year.

Mr. Sears stated that the rest of the Board meeting were approvals and looking at things that are coming up. Pump replacements are occurring in a few well locations.

Area 3 Candidates

Mr. Sears reported that they initially had three candidates for Area 3 Rep; however, Dave Telian withdrew his candidacy. Joe Pagel was present. John Pettijohn was not present and did not appear to be online. Mr. Sears had sent the candidate bios and information to all the Board members and the candidates were invited to attend this meeting to introduce themselves.

Joe Pagel stated that he is Andrew Pagel's brother. He previously served on the Board as an Area 3 Representative. He had to step down due to a conflict of interest and he was not able to dedicate the time necessary to be able to fulfill his role appropriately. Mr. Pagel stated that things have changed, and he now has more time. He wants to contribute his time towards continuing to make Pine Meadow the great place that it is. Mr. Pagel has owned property in Pine Meadow since 2016 and obtained his occupancy permit in 2017. He built his own house with the help of his brother, and he has been a full-time resident since then with his wife and two children.

Ratifications

John Adams stated that the Board needed to ratify a motion to approve a five-page RFQ from the State that listed approved vendors for fire mitigation work. A motion was made electronically on June 23 to keep fire mitigation work moving forward. The motion was seconded by Marty Hansen. Marty Hansen, George Sears, Shaun Baker, Taissa Folden, John Kleba, and John Adams voted in favor. No one was opposed. Chris Moore abstained.

MOTION: John Adams moved to ratify the electronic resolution on June 23, 2023, that approved a five-page RFQ from the State that listed approved vendors for FEMA fire mitigation work. George Sears seconded the motion.

VOTE: The motion passed unanimously.

Mr. Adams reported that on July 9 the Board voted on an electronic motion to approve a community playground survey to get community feedback on options that were presented, as well as to hear from anyone opposed to having a playground. The motion was seconded by Shaun Baker. John Adams, John Kleba, Katie Winters, Shaun Baker, George Sears, Taissa Folden, and Andrew Pagel voted in favor. No one was opposed and no one abstained.

MOTION: John Adams moved to ratify the electronic resolution to approve a community playground survey.

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Chris Moore seconded the motion.

VOTE: The motion passed unanimously.

Mr. Adams reported that the Board voted electronically on a motion to approve approximately \$79,000 for culvert work that would cover approximately 322 linear feet along the east side of Tollgate Canyon Road. The area includes the two giant culverts underneath Hillcrest and involves a 36" concrete culvert with a flared flange on the front end. Mr. Adams stated that this would double the capacity. The motion also included approximately 212 feet of 24" concrete culverts at 5 locations. The contractor, Rykstone Construction, submitted the bid. Mr. Adams stated that part of the bid was based on receiving some of the 24" culverts with only the cost of transportation. Those culverts are no longer available, and the HOA will need to spend more money to get the work done. The Board will revisit the issue to look at the numbers.

Mr. Adams presented a map showing where the culverts would be located.

MOTION: John Adams moved to ratify the electronic resolution to approve spending approximately \$79,020 for 322 linear feet in culvert work along Tollgate Canyon. Shaun Baker seconded the motion.

VOTE: The motion passed unanimously

Mr. Adams reported that the Notice of Proposed Rules Change on Rentals was recently sent out. However, before sending it the Board needed to approve it and that it was done electronically. The motion was seconded by George Sears. John Adams, John Kleba, Chris Moore, Shaun Baker, Katie Winters, and Taissa Folden voted in favor. No one opposed and no one abstained.

MOTION: John Adams moved to ratify the electronic resolution that approved the Notice of Proposed Rules Change on Rentals. John Kleba seconded the motion.

VOTE: The motion passed unanimously.

Rules and Regulations

Rental Rules and Regulations

Mr. Sears reiterated that the proposed rules and regulations were sent out as they were approved by the Board. The owners will have at least 15 days to provide input relative to the proposed rules and regulations. Mr. Sears explained that once the comment period is over, the Board will review the comments and determine whether to make any modifications. Once it is finalized, they must wait another 15 days before actually implementing the rules. He anticipated implementing the rules in the latter part of August.

Burn Pile Update

Mr. Sears noted that they discussed the burn pile earlier in the meeting regarding fencing and control. The intent that was discussed at the last meeting and going forward they needed to keep the burn pile from getting out of control and becoming so large that it raised safety concerns. Mr. Sears stated that last Saturday Chief Ben Nielson looked at the burn pile and expressed concern about the size. Summit County also has concerns. Mr. Sears emphasized that the HOA is trying to be responsible relative to the burn pile and how to proceed this year and in future years.

Open Public Forum

Rob Hodson, from Lot PI-F-42, appreciated the work the Board does, and he wanted them to know they do a great job.

Someone asked what Fire Chief Nielson was talking about on Saturday when he said they need to improve the water system. Mr. Sears explained that the Fire Chief is dealing with the ISO rating for all of North Summit Fire District. He noted that Pine Meadow Water is a private water system, and the Water Company was in the process of certifying their system with an acceptable ISO level. No one from the Water Company was present on Saturday to speak with Chief Nielson. Mr. Sears stated that the better they can improve the ISO rating, the better the ability to fight fires. He pointed out that it also includes everyone in Tollgate Canyon Community beyond Pine Meadow. The question is how to improve the water system to be more viable relative to the ISO rating. The Fire Chief is trying to implement improvements for a better rating level to help owners with their insurance coverage. Mr. Sears understood that emergency vehicle access was also a factor.

Mr. Sears stated that everything that has been done was done following the State of Utah planning statutes. The HOA is evolving, and the requirements for hydrants are changing. Water capacity is another issue. Mr. Sears thought the Water Company needs to have more interaction directly with Chief Neilson so he understands the capacity and other issues that he questioned. Shaun Baker stated that he spoke with Chief Neilson on Saturday and the Chief told him that Pine Meadow Water was one of the better water systems. Other water systems in the County are affecting the rating more than Pine Meadow.

Mr. Sears stated that within the next 45-60 days they should receive the report from Mountain Regional on how the Pine Meadow Water system rates. Chief Nielson was surprised to learn that Pine Meadow Water has a direct connection with Mountain Regional. He also had no idea that the Water Company provides water service to Stagecoach on behalf of Mountain Regional.

Alex Falkenstein understood that the bid to replace the culverts did not include materials and was based on the ability to get culverts from Geneva Pipe. Mr. Pagel replied that the bid was based on the assumption of only getting 24" in reclaimed culverts. The 36" are currently not available. Mr. Pagel clarified that the bid includes the price of 36" culverts with material and installation. The bid only includes the cost of trucking and installation for the 24" culverts. He noted that the Board anticipated a \$7,000 difference in the bid.

Currently, they were looking at an increase from \$79,000 to \$86,000. Mr. Falkenstein asked if the bid included proper bedding material or whether it assumes using native soil to bed the pipe. Mr. Pagel replied that it includes the aggregate to be placed down for the pipe to be installed correctly. Mr. Adams clarified that it includes the flared end and front-end grate, the bedding material, the gravel, the contractor fee, labor, and trucking expense. Mr. Falkenstein asked if it was a flat rate trucking price or based on the contractor's assumption of covering their cost. Mr. Adams replied that it is based on price per truckload. Mr. Sears remarked on the need to install culverts because harsh winters are expected over the next few years. They need the right culverts in the upper area because that sets the stage for what happens during the Spring runoff down Tollgate Canyon.

Mr. Adams commented on various problems that are clogging the culverts. He stated that they were seriously looking at asking a civil engineer what needs to be done; however, they need to make sure they can pay for the recommended changes.

Roads

Alex asked if any of the money and time spent would only be for culverts and not for the repair of the undercutting and the road damage. Mr. Pagel replied that it does not include fixing Tollgate Canyon Road. They received multiple bids for that project and the Board was trying to decide on the scope of total work along Tollgate Canyon Road. Mr. Pagel believed the keyword for the Board this year will be "compartmentalizing". The damage from this past winter was so extensive that they were trying to spread out any excess in the budget to fix all the necessary areas.

Mr. Adams stated that one element considered when they talk about fixing the roads is to make sure they are repaired correctly. To understand the actual road condition and to know the degree of decay, as well as the thickness of the asphalt and what the road base is made of, they need to do a geotechnical survey of the entire road. Mr. Adams noted that they reached out to several geo-tech companies, and they have solid bids from three companies. If they select one of those companies to do the work, they will start at the bottom of Tollgate Canyon Road and do 28 to 32 five-foot deep boring to analyze the asphalt, the soil underneath, the sub-base, the road base, and everything supporting that road. They would come back with a report on whether the road has a remaining useful life, how they would rebuild the road, and with what kind of material, etc. Mr. Adams believed the cost for that analysis would be between \$15,000-\$25,000. It would take three or four days on the road to drill the holes and seal the holes, and another three or four weeks to come back with how they would design the roads and repair them. Mr. Adams stated that it would be helpful in terms of how they bid out some of the asphalt repair jobs. He preferred to know more about what they were facing as opposed to signing the bottom line on repairs and finding that the cost of the job doubled.

Mr. Adams presented three proposals showing the companies, the distance between borings, and various testing.

Mr. Adams asked if the Board was interested in moving forward with this, and whether they wanted to meet

with one or two of the companies before moving forward.

John Adams was prepared to make a motion to allocate \$20,000 to get this work done. Mr. Pagel was comfortable allocating \$20,000. Mr. Sears thought the biggest challenge was timing. They have a three-month window of time to complete any repairs before winter. He believed they needed a dual line. If they were going to do this work, they also need to identify with the other bids relative to repairs, so they are working on a parallel work basis. Mr. Pagel agreed that the repairs needing to be done this summer are “quick and dirty”. They need to lay the road base and shorten the shoulders. They need to fix the worse areas now even without understanding the full structure of what is underneath.

MOTION: John Adams moved to proceed with a contract with one of the three geotechnical companies; either AGECE, IGES, or Gordon Geo-Tech, not spending more than \$20,000 subject to a contract that the Board members agree on and getting the analysis done as quickly as possible. Andrew Pagel seconded the motion.

Taissa Folden asked about the price difference gap from AGECE to Gordon. Mr. Adams replied that all three were good companies and he presented their proposals to compare whether they were apples to apples. He noted that many of the tests are the same in all three proposals. Mr. Adams thought the closest bids were between IGES and Gordon Tech.

VOTE: The motion passed unanimously.

Mr. Sears reported that some people have come forward with donations specifically for road repair. People have the opportunity to donate if they desire. The HOA cannot do a one-time assessment or anything of that nature unless they call an HOA meeting to propose such a situation. Those members present would then vote on whether or not to allow a one-time assessment.

Mr. Sears explained that within the current budget, they found ways to accommodate many of the things being done on the Ranch, and many owners have supported them through donations. The LDS Church has also come forward with a donation. Mr. Sears stated that the Board will be letting people know how they can contribute. A separate money market account has been set up where people can contribute, and that money will only be used for road repairs to fix damages that occurred this year on Tollgate and Forest Meadow.

New Equipment

John Adams stated that Chris Moore had been doing background work on some of the equipment they would like to purchase for the Ranch that would be helpful this winter. They were looking at a CAT excavator, 938M, or possibly as low as 926M. These are equipment categories in the 168 horsepower range with a 1.2 cubic yards bucket capacity of up to 6 cubic yards. They were also looking at a giant snowblower to go with it. Mr. Adams stated that the CAT 930 or 938 models are quite expensive in the \$250,000 to

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\$280,000 range. If they can find a used one with 5,000 hours, the cost would be in the \$180,000 to \$190,000 range.

Mr. Adams remarked that they found a used but when Ms. Moore called the company, they told her it was already sold. The company left the listing up to see if anyone was interested in purchasing one with 11,000 hours. Mr. Adams stated that Wheeler was probably their best bet. It is local and they have several 930, 938 CAT excavators. However, the ones they found had either 1,000 hours or 8,000 hours. They are having a hard time finding the one they want. If they can find one in the middle range, they are prepared to move forward.

Fire Safety Committee

Peggy Simeone reported that Fire Safety Day was a huge success. She thanked John, George, Shaun, and Chris for participating. The Committee received a lot of positive feedback.

Ms. Simeone reported that the first cleanup day was held at the evacuation site the week before and 16 people came to help. She thought it looked really nice.

Ms. Simeone stated that the Good Samaritan Program was launched on Fire Safety Day. Flyers will be sent to all the homeowners so everyone will have that information. Chris and Nicole will spearhead sending the flyers through Carol.

Ms. Simeone reminded everyone to submit their in-kind hours for any mitigation work they do on their property. The hours help boost the total for matching funds for the grant. Mr. Sears asked if the form was online. If it is, he suggested that the Good Samaritan flyer also highlight the in-kind hours and either attach the form or indicate where it can be found on the website.

Ms. Simeone stated that last evening she, Adam, and Tracy walked the Crow Loop evacuation route at Stagecoach just to make sure there are no trees across it and that it is passable in case of an emergency. The route is in great condition, and everyone should be able to pass through there. There are a lot of weeds they plan to take care of. Both gates are broken that need to be repaired. Ms. Simeone stated that Mr. Bacon, who owns the property at the end of Stagecoach Road, has cameras. He came down to greet them and asked what they were doing. He is very concerned about the number of people who trespass over to Stagecoach through the Crow Loop access and from a path below. Ms. Simeone stated that the HOA needs to discourage the residents from using that as a trail for biking and hiking. They do not want to lose that emergency exit access because those owners are frustrated by the number of people trespassing on their property.

Ms. Simeone stated that when they do the signs, they will be purchasing a sign that states "authorized emergency access only". Mr. Sears liked the idea of the sign. He also thought they should make sure the gate is properly maintained.

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Ms. Simeone reported that Adam would give the sign for the burn pile to Jody tomorrow.

Ms. Simeone stated that the new emergency exit signs will be going up within the next six weeks. She wanted everyone to know that the fire danger went to moderate today. If anyone did not get a text about that, they should sign up for Summit County Alerts so they will receive the fire alerts.

Ms. Simeone stated that they will post on Facebook how to sign up for Textedly and how to sign up for the Summit County alerts. She will also add the signup process to the emergency email that will be sent from Carol.

Mr. Sears complimented the Fire Safety Committee for doing a great job on Fire Safety Day. He spoke with a lot of people on Saturday, and everyone was complimentary. Ms. Simeone was pleased that it was a team effort and a great event. People were engaged with the speakers before, after, and during the event.

Architectural Review Committee

FM-B-37

Mr. Adams presented the Lot Improvement Plan on FM-B-37, 2591 South Bull Moose. Mr. Adams noted that the plan was approved in May 2022. The owner, Blake Stones, was requesting a minor amendment to the Lot Improvement Plan. Mr. Stones would like to include a different siding material called Diamond Kote. The material is an LP Smartside lap siding in wood grain. The color is graphite, which is a dark gray. The Board has approved dark gray in the past.

Mr. Pagel understood that the material is a concrete wood composite that is wood grained stamped. Mr. Baker noted that the material has a wafer board-type backing. This same material is sitting on a construction project he is currently working on. It has a 50-year warranty, and he believed it was a good product.

Mr. Adams stated that the owner originally proposed an all-metal roof, and they were now proposing a metal and asphalt shingles roof. They added TAMKO asphalt shingles in a rustic black. They will also have some black metal chimney wrap.

MOTION: John Adams moved to amend the Lot Improvement Plan for FM-B-37, 2591 South Bull Moose Road, to include Diamond Kote siding in the color graphite, the roofing material to include TAMKO asphalt shingles in rustic black and deep black metal chimney wrap. John Kleba seconded the motion.

VOTE: The motion passed unanimously.

Community Improvements

Playground location

John Adams presented photos of the two proposed playground locations. Mr. Adams noted that the Board

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and the Committee investigated the two different options for a playground location and a survey was sent out to the owners to get feedback on the two options. The survey is open until July 29th.

Mr. Sears noted that the majority of those who had responded so far were leaning towards the location on the east side. He noted that the original recommendation was to locate the playground near the helicopter landing area; however, a lot of individuals like where it was initially placed on the east side closer to the lower parking lot. Mr. Sears remarked that both places have pros and cons. He encouraged the Board members to walk both locations before the Board determines where to locate the playground.

Mr. Adams asked if any of the owners online had comments or questions. Zach noticed that the information sent to the owners mentioned taking down dead trees in Option B. He noted that the trees are healthy, but two porcupines live in those trees and eat the new growth off the top of the trees. Zach had done research and found that the porcupines cannot be removed, trapped, or killed because they are protected. If the playground goes in that location, the porcupines need to remain. Mr. Adams noted that both locations are large, and he did not believe the porcupines would be a problem.

Zach stated that from an engineering standpoint, he did not believe the playground equipment would be able to withstand the snow load at this elevation. In addition, deer and other wildlife can get tangled in anything with a chain, swing, or rope. He believed that a playground at this elevation needs to be different than most playgrounds.

Mr. Adams pointed out that the wood equipment will have features that need to be taken down seasonally. However, commercial playground equipment had been donated, and that equipment is made out of steel. Zach emphasized that the equipment needs to be heavy-duty. Mr. Adams stated that it is always valuable to know an opposing position because sometimes opposing positions come from people who look at things differently and have different thoughts that the Board may have overlooked. Mr. Adams agreed that they need to figure out a way to make sure the chains are taken down in the winter. Zach thought the chains should also be taken down in late summer. Mr. Adams noted that several items have come to light in the survey including type of signage, liability, etc.

Someone online thought the lower section by the bike park was a fun area because there is more parking, and the playground could be better controlled. It would be fun to have access to the playground on bike nights.

Mr. Adams stated that one comment from the survey came from someone who was watching kids on motocross, and they were not only blowing up the track, but they were also blowing up the ground between the lower lot and the upper lot. He asked if they should be allowing motocross and similar events to take place, and if so, whether they should have signage from a liability standpoint in case someone gets hurt. Mr. Sears thought signage was a good idea. The property is not part of the Ranch, but it is owned by the HOA from a maintenance standpoint. Technically, those kids are trespassing.

Mr. Pagel personally thought the lower lot was nice due to its proximity to the existing area; however, he

also likes the upper lot because it is isolated from dirt bikes and cars and potential issues related to pedestrians walking from the parking lot to the playground. He warned playgrounds should be isolated and as safe as possible.

Area Rep Reports

Area 1 – Dwaine Anderson was not present to report on Area 1.

Area 2 - Marty Hansen stated that last Tuesday he contacted Rocky Mountain Power regarding the power box that was put in on Porcupine Loop and the road sunk 12 or 15 inches. Rocky Mountain turned in an emergency request but as of Saturday it was still not fixed.

Area 4 – Katie Winters was not present to report on Area 4.

Area 5 - Shaun Baker had nothing to report

Area 6 - John Kleba had nothing to report.

Area 7 – Taissa Folden asked if the Area Reps were going to be trained on doing the fire pit inspections. Mr. Sears answered yes. He recalled that Nicole was going to do the training and they needed to contact her. Ms. Folden stated that fire pit approvals are the biggest issue people in her area are asking about. Mr. Sears stated that the owner needs to fill out a form to request a fire pit and submit it to either the Area Rep or the Executive Committee so it can be documented. The HOA keeps track of fire pit approvals. Mr. Sears agreed that the Area Reps need to be trained on what to look for and the inspection and approval procedure

Mr. Sears had just received a notification that some mag water would be done on August 2nd in certain areas. Mr. Adams noted that the question was raised as to why they were doing the roads around the pond where there are no homes nearby. The mag water should go where there are homes. Mr. Sears agreed and would talk to Jody. The August 2nd date for mag water would be posted on Facebook and Carol would email out a notice.

Open Public Forum

There were no further comments.

The Board adjourned the meeting and moved into closed session

The meeting of the Pine Meadow Owners Association Board adjourned at 8:18 p.m.
