

PINE MEADOW RANCH OWNERS' ASSOCIATION  
MONTHLY BOARD MEETING  
IN PERSON & VIA ZOOM VIDEO CONFERENCE  
OCTOBER 17, 2023

In Attendance: George Sears, President; John Adams, Vice-President; Chris Moore, Secretary; Andrew Pagel, Treasurer; Dwaine Anderson (Area 1); Marty Hansen (Area 2); Joe Pagel (Area 3); Katie Winters (Area 4); Shaun Baker (Area 5); John Kleba (Area 6); Taissa Folden (Area 7)

Ex Officio – Jody Robinson, Ranch Manager; Robert Rosing, Legal Counsel; Adam Harmon representing the Fire Committee

George Sears called the meeting to order at 6:33 p.m.

### **Minutes**

MOTION: George Sears moved to approve the minutes of September 19, 2023, as presented. John Adams seconded the motion.

VOTE: The motion passed. Katie Winters abstained from the motion since she had not read the Minutes.

### **Ranch Manager's Report**

Jody was not able to attend this evening; however, he had updated Mr. Sears on the Manager's report.

Jody had been working on Lower Tollgate Canyon. He was also working on smoothing out Forest Meadow Road and Artist Point.

Jody had said the edge work would be the primary focus once he gets Forest Meadow done.

The current plan for the burn pile is to light the pile the week after Thanksgiving, pending weather conditions and Summit County approval.

### **Water Board Report**

George Sears reported that the Water Company held their Annual Meeting last week and no owners attended. It was the first time in the history of the Water Company that no owners showed up other than the Board attended.

The Water Board approved changes to the Rules and Regulations. The one that impacts the owners the most is that the Water Company will shift all of the expense for parts and the installation of a meter to the owners.

Mr. Sears noted that approximately 29 owners purchased water letters in the '80s and '90s that were never implemented, and a meter was never installed. Those owners will be an exception to the new rule.

During the Annual Meeting the Board reported on what projects were completed this year. The last of the largest completions was on Forgotten Lane. Mr. Sears stated that when they tied into the system on Forest

Meadow, they found that the system was 6' deep. It was the last of the major projects planned for full build-out.

Shaun Baker thought the Water Board was doing such a good job that no one came to the meeting because they had nothing to complain about. Only the Board members and Brody Blonquist were there. Mr. Baker stated that the Annual Meeting will be moved to an earlier date next year to avoid conflicts with UEA and Fall Break.

### **Monthly Budget Review**

Andrew Pagel reviewed the unpaid bills.

Andrew Pagel indicated the first monthly invoice for \$3,250 for the blower rental as coming. Mr. Sears noted that the blower was scheduled to arrive by the first of November. The invoice was for a November 1<sup>st</sup> delivery. Mr. Pagel clarified that it was a pre-payment for the month of November, and they will not pay again until December 1<sup>st</sup>.

Mr. Pagel will check with Jody to see if he perceives any additional vehicle maintenance. Jody told Mr. Sears that the truck was running really well after getting a new transmission. Jody's next project is to get the sand shed ready for winter.

MOTION: Andrew Pagel moved to pay the unpaid bills in the amount of \$49,704.68. Taissa Folden seconded the motion.

VOTE: The motion passed unanimously.

### **A Preliminary 2024 Budget Line Item**

Mr. Pagel explained that in preparing for the Annual Meeting next month, the intent is to discuss with the owners the current expected Annual Assessment Proposal, as well as an annual dues increase.

Mr. Pagel explained that the One-Time Annual Assessment is only for one year and the Board needs to vote on it. He noted that these were only proposals from the Board after having meetings and discussions amongst themselves as to what to recommend. The people who decide the final outcomes are the owners who attend the Annual Meeting. Mr. Pagel stated that the Board had discussed sending out a short survey prior to the Annual Meeting with specific yes or no questions regarding the budget proposal.

Mr. Pagel reviewed the proposal for the Annual Assessment. He stated that the purpose of the Annual Assessment was essentially to repair damages that were done during the previous winter, which had the most snow recorded in Utah since 1910. Due to the unusual winter, the roads experienced massive erosion and damage. Mr. Pagel stated that the Board realized they were under-prepared on the Forest Meadow side to maintain Forest Meadow. Historically, the HOA has been contracting a sub-contractor entity for

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approximately \$36,000 per year to plow Forest Meadow. A lot of people on the Forest Meadow side were unhappy with the work last year and to address the issue the Board researched and decided to purchase a large loader and blower. The purchase was made, and they will be asking the owners for reimbursement to the reserve to pay for the loader and blower. The total cost of the loader and the blower was \$442,000, resulting in a one-time assessment of \$545.68 per lot. In the interim, the HOA will be renting a blower this winter at \$3,250 per month. The blower that was purchased will be delivered next year.

Mr. Pagel stated that the intent in purchasing the equipment is for the HOA to plow Forest Meadow and cancel the outside contract to plow that road.

Mr. Pagel remarked that the first part of the one-time assessment is \$545.58 per owner. The second part being proposed was based on the proposed expenses. After running the exact costs, the total one-time assessment was estimated to be \$1,021.28 per owner to repair Tollgate Canyon Road, along with an engineering analysis. The cost to engineer the lower section is approximately \$72,500 and \$48,000 for the upper section at Bobcat for drainage and hydrological surveys. After looking at the initial review of the geotechnical analysis, the technical analysis shows that most of the areas are in very good or favorable condition. On the high end, there could be a 50-60% increase in the bid, and to be prepared Mr. Pagel had doubled the initial bid price until he receives the final number, which would give \$264,000 in road repairs, The total amount in the one-time assessment to pay for the blower and the damages would be \$1,021.28 per owner.

Marty Hansen asked if the HOA would be sending something to all the owners before the Annual Meeting regarding what the Board was proposing. Mr. Pagel answered yes. The Board has also talked about setting the amount higher or lower based on feedback from the owners. Mr. Sears stated that the HOA needs to extend the opportunity for those who are not part of the Ranch to help pay for some of the repairs, specifically on Tollgate Canyon and Forest Meadow. He noted that the Church has already contributed an additional \$2,000 this year and they are willing to consider an additional amount if there is a need. He believed owners outside of the Ranch who use the roads and benefit from the roadwork the HOA does should be asked to contribute. He pointed out that the HOA cannot force them to contribute, but if the HOA bears the full expense of any work done on the areas that are not part of the Ranch, they take upon themselves a liability and a responsibility that is not a good business decision. Mr. Sears believed they needed to put a strategy in place to communicate with the owners outside the Ranch. Mr. Pagel suggested that the Area Reps could talk to those owners outside of the HOA and let them know that a contribution would be appreciated. If they understand where the money goes, they might be more inclined to contribute.

Mr. Pagel reiterated that the HOA should inform the owners to expect a one-time assessment in the approximate amount of \$1,000 per owner. The Board will propose that the one-time assessment be paid by the end of next year.

Mr. Pagel commented on the 2024 proposed annual dues. He stated that currently, the Board was looking at increasing the dues by \$100 for 2024. It would increase the current assessment from \$600 to \$700. Mr. Pagel remarked that on the current budget and factoring inflation, the remaining balance of approximately

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\$127,000 could go towards reimbursing the reserve, as well as other items such as a 12,000 square yards one-mile section of dry cement road stabilizer. Based on the bandwidth, scope, and ability of the HOA to manage a project, the amount could be increased or decreased. This was an extension of testing other road base and road maintenance techniques similar to what they did this year with the PermaZyme on Forest Meadow. The cost was estimated at \$73,600. Culverts and drainage are other items to which the HOA needs to allocate funds. The Board has discussed allocating \$30,000 of the \$127,000 towards additional culvert and drainage improvements.

Mr. Pagel noted that the HOA had to contract out some large-scale projects, including 24" and 36" cement culvert sections that they did not have the machinery or the capability to handle. Those jobs are important smaller sections and expensive. The remaining \$25,000 of the \$127,000 can go to the reserve account. Mr. Pagel stated that more funds can go towards the reserve account from the amount they budget towards the construction impact fees. He noted that the HOA will be imposing slight increases in the square footage costs when the square footage exceeds the minimum 3500 square feet for a structure. Mr. Pagel remarked that because of economic downturns and years when fewer people build or build smaller structures, they had not increased the impact fees.

Mr. Pagel commented on the next three to five years and proposed a scenario of increasing dues as a long-term burden on the owners to pay for the shifting dynamics and the increased needs of the neighborhood. If they increase the dues by approximately \$100 per year from now until 2028, they will have \$826,000 in annual income versus the \$500,000+ currently. That amount would not include the construction assessment and impact fees.

Mr. Pagel stated that it has taken the last five years to reach the point where the income addresses *the HOA operating costs* and needs. Once they break that threshold, they can begin to put funds towards improving the roadways instead of just maintaining them. For example, they can go from having \$127,000 of additional income next year to \$180,000 of additional income the following year. Mr. Pagel noted that the Board intends to talk to the owners to make sure what they plan to do with that money is what the owners agree to. Mr. Pagel remarked that any time the Board requests an annual dues increase, that increase will go towards road safety, drainage and erosion, or a new material concept and continuous testing based upon owner feedback.

Mr. Sears stated that the Reserve Analysis is three years old, and they will do a new Reserve Analysis in a couple of months. The reserve requirement in the old analysis was \$1 million. They were approaching \$500,000 in the reserve account until they recently purchased the new equipment. Mr. Sears believed the new reserve analysis would show they needed over \$1.2 million. He thought they should emphasize to the owners that the HOA is not obligated to have the reserve fund, but if they do not have it there will be additional one-time assessments when equipment needs to be replaced or something unexpected occurs.

Mr. Sears thought the Board needed to meet one more time to discuss and review what Andrew Pagel outlined this evening to finalize the budget they will be presenting at the Annual Meeting. Mr. Pagel clarified that the proposal was preliminary. He was trying to set expectations and let everyone know what the

expectations are and the thought process behind the expectations. He agreed that the Board should meet again, and he asked every Board member to provide him with feedback.

#### **Utility Bond Deposit**

John Adams stated that earlier this summer the ARC introduced language that would allow the Board to add a \$2,000 utility bond deposit if someone building needs to trench across the road. The fee was set at the last Annual Meeting, but they missed a step to attach a reference to the utility bond in the Lot Improvement Plan. Mr. Adams stated that there is a link within the Lot Improvement Plan that goes to the entire utility installation bond language.

MOTION: John Adams moved to ratify the Lot Improvement Plan with the reference and link to the utility bond language. George Sears seconded the motion.

VOTE: The motion passed unanimously.

#### **Rental Rules**

Mr. Adams stated that in August the Board completed the community survey and 48% to 50% of the community was in favor of moving forward with the rules. Another group wanted to move forward but with additional changes. Mr. Adams remarked that the Board approved the language of the rental rules, and they were at the point of deciding whether to adopt them.

Mr. Sears explained that at the last meeting, the Board decided not to change the rules but planned to adopt the rules. In doing so, they were going to have an introduction to the rules so people understood some of the issues and that the rules would address some of the concerns of those who responded to the survey. The Board has approved the language for the rules and in preparation for the rules to be posted and adopted Board will discuss four points. Mr. Adams shared his screen to show the four points.

Mr. Sears read the language as follows:

“The direction of the rules and regulations for rental units is a direct response to the increasing number of rental units in Pine Meadow Ranch Homeowners Association, and the concerns of owners both full time and part-time that have asked that there be accountability associated with individuals who rent these units. Accountability as outlined in the rules and regulations has two facets. The owners of rental units must inform their renters that they are responsible to follow key rules and regulations that directly affect owners on the Ranch.

Renters will have the obligation to follow the rules and regulations that all owners must comply with as outlined by the owners of the units. It is not the intent of the HOA to become heavy-handed in asking owners of rental units to adhere to these rules and regulations. Owners collectively are the ones who will see infractions and hopefully report them to their respective Area Reps, HOA Officers, or the HOA office who will validate the infraction and inform rental unit

owners of such infractions with a warning. Accountability for infractions will always rest with the rental unit owners, and they should carefully determine who they rent their units to as the renter's behavior on the Ranch will be monitored in various manners while they are on the Ranch."

Mr. Sears explained that the HOA does not have enforcement capability unless a neighbor or owner makes a complaint. At that point, the HOA can step in and take action once the infraction is verified. The purpose of the rental rules is to put accountability back on those who must follow key rules and regulations.

MOTION: Mr. Sears moved to approve the rental rules for adoption and inform the owners that the rules have been formally adopted and communicate to them accordingly. John Adams seconded the motion.

VOTE: The motion passed unanimously.

#### **Ratifications**

Mr. Sears noted that the Board voted electronically on certain motions, and they needed to ratify their vote on the record. All the motions being ratified this evening were approved by the Board.

Mr. Adams stated that on September 25, 2023, the Board Members passed two motions. The first was to approve spending \$3,000 for the PermaZyme application with a reclamation piece of equipment. The Board also approved the \$3,000 contract with Coughlin Company. The large piece of equipment was used to mix the water and the PermaZyme, *with the limestone* road base, consistently throughout the application. Mr. Adams thanked Jonathan Pease and Pat Hill for lining up the equipment so the project could move forward.

MOTION: John Adams moved to ratify the two motions that were previously approved for the \$3,000 heavy equipment contract with Coughlin Company. George Sears seconded the motion.

VOTE: The motion passed unanimously.

Mr. Adams stated that a metal building that has been sitting on HOA land for a long time is owned by the North Summit Fire District to store fire equipment. The Fire District and the HOA have been sharing the use of the building, but it has primarily been used to house fire-fighting equipment. The HOA recently purchased a large loader and a snow blower, and Jody needs to be able to work on this equipment during the winter. Currently, Jody repairs or maintains the equipment outside. Mr. Adams stated that the HOA needs the space, and they need to put in a concrete floor and run electricity to the building. The intent is to eventually expand an office area in that building so Jody has an office and a place to stay.

Mr. Adams reported that the Board had discussions with the North Summit Fire District throughout the summer. The Board decided that if they ever wanted to put in a floor the HOA needed to take ownership of the building.

Mr. Adams stated that he made a motion to offer to purchase the metal building from North Summit Fire

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District for \$5,000. The Board approved the potential purchase, and the offer letter was presented to the Fire District. The Fire District reviewed the letter in closed session last Thursday and the HOA had not heard if there was a decision.

MOTION: John Adams moved to ratify the motion to approve \$5,000 to purchase the metal building and to submit an offer letter to the North Summit Fire District. Andrew Pagel seconded the motion.

VOTE: The motion passed unanimously.

### **Fire Committee**

Adam Harmon reported that a check was being cut to the HOA for the signs grant of \$2,700 reimbursement. The emergency exit signs should be up in all locations, as well as the safety zone sign.

Mr. Harmon thanked the Board members who had signed the CWPP. It will lead to an application for the CWDG grant, which would help fund fire mitigation equipment and additional fire mitigation work. Marianna was working on the details, and she would have a draft prepared next week.

Mr. Adams remarked that the HOA Executive Committee needed to meet and decide how to move forward on the FEMA grant.

### **Annual Meeting**

Mr. Sears noted that the Annual meeting was scheduled for November 14<sup>th</sup> at 6:30 p.m. at the Sons of the Pioneers Building in Salt Lake. He has been working on having internet access.

Four Board positions were up for election: Vice-President, Area 1, Area 3, and Area 7. Mr. Sears noted that no one had put their name forward. Anyone interested in running or being re-elected should submit their name to [elections@pinemeadowranch.org](mailto:elections@pinemeadowranch.org). An email reminder will be sent to all the owners in Areas 1, 3, and 7 that October 27<sup>th</sup> was the deadline for submitting their bio as a candidate.

Mr. Sears believed they were moving into a phase on the Ranch where a lot of decisions would need to be made not only for the following year but for multiple years. The HOA is an evolving entity, and with that evolution, they will have more and more opportunities to make quality decisions.

### **Roads and Parking**

Mr. Adams provided a picture showing 24" culverts that are being installed. Mr. Sears had driven by areas where some of the culverts were placed and ready to be installed. The culvert installations should be completed by the end of October.

Mr. Adams indicated an area that Jody was working on, and he thought it looked good. He talked about

material that could be used elsewhere because it is full of cobble. He noted that they pay people to bring in cobble and he thought it should be reused. Mr. Adams stated that Jody would need to come in with the giant loader and be perpendicular to the road, and he was concerned that there was not enough room to do that. The Board discussed other alternatives, including traffic control. Mr. Adams indicated another area across the road from the mudslide that is sunken in and continues to sink. Katie Winters indicated another area where the road was giving away and there is not much shoulder to support it. She was concerned that the road could blow out with some of the heavy equipment going through there. Mr. Sears thought they should speak with Jody about their concerns. Mr. Pagel stated that something to consider is whether they want to add more material before winter to build up the road, or whether they want to cut it out and fill it in. Mr. Sears noted that the cold patch that Jody put in this Spring by the signs held up all summer. However, it will be a different scenario during the winter season.

Dwaine Anderson asked who was taking the point of responsibility for addressing the road issues. Mr. Sears replied that John Adams had been the point person in terms of doing all the analytics and hiring the companies. Mr. Anderson commented on his personal experience with that type of work. Mr. Adams asked if Mr. Anderson would be willing to look at the reports and give his opinion on what is going on with this section of the road and why it continues to sink the way it does. He also asked whether Mr. Anderson would be able to help them figure out the best way to shore it up during the winter. Mr. Anderson stated that he was very willing to help. He remarked that if he ever leaves the Board in the future, he would still be more than eager to participate as a member of the Ranch community. Mr. Adams stated that he would contact Mr. Anderson tomorrow. Mr. Sears noted that more than one spot needs attention.

Mr. Adams indicated the area on Forest Meadow where Jody was working with the test material the drainage ditch is above the road; however, it should be below the road. The material on the upper side should be pulled to the edge of the road so the water comes off the road and into the ditch. Mr. Sears clarified that it would come within the edge of the PermaZyme fill. Jody should be able to correct the problem with the grader.

Mr. Adams indicated an area on Forest Meadow between the dumpsters and the asphalt section where the road is at one level. He showed the ditch line of the ditch that was originally built and noted that there is now a new ditch. Berms were also built up to prevent water from spilling over. However, the berms have created a problem. Mr. Sears asked Mr. Adams where this problem fits in the priority list. Mr. Adams replied that it was already on the list.

Mr. Adams stated that there is one remaining element on Oil Well Road from the damage that was done during the winter. The owners of that section in the Aspen Ridge HOA had received a bid from Elevation Seeding. The bid is \$1,376 and the owners would like to use this company. Mr. Sears pointed out that Pine Meadow had already made that commitment. He asked if they intended to have the work done this Fall. Mr. Adams stated that they will start as soon as it is approved.

MOTION: John Adams moved to approve \$1,376 for reseeded of the section of Oil Well Road in the Aspen Ridge HOA that was damaged this past winter. The seeding will be done by Elevation Seeding. Mr. Sears



seconded the motion.

VOTE: The motion passed unanimously.

Mr. Sears and Mr. Adams discussed a culvert *at Hillcrest & Oilwell Road* that is completely clogged, and all the water is coming down the trench. He was unsure whether Pine Meadow or Aspen Ridge put in the culvert. Mr. Sears thought they should ask Aspen Ridge about the culvert. He was comfortable repairing the work Pine Meadow did, but he thought Aspen Ridge should have some accountability on anything outside of that repair on Aspen Ridge property. If the culvert is on the Pine Meadow side that is a different situation.

Mr. Sears was curious to see how the PermaZyme holds up over the winter. He thought it was an impressive material and could potentially change the dynamics of how they maintain key areas of the Ranch. Mr. Pagel liked the idea of consolidating tests to see in the next couple of years which one works the best. At that point, they can put more funds into the best solution. Mr. Sears stated that it might be more expensive upfront, but in the long run, it will be significantly less expensive. Mr. Pagel agreed. There are many areas on the Ranch where the grade is steep and the areas get worn out very quickly from traffic.

#### **Public Forum**

Troy asked if the Board had looked into the Utah State of Emergency that was declared in the Spring to see if State funds are available for the Pine Meadow Ranch community. John Adams believed that one of the residents on the Ranch tried to look into it. She also went to Summit County, and they were not very responsive. Mr. Sears thought Troy made a good point and they should stay on top of it. He stated that the Ranch roads are considered private roads and that presents a challenge for funding.

Troy asked if the people above the orange gate contributed to the repair of Tollgate Canyon or Forest Meadow. Mr. Sears replied that they have contributed at various times. He noted that owners outside of the Ranch are inconsistent and do not contribute every year. He believes that is problematic, which is why they need to carefully relook at that issue. Mr. Sears has a report that shows who has contributed and who has not for the last couple of years. He did not think the people above contributed last year. The LDS Church was the first to step up and contribute. Mr. Sears stated that the HOA needs to renew its effort to speak with those outside of the Ranch about contributing.

There was a question regarding Arapaho on Pine Meadow down to either *Navajo* or Alexander Canyon. Since the HOA takes care of that road in other seasons, they asked if the HOA would take care of that section in the winter with the new equipment. Mr. Sears replied that in his opinion it was a downstream decision based on capacity and resources. The Board has heard that request multiple times over the years and he understood why, but they were unable to answer that question in the short-term. Once they get experience with the new equipment and have an idea of the capacity and look at how they manage the equipment, they will have a better idea. Mr. Sears was not prepared to say yes or no in response to the question. Mr. Sears remarked that the Board was trying to create a larger picture than living year to year. They were trying to be more proactive instead of reactive.

### **Roads Committee**

Mr. Adams invited people to be part of the road committee because different ideas and perspectives are helpful. He noted that some people expressed an interest and they need to schedule a meeting. He sent them an email with a link that allows them to say when they are available. He shared his screen to show several potential dates to see when the greatest number of people can attend.

Mr. Sears asked if there was a timeline for installing the Winter Construction sign. Mr. Adams stated that Shaun Baker made the frame, and the sign is in the HOA building. They need to get a crew to put up the sign. Mr. Baker stated that he could get a crew to come up and help with the concrete; however, if Jody could dig the holes with the excavator, it would make it a lot easier.

Katie Winters reported on road concerns from her Area 4. She stated that the first inquiry was about road plowing regulations. She noted that there are certain mandates in place on the HOA website where plowing roads is discussed. For example, the clearing needs to be 16' wide. She thought they would continue to see where people are branching out and coming together collectively, which would either spawn new plow groups or a few neighbors come together and would like the area plowed to their driveways. Ms. Winters stated that they currently have one of those circumstances and someone has agreed to plow it. However, someone else who has used a CAT to access the area for many years says that if that area is plowed, he can no longer get there with his CAT because the CAT is too wide. The person considering plowing the area went back and read through all the regulations on plowing, and in this particular area, the road is not 16' wide. Ms. Winters recognized that it was not an easy question, but the first issue is whether that regulation is still in place. When someone plows a road that has not been previously plowed, does the person plowing need to go 16', and about the circumstance where the road is less than 16'.

Mr. Sears stated that it is a guideline. Road conditions will determine the capacity. The ideal that Summit County has established for County roads is 16'. Mr. Sears acknowledged that there are areas where they cannot plow 16' on the Ranch.

Ms. Winters thought the issue is when people come together and want to plow to their homes, it affects someone down the road who was accessing it with a track vehicle. She did not believe they could tell people they could not plow to their house if the road was not 16' wide. Mr. Sears emphasized that 16' is only a guideline because it does not fit every road. He pointed out that some roads are only 12' wide. Ms. Winter felt the deepest requirement they could attach to all roads is a 4-6" base. They should not plow down to gravel and mud and do their best to operate within that margin. However, if the road is not that wide and people want to continue to expand the plow areas, the HOA cannot mandate it because it blurs between the HOA and the plow groups. Mr. Sears stated that the HOA should be encouraging the plow groups to carry their own liability insurance because technically the roads are managed by the HOA even though they are owned by the owners. The HOA cannot afford or cannot insure all the roads. As more people move into different areas of the Ranch, more and more of these areas are being plowed. The plow groups need to work out the details because it is getting too big for the HOA to manage anymore. They have established

requirements for the base because it is the only thing the HOA has any control over.

Robert Rosing noted that the HOA has taken action in the past against the rogue plower who grossly violated the standards set by the HOA in terms of plowing. He did not think it was accurate to say that the HOA cannot do anything. The HOA can set standards and if those standards are violated, they can take action. Mr. Rosing echoed Mr. Sears that anyone who plows should do their best to get liability insurance. Mr. Rosing emphasized that the HOA has the authority to take action against people who grossly violate the plow standards.

Katie Winter reported on another inquiry that came from conversations in the plow group regarding a stretch of road that does not have the contributions needed to maintain that area. It is causing a great deal of strain. The area is the stretch of Pine Meadow Drive from the S-curve down to Navaho Drive. Ms. Winters noted that one particular plow group is bearing the weight of that stretch of road.

Ms. Winters understood that they were trying to develop a list of how to strategically look at the Ranch and the most widely used roads in order of usage and priority on the Ranch. They talked about doing that earlier in the year, but the snow continued to fall. She thought it was still a plan and the Roads Committee would help drive the list. However, she understood that right now the HOA is not in a place to look at these other areas that fall within the independent plow groups. Mr. Sears replied that she was correct. Ms. Winters personally hoped the HOA would be able to look at those areas soon. She will try to stay tuned into side conversations in her area to help the Board as much as possible when they are ready to assess other areas. Mr. Sears stated that it will come down to capacity and resources. However, having the equipment does not help if they do not have the manpower and time to manage it. The objective for now is to reach a point where the HOA is self-sustaining and does not need to contract a company for the connector. It was one of the justifications for purchasing the equipment. At this point, they are not in a position to know the true capacity with the associated resources they have currently.

Mr. Sears clarified that what was approved by the overall owners was to have a circular route to allow for an emergency exit on the Ranch at any point in time. Since then, more and more full-time residents have asked for more capacity to be able to get to other roads on the Ranch. The plow groups function by designing their plow groups to allow them to reach the circular route created that was approved by the owners. Mr. Sears stated that the Road Committee will allow the Board to start looking at what they need to be doing over time, but it still comes down to capacity and resources for what they can and cannot do.

### **Architectural Review Committee**

#### PI-63

Mr. Adams reviewed plans for a new shed on PI-63, 1998 Modoc Loop. The owner, Lee Merryweather, was proposing a 198-square-foot shed/carport. Normally, the Board would not need to discuss this item because most of the sheds are 120 square feet or less. However, this particular shed is up to the maximum that can be built without reporting to Summit County.

Mr. Adams noted that the ARC reviewed the mountain vernacular aspect, as well as the materials, which are T111 cedar grain panels that were used on the house. Mr. Meriweather also planned to have a black metal roof. Mr. Adams presented the color choices which included a traditional tan for the main primary shed. The wainscot would either be taupe gray to match the garage doors or a PPG roller coaster gray.

Mr. Adams remarked that the materials and colors proposed were within the guidelines.

MOTION: John Adams moved to approve the plans for PI-63, 1998 Modoc Loop, to build a 198-square-foot carport/shed. George Sears seconded the motion.

VOTE: The motion passed unanimously.

## **Community Improvements**

### Playground

Mr. Sears noted that the community was working on the playground. The signs were onsite and ready to be put up when the playset was finished. Mr. Pagels remarked that people should approach moose in the same way they would whenever they see one, whether it is in a playground, parking lot, or anywhere else. Mr. Sears noted that one owner had no idea that the Board had approved the playground and instead thought the HOA had only provided the land. The owner also thought the money that was provided needed to be spent on community improvement and not anything else. He noted that when they were given the \$5,000 several years ago everyone wanted to create a community area with picnic tables and a play area, and it has taken this long for that to happen.

Katie Winters stated that this owner had commented in the past and brought the issue with the porcupines to their attention before the area was chosen. She thought it was important to remind the owners to read the "[Code of the New West](#)" document on the website. Mr. Sears thought they needed to find a way to have better communications with the owners and make the website easier to navigate. People need to recognize that the Board does not take action on items unless they relay the action items they are working on or have approved them.

Mr. Sears noted that last year they had less than 200 people at the Annual Meeting and each year the numbers dwindle. People are either engaged and want to be part of the solution, or they are not engaged and either lack of interest or they are part of a problem.

The Board discussed various ways to communicate with the community. The suggestions were made to provide a summary of the minutes and actions taken at each meeting. Mr. Sears appreciated all the suggestions and thought they were worth looking into.

## **Area Rep Reports**

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No reports were given.

Mr. Sears stated that he would schedule a final meeting on the budget.

He asked the Area Reps to encourage people in their areas to participate in the Annual Meeting. The meeting will be available via Zoom as well as in-person attendance. The Board will be addressing key issues, and he hoped more owners would participate.

The Board adjourned the regular meeting.

The meeting of the Pine Meadow Owners Association Board adjourned at 8:45 p.m.

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