



PMLOA Board Meeting Agenda

Location:	Virtual
Date:	February 23, 2023
Time:	6:00 pm
In attendance:	Scott, Jarid, Mike, Chad, Shaun, Steve, Becky and Terri
Absent:	

Update on Action Items:

1. Pine Ridge Association allows AirBnB's in their association. Jarid will talk to the President.
2. Scott will create a draft agreement for the electricity. The board reviewed the Power agreement and Becky suggested some changes be made to paragraph 4. Becky will email the changes to Scott and he will make them. Becky made a motion to accept the agreement after the changes were made. Chad second the motion.
3. Jarid will create a lockbox policy. The board made some changes to the policy. Mike made a motion to accept the policy. .Scott second the motion. The lockbox policy will be added to the PMLOA website.
4. Terri will create a draft standard trenching policy. The board reviewed the policy and decided we need more information. Steve will review the policy and add county guidelines. He will send it out to the board before the next meeting.
5. Jarid will update the key and remote policy. The association is having some issues with landowner's not transferring their keys and remotes when they sell their property. Jarid will make some changes to the policy to include the transferring of keys and remotes. Mike suggested the board create a paragraph for the secretary to send to the landowner's when purchasing keys and remotes. We track key numbers and remotes when they are sold to property owner's. The board will create a way to identify remotes. The association will need to purchase more remotes and keys this year.
6. When the key policy is finalized, Terri will add to documents sent to the Title Companies.
7. Jarid will add the Meadow Road easement to google docs. Becky sent the easement to Jarid today.
8. The board will add AirBnB's to the easement agreements signed by landowners outside our association. This needs to be done.
9. AirBnB/VRBO Policy - Chad reviewed the policy with the board. Jarid will review the CC&R's regarding businesses in the association. The board discussed an exception for full time residents who have a special need. The board needs more information. Chad will make some changes for the board to review.



10. The board will create a more defined policy for trailers and tiny homes. The board reviewed the policy. Chad is going to contact the county for guidance. Jarid is going to look at the verbiage in the CC&R's.
11. Jarid will communicate with the Pine Ridge Association to see how much they are willing to contribute to the road maintenance budget. He will contact them before our next board meeting.
12. Becky will report back to the board the discussion with Whispering Pines President. Becky communicated she and Dewey have been discussing sharing the costs of Meadow Road. The 4 lots were sold on Meadow Road. Becky said there was some issue and the Sanpete County is not going to pave Meadow Road at this time. Dewey is going to contact the new property owner's and see if they are willing to join Whispering Pines Association. A culvert needs to be put in along the road. Grading, road base and snow plowing is done on Meadow Road.. Road base will be split between the associations. Since Whispering Pines has so many full time residents, they discussed a 60%, 40% split. Dewey is going to talk to the Whispering Pines board. PMLOA will do some research and Jarid will create a spreadsheet with a budget analysis.

New Items:

1. Review 2022 taxes - when the board voted to roll over money left over from the 2022 road budget it caused the association to pay taxes on the \$12,000. Mike suggested we contact Doug Shelly to see if we could pre-pay him money for the 2023 road work. We have been waiting to pay AUTOPLUS their invoice until they could complete the work for 1. Scott reached out to both contractors and we can pay them. This will help with our 2022 tax liability.
2. 2023 newsletter & Schedule - Jarid will send out a draft to the board by Monday, February 27th. We need to get this done as Terri will be sending the 2023 dues invoices out in March. Jarid will email the newsletter to the board for review.
Mike will not be at the meeting next month. He reminded the board we want to make some changes on how we conduct the annual meeting. The board will conduct the presentation and we will have questions and answers at the end.

Chad and Jarid will work on the email communication for the annual meeting and dues notification.

Action Items:

1. The lockbox policy will be added to the PMLOA website - Jarid
2. Becky will email the changes for the power agreement to Scott.
3. Scott will make changes to the power agreement.
4. Steve will do some research for the trenching policy and make some updates to the policy. He will send out He will send out to the board before the next board meeting.
5. Review the verbiage in the CC&R's regarding trailers and tiny homes - Jarid
6. Board will create a paragraph for the secretary to send to landowner's when keys and remotes are sold.
7. Chad will make changes to the AirBnB/VRBO policy for the board to review.



8. Jarid will communicate with Pine Ridge to see how much they are willing to contribute to the road budget before the next board meeting.
9. Jarid will create a spreadsheet with a budget analysis for Meadow Road.

Future Action Items:

1. Meet with the Nay's to go over parking lot property line - Jarid, Becky
2. Conduit for gate 1 and pour the cement pad - Steve
3. Gate 4 plan
4. Put the association sign back up on the gate - Steve
5. Create an updated sign for the Gate - Jarid
6. Juniper Road turn around - Becky, Steve
7. Combination locks for electric gates - Jarid
8. AirBnB's policy added to easement agreements - Board
9. Create chipping maps/have members notify the board - Chad

Next Board Meeting:

March 16, 2023