



PMLOA Board Meeting Notes

Location:	Virtual
Date:	May 18, 2023
Time:	6:00 pm
In attendance:	Steve, Chad, Jarid, Shaun, Terri, Becky and Scott
Absent:	Mike

Update on Action Items:

1. Communicate to the Pine Ridge Association President the road breakdown for that area - Jarid spoke with them. They are willing to go 50/50. We budgeted \$3700 for this area. There are a lot of trucks going up and down these roads. Steve and Scott will work with Doug. We may do second gradings on Meadow Road and Pine Crest this year.
2. Jarid will call Doug. Jarid feels we should provide more information when we send Doug the invoice breakdown. Jarid hasn't called Doug yet. Steve has been keeping an eye on the roads. The folks working on Meadow Road have torn it up. We will approach them to get the road back to grade and based.
3. Meet with the Richardson's - Becky has met with him and given him the agreement. He is having his son review the agreement.
4. Put the association sign back up on the gate - Steve will get this done either Memorial weekend or the weekend of the annual meeting.
5. Trenching policy - Steve will get this done.
6. Have an attorney review our easement agreement - Chad is waiting to hear back from the attorney.
7. Jarid will update the key policy on the website to add fees when property is sold and the keys are not transferred to the new owners. We will follow the lost key fee schedule \$100, \$250 & \$500. We will get this on the website & present at the annual meeting. The updated policy is on the website.
8. Research engraving options - Mike wasn't at the meeting. We will see what he has found out.
9. Gate 1 next steps - we will pour the cement pad the week of meeting. Steve will contact Blue Stakes and Becky will meet with them.
10. Combination locks for electric gates - Jarid will look at this when he goes down to his property. These locks are for gate 5 & 7.



New Items:

1. Review plans for Annual Association Meeting - Chad will send out an email reminder and add to facebook. Becky and Steve are going to help Terri with checking in at the meeting. Shaun recommends we look at Venmo for purchasing keys and remotes.
2. Reviewed the Annual Meeting slides. Discussed the 2022 - 2023 budget summary. Shaun recommends we have money left over each year and not run with such a tight budget. Jarid explained we do have some money in savings. Other associations are raising dues in the area due to higher cost increase. Mike and Shaun will review the security slides. Jarid will get cash for the meeting. Terri will get ice, granola bars, donuts, water and drinks for the meeting. Scott is going to bring coolers for the drinks. We will distribute the new garbage dumpster keys after the annual meeting. Each member will receive 1 key no matter how many lots they own. The gate key and the dumpster keys are different. Jarid asked everyone to go through their slides and be prepared for the meeting. We will have a board meeting after the annual meeting.
3. Fire mitigation grant money - Chad reported the process for the grant money the state has available for our area. The process is 50% of the work the landowner would pay for their lot. The landowner would pay the association. Chad will include this information in his slide.
4. Provide Doug more information with the invoice breakdown and include maps - Scott & Steve.
5. Road Work Status Report - The lower roads are ready to be done. Before the annual meeting Stephen and Scott will get the maps ready for Doug.
6. Auctioned Lots - SCR2-32 & SCR2-33. Jarid received notification these lots were auctioned in our association. We should be hearing from the new owners.
7. Jarid asked Scott and Stephen to look at culverts to see if any needed fixing. They will write down the lot numbers.

Action Items:

1. Notify the people on Meadow Road who have torn up the road, they will need to get the road back to grade and put road base on it - Jarid or Chad
2. Stephen will get the association sign back up on gate 1 either Memorial Day weekend or the weekend of the annual meeting.
3. Board will pour the cement pad for gate 1 the week of the annual meeting.
4. Steve will contact Blue Stakes for gate 1 area and communicate to Becky.
5. Becky will meet with Blue Stakes.
6. Chad will send out an email reminder and post on facebook for the annual meeting one week prior.
7. Becky and Stephen will help Terri with checking in the members at the annual meeting.
8. Jarid will get cash for the meeting.
9. Terri will get the food supplies, drinks and ice for the meeting.
10. Scott will provide coolers for the annual meeting.
11. All board members will review their slides and be prepared for the annual meeting.
12. Before the annual meeting Stephen and Scott will provide Doug with maps. They will look for clogged culverts and write down lot numbers.



Next Board Meeting:

The meeting will be decided after the annual meeting.

Future Action Items:

1. Meet with the Nay's to go over parking lot property line - Jarid, Becky
2. The Board will create a paragraph for the secretary to send to landowners when keys and remotes are sold.
3. Add no turn around signs before gate 4 - board.
4. Jarid is proposing we work on verbiage where the association will not have any liability if landowner's do not follow Sanpete County regulations.
5. Chad will make changes to the AirBnB/VRBO policy
6. When the key policy is finalized, Terri will add to documents sent to the Title Companies
7. Create an updated sign for the Gate - Jarid
8. Juniper Road turn around - Becky, Steve
9. AirBnB's policy added to easement agreements - Board
10. Create chipping maps/have members notify the board - Chad
11. Work on verbiage for a policy where the association will not have any liability if landowners do not follow Sanpete County regulations.
12. Research Skyline Acres.