



## Please join us for our 2024 Annual Member Meeting

June 1, 2024, 10:00 a.m.  
Contoy Arena, 995 W 1000 S, Mount Pleasant

- Board Members will be available at 9:00 for questions, key and remote purchases, and dues payments (although dues should be paid prior to the meeting by May 1st).
- If you are mailing your dues payment, please note that there is a new PO Box address: P.O. Box #1091, Riverton, Utah 84065
- Upon arrival, please check in at the desk to verify contact information and receive ballots.
- The agenda for this year's meeting is below. To propose items of general interest to the agenda, please email: [board@pinemountainloa.com](mailto:board@pinemountainloa.com).

## 2024 Meeting Agenda

**Welcome** – Jarid Love, President (1 min)

**Annual Association Report** – Jarid Love (10 min)

- The objectives of our Association dues are to
  1. Provide critical services such as road maintenance, dumpster, and gate repairs
  2. Minimize expense to landowners
  3. Provide a fair system that equally distributes costs
- You should have received invoices for 2024 dues. As a reminder, dues are:
  - \$130 per first lot owned
  - \$75 per additional lot
- Dues are to be paid by May 1. Please refer to [pinemountainloa.com/dues](https://pinemountainloa.com/dues) for information about late payments and collection policy. Any Member who cannot pay their dues on time should contact the Board to make payment arrangements.
- 2023 Summary (SEE **ATTACHMENTS 1** FOR DETAILS)
- 2024 Budget (SEE **ATTACHMENTS 2** FOR DETAILS)



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## Road Maintenance Report - Scott McDonald, Stephen Jolley, Becky (15 min)

- Review completed 2023 road work
- Preview planned 2024 road work
- A portion of the 2022 road budget was carried over to 2023 and was used for 2023 road work and gate work. A total of \$8,768.00 was carried over.
- Doug Shelley will be providing the road work this year (grading and road base), we'll be exploring new contractors as well for 2024 as our contract ends this year.
- In 2023 we completed a road turnaround at the end of Juniper Drive. This was done for the following reasons:
  - We have a requirement that dead end roads have a turnaround for emergency vehicles.
  - The forest service wood chipper requires a turnaround or they won't go down dead end roads. This is why some properties were skipped last year.
  - The grader can't grade roads unless there's enough room for it to turn around at the end of the road.
- We'll be soliciting donations for the parking lot expansion. If you'd be willing to contribute, please contact a member of the board so we can begin the project this Summer.
- In order to help identify and monitor areas of the roads that need maintenance, we'll be creating a road committee with members from both sides of the Association. If you'd be willing to help report areas in need of maintenance, and help monitor the work in your area, please volunteer by contacting [board@pinemountainloa.com](mailto:board@pinemountainloa.com).
- If you have a culvert under your private driveway, it is your responsibility to make sure that the culvert and surrounding ditches are clear of debris and large enough to accommodate water runoff. This year we will have a lot of snow melt that could cause problems. Please check and clear your culverts.
- Please report any needed road repairs to [board@pinemountainloa.com](mailto:board@pinemountainloa.com)

## Member Communication - Chad Costello (5 min)

- The Association website is [pinemountainloa.com](http://pinemountainloa.com). You will find many helpful links, maps, documents and meeting notes on the website.
- The Association Facebook Group can be found at: [facebook.com/groups/pmloa/](https://facebook.com/groups/pmloa/). Association news will be posted here and it is also a great way for members to communicate about happenings, weather, buying/selling, etc. This will also be used for fire alerts.
- The Association email list is used to communicate news to Association Members. If you are not receiving our association email, please contact the Board to update or add your email to the list.

## Safety and Security - Michael Edwards, Shaun Hansen (10 min)

- Key Policy Reminders:
  - The key policy can be found on the website at [pinemountainloa.com/keys/](http://pinemountainloa.com/keys/)
  - Keys and remotes are limited to 10 of each per owned lot and can be purchased for \$15/key or \$25/remote.



- Keys and remotes are numbered and tracked by lot and belong to the lot.
- **If you are buying or selling property, the keys need to be transferred to the new landowners.** Keys that are not transferred will be subject to a lost key fee (each key and remote) at the time of sale.
- Duplication or selling of keys is not permitted. A fine will be enforced for violations.
- If you have received your full allotment of 10 keys for your lot, the following lost key policy will apply:
  - Only one replacement may be requested per year.
  - Lost keys will be purchased on an increasing cost scale (\$100, \$250, \$500).
- When purchasing keys or remotes, you will now need to agree to the terms of use.
- Association cameras are now on all of the gates. This has helped to monitor gate damage and who's accessing the association.
- General policy reminders:
  - Please respect our speed limit for the safety of all members (15 mph). We have more signs we can put up if you know of any locations that need them.
  - Please keep Association gates closed and locked.
  - Gunfire is prohibited within the Association. We had several incidents reported last year.
  - Fireworks are strictly prohibited within the Association. We had a problem with this in 2020 and as a result implemented a \$2500 fine. It will be very dry this year.
  - Please ensure that your guests are aware of these policies.
- We will have 2 dumpsters this year. As a reminder:
  - The dumpsters are provided for household garbage only, no construction waste please.
  - If they are full, you will need to dispose of your garbage elsewhere.
  - Dumpsters are to remain locked. If you find one unlocked, please lock it.
  - Remember that the dumpsters are on a separate key from the gates. One per land owner.
- Parking in the parking lot for more than 7 days now requires a parking sticker. Any trailer or vehicle left longer than 7 days without a sticker will be towed at the owner's expense.

### **Fire Mitigation & Safety** - Chad Costello, Becky Holbrook (5 min)

- A joint Association Fire Council has been assembled to coordinate with Matt Christensen, the Central Utah WUI Coordinator for the FFSL (Forestry, Fire & State Lands). The associations involved are the Aspen Grove Group, Pine Creek Ranch, Pine Mountain, Pine Ridge Estates, and Whispering Pines.
- FFSL has been awarded a planning grant of \$35,000.00 from Utah State Catastrophic fire program to help map, plan and strategize wildfire mitigation efforts for the communities.
- We added a turnaround at the end of Juniper Lane last year for fire vehicles and road maintenance vehicles to be able to access the area. One additional turnaround will be identified this year and created for similar access.
- Please put your lot numbers near your lot entrance so they are visible to emergency vehicles.



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### **Freeman Allred Flood Channel & Retention Basin** - Beck Holbrook (5 min)

- Spring City and Horseshoe Mountain Irrigation District have been given a grant that will create the **Freeman Allred Flood Channel & Retention Basin**, which will include some smaller areas of Spring City Rancheros. The purpose of this project will be to help with flood control off the mountains surrounding our areas
- We will present information concerning this project along with maps so that our members can be aware of how this will affect their properties..

### **Clean-up Day** - Chad Costello, Becky Holbrook (5 min)

- Clean-up Day will be **June 8th**. We will begin at 10:00am. Please meet at the entrance of gate 1 to coordinate an area to clean. Refreshments will be provided.
- We invite all members to join us in this effort on this date. Please trim branches that overhang Association roads near your property, spray or remove thistle, and clean up trash. This is an ongoing responsibility of each member but we ask that you dedicate this day to our joint effort.
- Please stack any cut branches on the sides of the road and the Forest Service will be scheduled to come through with a wood chipper the following weeks (depending on availability).
- Cleared roads are critical for public safety as they allow access to emergency vehicles.

### **Association Projects** - Jarid Love (10 min)

- Gates
  - Gate 4 was moved further East to allow Pine Ridge Estates access to their gate without using our gate. This means that there are no longer two locks on that gate.
  - Gate 1 was connected to city power and was converted to a double gate for better access.
  - Gate 7 was repaired after it was rammed by someone who forced their way through the gate. Cameras will now help with this.
- Parking Lot
  - Parking stickers were implemented for any vehicle or trailer left in the lot for more than 7 days.
  - Work will begin on expansion soon but will be a multi-year project. We will be staking out the lot and cutting in (excavating) the new parking area this year. Base will be applied as the budget allows in future years. If you'd be willing to donate to the project to speed up development, please contact a member of the Board.
  - The South entrance was moved to address a property line issue with the neighboring property. Please use the correct entrance and do not block access to the neighboring home.
  - Additional information can be found at: [pinemountainloa.com/parkinglot](http://pinemountainloa.com/parkinglot)
- Juniper turnaround was completed. The cost of this turnaround was roughly \$5000 which included excavation and road base.
- One additional turnaround will be added in 2024 - Location to be determined based on priority.



**2025 Dues Increase - Chad Costello (10 min)**

- Due to rising costs, the current board has found it necessary to increase dues in 2025:
  - Road maintenance costs have increased over 40% due to the cost of gasoline and road base.
  - A second dumpster had been needed the last couple years and will continue to be provided. Dumpster prices have also increased slightly due to increased gasoline costs.
  - We would like to schedule additional dumpster pickups on holidays and busy weekends.
  - Cameras have been added to all the gates and require an annual subscription.
- Proposed increase: \$180/year for 1st lot, \$105/year for additional lots.

**Board Member Election - Jarid Love (20 min)**

- Nomination and election of Board Members. If unable to attend, you may designate a proxy by printing the form at the end of this newsletter. Ballots to be counted by member volunteers.
- Nominees will each be given 2 minutes on the microphone to introduce themselves and share any thoughts or comments they may have.

Member	Term	Action
2021 Scott McDonald	Term Complete	Position to fill (3 years)
2021 Jarid Love	Term Complete	Position to fill (3 years)
2021 Becky Holbrook	Term Complete	Position to fill (3 years)
2022 Chad Costello	1 years remaining	
2022 Michael Edwards	1 years remaining	
2022 Shaun Hansen	1 years remaining	
2022 Stephen Jolley	1 years remaining	

**Member Comments - (20 min)**

- Members are invited to express comments and suggestions. Please respect the time given to each member for their comments.
- Comments and suggestions may also be sent to: [boardmembers@pinemountainloa.com](mailto:boardmembers@pinemountainloa.com)
- Contact information updates and billing questions can be sent to: [secretary@pinemountainloa.com](mailto:secretary@pinemountainloa.com)

**Thank you for your participation, and for helping to make Pine Mountain Land Owners Association a great place to be!**



## ATTACHMENT 1: 2023 FINANCIAL REPORT

Beginning Checking Balance		\$27,103.26
Beginning Savings Account Balance		\$33,419.52
<b>Income</b>	<b>Budgeted</b>	<b>2023 Actual</b>
Projected Dues	\$38,140.00	\$39,966.13
2023 Road & Gate Pre-Payments	\$12,143.00	\$12,143.00
Member Fees	\$1,000.00	\$4,092.04
Key & Remote Sales	\$1,400.00	\$1,829.50
Shipping Fees	\$200.00	\$481.96
Bank Interest	0	\$50.17
<b>Total Income</b>	<b>\$52,883.00</b>	<b>\$58,562.80</b>
<b>Expenses</b>	<b>Budgeted</b>	<b>2023 Actual</b>
Roads	\$26,000.00	\$17,500.00
Gates & Maintenance	\$5,500.00	\$11,771.68
Signage & Security	\$300.00	\$1,996.79
Weed Control - Thistle	\$50.00	\$0.00
Corporation renewal fees	\$10.00	\$10.00
Legal Services & Fees (Recording Fees, Attorneys, etc...)	\$50.00	\$120.60
Liability Insurance (This will be paid in Nov)	\$1,110.00	\$1,063.00
Annual Party costs	\$150.00	\$300.03
Office Supplies	\$500.00	\$532.83
Postage	\$200.00	\$571.95
Secretary & Professional Fees	\$6,000.00	\$6,028.00
Garbage Dumpster	\$3,000.00	\$3,861.62
Go Daddy/Web fees	\$120.00	\$107.88
QuickBooks Online Accounting	\$1,057.00	\$1,120.77
Property Tax / Fed Tax / State Tax	\$140.00	\$31.26
Tax Preparation	\$350.00	\$335.00
Remote Controls and Keys	\$200.00	\$4,278.69
Credit Card Processing Fees	\$600.00	\$978.67
Cameras	\$0.00	\$869.03
Bank Fees	\$0.00	\$0.00
Sanpete County Fees	\$150.00	\$321.50
Bad Debt	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$52,987.00</b>	<b>\$61,039.30</b>
Overage	\$104.00	\$2,476.50



## ATTACHMENT 2: 2024 BUDGET

Income	2024 Budget
Projected Dues	\$38,505.00
Member Fees	\$0.00
Key & Remote Sales	\$0.00
Shipping Fees	\$0.00
Bank Interest	\$50.00
<b>Total Income</b>	<b>\$38,555.00</b>
Expenses	2024 Budget
Roads	\$27,000.00
Gates & Maintenance	\$500.00
Signage & Security	\$50.00
Weed Control - Thistle	\$50.00
Corporation renewal fees	\$10.00
Legal Services & Fees (Recording Fees, Attorneys, etc...)	\$50.00
Liability Insurance (This will be paid in Nov)	\$1,063.00
Annual Party & Cleanup Day	\$300.00
Office Supplies	\$500.00
Postage	\$50.00
Secretary & Professional Fees	\$6,000.00
Garbage Dumpster	\$3,900.00
Go Daddy/Web fees	\$120.00
QuickBooks Online Accounting	\$1,120.77
Property Tax / Fed Tax / State Tax	\$35.00
Tax Preparation	\$350.00
Remote Controls and Keys	\$0.00
Credit Card Processing Fees	\$600.00
Cameras	\$500.00
Bank Fees	\$0.00
Sanpete County Fees	\$150.00
<b>Subtotal</b>	<b>\$42,348.77</b>
Over	\$3,793.77



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## ATTACHMENT 3: PROXY VOTE FORM

If you are unable to attend the annual meeting, you may use the following proxy form to delegate your vote. Proxy forms must be notarized and the designee must provide identification.

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### PMLOA Official Proxy Form 2024

I/We \_\_\_\_\_, owner(s) of Lot(s) \_\_\_\_\_ do hereby give my/our PROXY vote to \_\_\_\_\_, (may designate another Association Member, or "Current Board President") to vote on my behalf, on all matters presented at the Annual Membership Meeting of Pine Mountain Land Owners Association to be held June 1st, 2024 at 10:00 a.m. at Contoy Arena, 995 W 1000 S, Mount Pleasant, Utah.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED and SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
NOTARY PUBLIC