

Fawngrove Annual Meeting

December 13, 2025, 12:00 p.m. MT via Zoom

Attendance

Board Members: Becky Robertson – President (1550), Bill Case – Vice President/Secretary (1558), Theresa Rollins – Treasurer (1620), Duncan Patterson (1486), Dennis Fish (1524), and Michael Profant (1478).

Owners: 1408, 1416, 1432, 1470, 1504, 1512, 1516, 1520, 1532, 1562, 1566, 1600, 1604, 1612, 1616, 1620, 1666, 1670, 1674, and 1686.

Proxies: 1404, 1420, 1424, 1428, 1436, 1500, 1574, 1586, and 1676.

Ptarmigan Property Services: Alan Johnson, Wendy McFarland, Jonah McFarland, and Alli Vernon.

1. **Called to Order** at 12:08 p.m. by Becky Robertson
2. **Roll Call** with a quorum established.
3. **Proof of Notice of Meeting** by Theresa Rollins, seconded by Bill Case.
4. **2024 Annual Meeting Minutes** were unanimously approved through a motion by Bill Case which was seconded by Scott Jacobs.
5. **President's Review:**
 - a. Continued transition from self-management and a new Board/President.
 - b. The Board and Ptarmigan are working to streamline communication.
 - i. Maintenance requests may be submitted through the Fawngrove website and the Vantaca owner portal.
 - c. The Board and Ptarmigan continue to find ways to save costs.
 - i. Multi-year contracts were signed for snow removal and landscaping to lock in costs and maintain a strong relationship with Altitude.
 - ii. Fawngrove and Park City Municipal Water Department agreed to a three-year phased replacement of backflow valves, allowing costs to be spread out for easier budgeting.
 - iii. Fawngrove received approval to participate in the Park City Public Utilities Landscape Incentive Program, securing grant funding to support water conservation efforts.
 - d. Challenges faced in 2025:
 - i. Aging buildings
 - ii. Ponds
 - iii. Deck standards
 - iv. Garage 4
 - v. Plumbing
 - e. Priorities moving forward
 - i. Garage 4
 - ii. Engineering envelope study of entire Fawngrove complex
 - iii. Fire suppression systems
 - iv. Landscaping updates for water conservation and cost savings

v. Soil/waste pipe deterioration

6. Management Report:

- a. Fire suppression
 - i. Park City requires a backflow system for each building. The buildings will have backflows installed in phases as agreed with the water department. Initial installation is scheduled for the week of 12/15 at which time the antifreeze system will also be recharged.
- b. Roofs
 - i. Reported leaks have been addressed with minor repairs. Roofs are aging and will need to be addressed in the near future.
 - ii. Upgraded roofing could assist with insurance premiums.
- c. Garage 4 Walkway and Patio
 - i. Structural repairs will take significant work. Contractors are optimistic that the project shouldn't be too invasive. Estimates are expected by end of December, with a decision anticipated in mid-January.

7. Treasurer's Review:

- a. 2025 Financials
 - i. Administrative expenses are over budget due to insurance. The Board is pleased that the HOA was able to obtain coverage given the current volatile insurance market.
 - ii. Maintenance expenses and utilities are within budget.
- b. 2026 Budget
 - i. 10% increase in dues to keep up with costs and continue funding capital reserves in anticipation of major projects.
- c. **Operating Budget:** A motion to approve the 2026 operating budget as presented was made by Bill Case, seconded by Dennis Fish, and unanimously approved.
- d. **Reserve Budget:** A motion to approve the 2026 reserve budget as presented was made by Bill Case, seconded by Duncan Patterson, and unanimously approved.

8. Management Committee Election

- a. Gratitude was expressed for Theresa Rollins and Bill Case for their years of service on the Board as their terms come to an end.
- b. Thanks to the Nominating Committee for their time spent reviewing applicants. Each year, the committee recommends those candidates deemed to be the best fit for what is needed. Applicants are encouraged to apply again in future years as the Board is in need of different types of knowledge and experience.
- c. A motion was made and passed to approve the re-election of Dennis Fish to the Management Committee for a two-year term.
- d. A motion was made and passed to approve the election of Scott Jacobs to the management Committee for a two-year term.

9. Open Business

- a. Discussion on attaching revenue streams to use of common spaces such as storage and guest parking spaces.
- b. Fire suppression inspection reports will be posted to the city portal by the vendor to enable obtaining nightly rental licenses.

- c. Deck standards will be posted to the Vantaca owner portal.

10. **Meeting adjourned 1:59 p.m.** through a motion by Bill Case and seconded by Theresa Rollins.

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