



Ponderosa Pines Property Owners Association
Regular Board of Directors Meeting Minutes
April 23, 2026 via Zoom

The Regular Board of Directors meeting was called to order at 7:06 pm by the Chairman, Ken Forsyth. Directors present were Ken Forsyth (*Chairman*), Julie Shattler (*Secretary*), Alan Henne, Brad Heath, Larry Merrill and Jeremy Martineau. Quorum has been met.

Julie Smith, the PPPOA Treasurer was also in attendance.

Members in Attendance: Approximately 9 members

Minutes - were not available for approval.

Treasurer's Report – Julie Smith

The board accepted the March 2026 financials.

Mid Oregon CU Share	\$ 5.00	Accounts Receivable	\$ 42,230.01
Mid Oregon CU Reserve	\$ 167,015.87		
Petty Cash	\$ 200.00	Operating Expenses	\$ 1,685.92
US Bank MM Reserve	\$ 13,527.86	Reserve Expenses	\$ 2,249.62
US Bank CD Reserve	\$ 215,248.36	Special Assessment Expenses	\$ 3,283.92
First InterState Bank - Reserve	\$ 206,252.62		
WaFd Checking - Operations	\$ 152,099.06		
WaFd MM Reserve	\$ 16,491.40		
Total	\$ 770,840.17	Total Expenses	\$ 7,219.46

Managers' Reports

Commons – Brad Covington

The Commons crew have continued brush cutting and limbing on the East border of the community. They will continue as time allows. Maintenance on the brush cutter has been done. The chipper has been kept busy with chipping.

The park area and Well 2 have been cleaned up.

Roads - Greg Hulihan, Road Manager

Getting quotes for gravel. So far one has come in. Waiting on additional quotes. Greg Hulihan also reviewed the condition of the roads and ideas where to place the gravel. Some roads will need to be graded for drainage and reshape the areas.

A member mentioned to him about paving the mailboxes. Julie Shattler stated anything over \$500.00 needs to go to the vote of the members and is considered a Capital Improvement.

A discussion regarding expanding the mailbox area was discussed. Jeremy Martineau offered to research the information needed on the subject.

CWRR Grant – Debbie Christian, CWRR Grant Administrator

Ken Forsyth gave the report on Debbie Christian's behalf.

The projects the board approved have moved forward. More lots have been identified and waiting on quotes for the board to approve.



Ponderosa Pines Property Owners Association
Regular Board of Directors Meeting Minutes
April 23, 2026 via Zoom

FireWise – Brad Heath

Brad reminded everyone of the upcoming meeting this Saturday at Living Water Church from 12:00 pm to 2:00 pm. Last months meeting went well with the Fire Chief in attendance.

Per Ken Forsyth and Larry Merrill, they could not find it anything in the minutes regarding Brad Heath becoming the FireWise Liaison. Ken Forstyth made a motion and Alan Henne seconded. The board voted unanimously for Brad Heath to be the FireWise Liaison.

The community has been awarded 2 bins as part of the Spring Sweat Equity Program. Brad Heath reviewed what could and could nto be placed in the bins. Dumpsters will be emptied as needed.

Unfinished Business

Reserve Study Committee – Larry Merrill

The Chairman, Vincent Contorno will me meeting with the Road’s and Commons Manager. We also would like more members and a notice was already sent out. The group is a positive group. He’s very optimistic. A family member of a property owner has been living here for 3 years helping their parents. The board discussed this, and if they have permission from the homeowner in writing, it shouldn’t be a problem. Larry Merrill will look into this. Julie Shattler will send Larry Merrill their contact information.

Annual Members Meeting – Julie Shattler cleaned the office and it’s ready for when the ballots come in. She found a box of preprinted #10 envelopes. She also donated a box of return labels she wasn’t using to the PPWC & PPPOA to keep costs down. All the catalog envelopes now have all the return address labels on them and the confidential envelopes are stamped. A notice to the community for open positions will go out in a few days. FireWise has an important event highlighting pet evacuation. Discussed food and potluck.

New Business

Schedule of Fines - Ken Forsyth stated and made a motion Brad Heath and himself to do the drive throughs and bring all recomondations back to the board for review. Larry Merrill seconded. With no further discussion, the board voted unanimously approved.

Concerns of the Board

None

Concerns of the Members

D. Nelson – inquired about minutes and gravel costs. J. Shattler replied letting her know we are still waiting on quotes and the minutes were not completed due to the Annual Meeting.

D. Shattler – Asked what will happen if people throw trash in the bins. B. Heath responded.

Executive Session

The meeting recessed to an Executive Session at 8:12 pm to discuss violations. The meeting reconvened at 8:45 pm. Jeremy Martineau motioned to take action as discussed in the Executive Session. Julie Shatter seconded. No further discussion. The board voted unanimously to move forward.



Ponderosa Pines Property Owners Association
Regular Board of Directors Meeting Minutes
April 23, 2026 via Zoom

Adjournment

Julie Shattler made a motion to adjourn the meeting, and Ken Forsyth seconded. The board voted unanimously to adjourn the meeting at 8:45 pm.

Reminder - Next Meeting is May 21, 2026 at 7:05 pm.

Respectfully submitted,
Julie Shattler
PPPOA Secretary