



Ponderosa Pines Property Owners Association
Special Board of Directors Meeting Minutes
October 6, 2026, via Zoom

The Special Board of Directors meeting was called to order at 7:08 p.m. Directors present were Ken Forsyth (Chairman), Brad Heath, Steve Weller, Jeremy Martineau, Alan Henne, Julie Shattler, and Vincent Contorno. Julie Smith, PPPOA Secretary/Treasurer, was also in attendance. A quorum was present.

Members in attendance: 6

2027 Budget Committee

Brad Heath made a motion and Alan Henne seconded to accept the proposed 2027 Budget Committee members: Diane Shuffleberger, Cheryl Riddle, Devonee Littleton, and Desera Nelson. During discussion, a director requested that the members be voted on individually. The board then conducted separate roll-call votes on each proposed member and accepted all four volunteers.

Budget Committee Charter

Ken Forsyth moved to approve the Budget Committee Charter as presented for future budget committees unless amended by the board. Brad Heath seconded. Following discussion, the board voted unanimously to approve the charter.

CWRR Grant Projects

Debbie reported that requests for bids for four projects had been sent to Capelli's Tree Service, Shrum Enterprises/Evans Tree Service, and Stout Mountain. Bids were received from Capelli's and Shrum Enterprises/Evans Tree Service; Stout Mountain did not respond. A revised bid for the fourth project was received from Capelli's that day and distributed to the board. Debbie recommended awarding all four projects to Capelli's because its bids were lower and its work could begin in late October or early November, compared with mid-December for Shrum Enterprises/Evans Tree Service.

Debbie reported a current grant balance of \$23,706.58, pending September financials. She stated that approving the four projects would leave an estimated \$14,206.58 and that the grant ends December 31. When asked about other potential projects, she explained that she would address those at the next regular board meeting.

Steve Weller moved to approve grant work items one through four and accept the bids presented so the projects could proceed. Brad Heath seconded. The board voted in favor, and the motion passed.

Adjournment

Alan Henne made a motion to adjourn, and Steve Weller seconded. The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Julie Smith

PPPOA Secretary