



Ponderosa Pines Property Owners Association
 Regular Board of Directors Meeting Minutes
 February 26, 2026 via Zoom

The Regular Board of Directors meeting was called to order at 7:09 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.

Members in Attendance: Approximately 14 members

Chairman, Ken Forsyth let everyone know the chat has been turned off until we get to the concerns of the members portion of the meeting. The meeting is being operated as if this was an in person meeting.

Minutes

Ken Forstyth asked the board if there were any changes to the minutes for the PPPOA Special Board of Directors Meeting on January 30, 2026. Since there were no changes, and no further discussion, the minutes were accepted by the board.

Executive Session

The board recessed to an Executive Session to discuss violations, contracts and personnel at 7:20 pm. The board reconvened at 7:42 pm.

Larry Merrill made a motion to accept the JAL bid and to go to contract. Brad Heath seconded. With no further discussion, the board unanimously approved using this contractor. **Note: Jeremy Martineau came in to the meeting after this vote.*

Brad Heath made a motion to accept Newman CPA as our new CPA and to finalize the process. Larry Merrill seconded. With no further discussion, the board unanimously approved the motion.

Treasurer’s Report – Julie Smith

The board accepted the January 2026 financials.

A new reserve account was opened at First Interstate Bank and a transfer has been made. All accounts are now under FDIC limits.

The CD at US Bank is up for renewal on March 24, 2026. Julie Smith will send out a rate sheet to the board prior to the meeting.

Mid Oregon CU Share	\$ 5.00	Accounts Receivable	\$ 57,416.32
Mid Oregon CU Reserve	\$ 166,428.88		
Petty Cash	\$ 200.00	Operating Expenses	\$ 2,480.69
US Bank MM Reserve	\$ 38,525.99	Reserve Expenses	
US Bank CD Reserve	\$ 214,021.31	Special Assessment Expenses	\$ 3,205.23
First InterState Bank - Reserve	\$ 80,850.00		
WaFd Checking - Operations	\$ 153,731.99		
WaFd MM Reserve	\$ 116,410.21		
Total	\$ 770,173.38	Total Expenses	\$ 5,685.92



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Managers' Reports

Commons - Brad Covington, Commons

They have been doing work with the DR Brush Mower. Brad did some training and it did a beautiful job. They have been working on the borders of the community. They also have been limbing up trees. All debris has been burned. The chipper has been serviced. A few hazard trees on N. Sugar Pine and Ponderosa Way have been identified and marked.

Roads - Greg Hulihan, Road Manager

Not a lot going on with no snow. Greg has been filling the larger pot holes and followed by the compaction roller. Greg asked about the budget for graveling the roads. Julie Shattler reminded everyone the process of making decisions on which roads are to be graveled each year. Roads are on a rotation and as needed schedule.

Alan Henne inquired if there has been any research on dust abatement companies. Larry Merrill has started to research this.

Jeremy Martineau asked for someone to call EarthBind to see if anyone in the area is using this product.

Greg Hulihan informed the board the tires on the dump truck are a safety hazard and need replacing. He will provide estimates regarding cost.

CWRR Grant – Debbie Christian, CWRR Grant Administrator

Brad Covington gave a lot of Debbie's report. Debbie Christian brought up her email to the board that listed her concerns.

Shanda offered to pay for the work on the East Exit. A new RFP form was submitted to the board for review. There are 4 projects in process.

Debbie is also working on the next grant report that covers from July 1, 2025 through January 31, 2026.

FireWise – Brad Heath

They had a committee meeting at Brad's shop. Reviewed having monthly meetings with topics. Discussed home assessments for homeowners. They also discussed evacuation plans for the community. He felt it was a very productive meeting.

Unfinished Business

Reserve Study Committee submissions

Julie Shattler provided the board with a list of members that submitted their name to be on the committee. No concerns were brought up about the applicants. Jeremy Martineau made a motion for the board to accept all the applicants for the Reserve Committee. Brad Heath seconded. After discussion, the board unanimously approved the Reserve Committee members.

New Business

These items were tabled: Manager Spending Resolution Discussion and Process & Procedures.

Concerns of the Board

None



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Concerns of the Members

Julie Shattler read an email from Desera Nelson asking for an update regarding her request dated January 7, 2026. This request has not been fulfilled. Ken Forsyth responded that we are working on her request. Julie Smith is waiting for a response from our bookkeeper. She is very busy due to it being tax time.

Adjournment

Brad Heath motioned to adjourn the meeting, and Larry Merrill seconded. The board voted unanimously to adjourn the meeting. Meeting was adjourned at 8:30 pm.

Reminder - Next Meeting is March 26, 2026 at 7:05 pm.

Respectfully submitted,
Julie Shattler
PPPOA Secretary