



Ponderosa Pines Property Owners Association
Regular Board of Directors Meeting Minutes
September 25, 2025 via Zoom

The Regular Board of Directors meeting was called to order at 7:05 pm. Directors present: 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

Minutes

Not everyone had a chance to review the September 11, 2025 Special Board of Directors Meeting minutes. They were not voted on at this meeting. The minutes were re-emailed out during the meeting.

Treasurers Report: Julie Smith

CWRR Grant: Everything is looking good. Mostly payroll and fees.

August 2025 Financials: Everything is looking good. Just the regular monthly items.

There is a CD coming due in October 24th at US Bank. Julie would like approval to renew it. Ken Forsyth made a motion to renew and Brad Heath seconded.

Discussion: Jeremy asked what the rate is. Julie Smith stated approximately 4.5% at 5 months and a little less at 7 months. This could change a little by the time we renew. The board agreed to shop around to make sure we're getting the best rate and revisit..

The board agreed to accept the August 2025 Financial Report.

The first Budget and Reserve Committee will be meeting at Living Waters Church on October 18, 2025. The time is still being firmed up, but could start at 9:00 am. We will be sending out a notice tomorrow and letters of interests need to be in by October 9th.

Managers' Reports

Commons - Brad Covington, Commons Manager

Lots of spot brush cutting and chipping throughout the community. Looking into getting a large mastacator or hiring a contractor for the larger bitter brush our equipment cannot handle. Tree removal on River Birch. Brad has also been marking a lot of trees for removal along the south side of Ponderosa Loop.

They finished installing all the reflective address signs that were purchased by the grant. This was the second of three rounds. These were purchased through the La Pine Fire Department. They have been working to reduce wildfire hazards throughout the community.

Roads - Greg Hulihan, Road Manager

There has been a lot of work done on Ponderosa Loop and Ponderosa Way rebuilding the crowns, backsloping, drainage ditches, etc. There is still a lot of work to to to get the roads back in shape. There are areas of tractor work to be done that should start next week. We have a company that will assist maintaining the equipment. The drainage ditches will be smoothed out.

CWRR Grant – Debbie Christian, CWRR Grant Administrator

It's been a busy 3 weeks. Debbie has been working with David Trachsel reviewing all the documents including the work plan, financials, etc., and getting up to speed on everything. The most pressing matter is getting the grant report in to OSFM by November 15, 2025. Her goal is to have it submitted by November 1, 2025. Meet & greet scheduled and discuss getting back on track with the grant.



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FireWise – Brad Heath

The Meet & Greet went very well. We had about 25 people in attendance. The La Pine Assistant Fire Chief was in attendance and gave a presentation. The conversation was great with everyone in attendance. The next meeting will cover pet evacuation. We're looking forward to see more members at the next gathering.

There is only one step left for our recertification process. We just need the rest of the risk assessment to be completed. The deadline is November 21, 2025.

Unfinished Business

Asphalt Repair Contract – Ken Forsyth made a motion for board approval for the contract and permission to sign the contract. Larry Merrill seconded. With no further discussion, the board voted and the motion passed unanimously.

New Business

Brad Heath is working on putting together a volunteer program. Will be putting out the information to the community.

Concerns of the Board

None

Concerns of the Members

Chrissy Johnson suggested we get rock from Hooker Creek or Knife River. She was told it's already being looking into.

Executive Session

No executive session.

Adjournment

Ken Forsyth motioned to adjourn the meeting, and Larry Merrill seconded. Meeting was adjourned at 7:55 pm.

Reminder - Next Meeting is October 23, 2025 at 7:00 pm.

Respectfully submitted,
Julie Shattler
PPPOA Secretary