



Ponderosa Pines Property Owners Association
 Regular Board of Directors Meeting Minutes
 March 26, 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 7 members

Minutes

Julie Shattler made a motion to accept the minutes as corrected for the PPPOA Regular Board of Directors Meeting on February 26, 2026 and the PPPOA Special Board of Directors Meeting on March 9, 2026. Brad Heath seconded. The board unanimously approved.

Treasurer’s Report – Julie Smith

The board accepted the February 2026 financials.

Mid Oregon CU Share	\$ 5.00	Accounts Receivable	\$ 48,945.59
Mid Oregon CU Reserve	\$ 166,707.21		
Petty Cash	\$ 200.00	Operating Expenses	\$ 1,561.22
US Bank MM Reserve	\$ 13,527.29	Reserve Expenses	
US Bank CD Reserve	\$ 214,665.16	Special Assessment Expenses	\$ 4,627.50
First InterState Bank - Reserve	\$ 205,913.23		
WaFd Checking - Operations	\$ 156,542.33		
WaFd MM Reserve	\$ 16,477.47		
Total	\$ 774,037.69	Total Expenses	\$ 6,198.12

Julie Smith renewed the US Bank CD for 5 months at 3.6%.

CPA – The bookkeeper is working with the new CPA and an extension. An extension to file our taxes has been submitted.

Managers’ Reports

Commons – Ken Forsyth

Brad was not in attendance, Ken Forsyth gave the report.

Hazard trees at the front of the community have been removed. He also wanted to remind people to call the burn hotline before burning.

Roads - Greg Hulihan, Road Manager

They have been filling potholes. In the process of getting quotes for gravel for Ponderosa Loop and researching dust abatement. New rear tires have been put on the dump truck.

Greg Hulihan will check with JAL to see if they have they have us scheduled yet.

CWRR Grant – Debbie Christian, CWRR Grant Administrator

The Commons crew have been using the brush cutter on the western side of the community and other common areas. Next will be the Eastern border of the community.

She is waiting on board approval for 2 projects. The board reviewed the information on the projects.



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Jeremy Martineau made a motion to accept the work Debbie Christian has proposed on White Pine and Laurel. Alan Henne seconded. There was no further discussion. The board unanimously approved.

FireWise – Brad Heath

Brad reminded everyone of the upcoming meeting this Saturday at Living Water Church from 12:00 pm to 4:00 pm. The La Pine Fire Chief will be in attendance.

Unfinished Business

Reserve Study Committee – Larry Merrill

The committee met for the first time on March 17, 2026. They appointed Vincet Contorno as Chairman and Dianna Toepfer was selected as Secretary.

They reviewed historical paperwork and discussed starting points for their work. The next meeting is on March 31, 2026. The group is a positive group. He's very optimistic.

New Business

Julie Shattler brought up the 2026 Annual Members Meeting on July 18, 2026. The handicap port a potty will need to be delivered on the Thursday prior to the meeting. Many people have mentioned that COVID has been over and would like to see the potluck brought back. The board agreed to the potluck. Julie Shattler gave an overview on what both boards normally provide. The board agreed to have our attorney here as usual and move forward with the potluck.

Julie Shattler brought up the January 16, 2014 minutes that adopted a new financial procedure during the meeting. Julie Shattler read the resolution. The board discussed and agreed to put this in the current resolution format for the board to review.

Concerns of the Board

Julie Shattler brought up sending out a notice for the open board position and looking to see if someone would like to be Secretary. Julie Shattler offered to train anyone that would like to step up and learn the position. The board agreed.

Concerns of the Members

V. Lorrain – inquired about illegal burning. He also inquired about the truck for sale by the entrance sign to the community.
G. Hulihan – asked about leftover firewood left after trees are dropped. Are we paying for a contractor to remove the trees.
D. Quesenberry commented they called the La Pine Fire Department this year regarding someone burning when it was closed and the Fire Marshall came right out. They stated not to call 911 unless the fire is out of hand. If it's just someone burning to call the non emergency number. She also reminded everyone must have a permit.

C. Riddle – brought up instant fines for illegal burning.

D. Quesenberry – Inquired about when the trees marked to be removed by the Commons that are on the corner of her property. She will contact the Commons Manager.

Julie Shattler brought up the Schedule of Fines drive throughs usually starts in May. Looking for 2 board volunteers. Ken Forstyth and Brad Heath volunteered. Julie reminded the board that we drive the front and back of the property only. We do not walk on to the property. They 2 people performing the drive throughs will need to take pictures to bring back to the board. All discussions are to be kept private out of respect to the property owner.



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Executive Session

No Executive session was needed.

Adjournment

Larry Merrill motioned to adjourn the meeting, and Jeremy Martineau seconded. The board voted unanimously to adjourn the meeting at 8:40 pm.

Reminder - Next Meeting is April 23, 2026 at 7:05 pm.

Respectfully submitted,
Julie Shattler
PPPOA Secretary