

**Ponderosa Trails HOA
Board of Directors Meeting**

April 12, 2017 at 4:00pm
323 S. River Run Road Ste. 1
Flagstaff, AZ

Minutes

Call meeting to order

The meeting was called to order at 4:10 p.m. A quorum was established with the following board members present (P) and absent (A)

P A

Bryan Burton, President
 Scot Raab, Vice Pres.
 Travis Zoda, Secretary

P A

Vacant, Board Member
 Vacant, Board Member

Also Present:

Katy Kuhns, Community Manager
 Janina Burton, Treasurer - Left after financial review
 Catherine Fine, Owner Lot 65, left after appeal (4:20pm)
 Barney Helmick & Craig Brightwell - City of Flagstaff Airport (left after Call to the Public)

Call to the Public

-C. Fine - See Ex Session Minutes, violation appeal
-Mr. Helmick and Mr. Brightwell were in attendance to let the board know about upcoming airport construction. An informational flyer will be put on the Association website for owners to reference.

Review meeting minutes

The minutes from the March 1, 2017 Board of Directors meeting were reviewed. All board members in attendance approved.

Review financial report

-The January - March 2017 financial report was reviewed.
-Ms. Burton reported that she had reviewed the 1st quarter report, she had a few clarifications for SREM to get back to her on.
-Mr. Burton made a motion to transfer \$20,182 to the money market reserve account for the 2017 annual contribution.

Old Business

-All board members in attendance were in favor of Resolution 2017-02 authorizing a one year extension to the management contract.
-Discussion took place about having the common areas evaluated for necessary thinning. SREM will talk to Grounds Maintenance about getting a price to trim up the ladder fuels in tract DD.
-Mr. Zoda will mark the common area sidewalks to have a contractor submit pricing for necessary repair/replacement.

New Business

-The board reviewed draft rules for the Common Area, discussion was table until the June meeting.
-An estimate was reviewed to have the last mailbox flipped to face the street (Separation Canyon near House Rock Trail). All board members in attendance were in favor of having the work done.
-A proposal from Grounds Maintenance to clean up and trim ladder fuels in the common area behind Big Valley Road was reviewed. All board members in attendance were in favor of the proposal with a cost not to exceed \$1,150.

-Discussion took place about the two island backflows and if they will need to be activated again. All board members in attendance were in favor of having them permanently removed and if they can be sold, to do so. The water accounts will be closed with the City of Flagstaff.
-Discussion took place about photos from enforcement inspections. The board agreed that refuse containers that can be stored behind a fence should be, if a basketball hoop is laying down on the side of a home, that is acceptable unless/until a complaint is received.

Complaint Form/Homeowner letters

-A complaint form was reviewed regarding outdoor open burning. A letter will be sent to the home who was allegedly burning, reminding them that it is not allowed and future instances may result in a violation. A response will also be sent to the owner who complained.
-Various letters from owners were reviewed. The board directed SREM on appropriate responses.

Next Meeting Date

The next meeting will be held on May 10, 2017 at 4pm at SREM.

Meeting Adjournment & Executive Session

A motion was made, seconded, and approved to adjourn the open meeting and enter executive session. The meeting adjourned at 5:31p.m.

Respectfully submitted,
Sterling Real Estate Management

Approved by the Board of Directors

	Secretary	5-10-17
Officer	Title	Date