

**Ponderosa Trails HOA
Board of Directors Meeting**

June 21, 2018 at 4:00pm
323 S. River Run Road Ste. 1
Flagstaff, AZ

Minutes

Call meeting to order

The meeting was called to order at 4:04 p.m. A quorum was established with the following board members present (P) and absent (A)

P A

- Scot Raab, President
- Bill Menard, Vice Pres.
- Bryan Burton, Secretary

Also Present:

- Katy Kuhns, Community Manager

P A

- Cathy Fine, Board Member
- Nicholas Hanley, Board Member

Member comment period

None.

Review meeting minutes

The minutes from the May 17, 2018 Board of Directors meeting were reviewed. Mr. Menard made a motion to approve the minutes as submitted; Mr. Raab seconded the motion, and all board members in attendance approved.

Old Business

-Discussion took place about the "Be Prepared" meeting held with the Fire Department and Police Department. Only three board members from five HOAs attended (two from PTHOA). The Board would like SREM to look into scheduling a community meeting in July at the City Park with both the Fire Department and Police Department.

-The Board reviewed update emails regarding the trail project and set a deadline date for Speedie & Associates, of June 29th to receive the Geotech report. SREM will request a Quality Control testing estimate from Western Technologies and have Speedie & Associates update their bid based on the Geotech report and omission of concrete testing.

-SREM reported that the two questionable trees in Tract II have been removed.

New Business

-The Contract Agreement from Mountain School to use the gymnasium for meetings was reviewed. All board members in attendance approved the agreement.

-Brief discussion took place about the requirement set by a previous board, for the AC to go through color training. The Board agreed that this AC did not need training as they all are experienced Committee Members.

-Proposed revisions to the Exterior Coatings section of the AC Rules [suggested by the AC] were reviewed by the board. Mr. Raab made a motion to approve the proposed changes. Ms. Fine seconded the motion and all board members in attendance approved.

-Discussion about amending the CC&Rs was tabled until after the Board reviewed the legal opinion from the Association's attorney.

Violations

-Discussion took place about the outstanding violations from 2016/2017. The Board agreed that if an "Alteration without Approval" violation is such that the AC would approve the change made, SREM is to close the violation. Further discussion took place about the outstanding property/home maintenance violations. Mr. Burton made a motion to send an Action Level Three letter to any owners with an open violation that began in 2016/2017, the owner must submit an approvable application within 15 days, if not, the Board will review the file at the July

meeting for possible attorney action. Mr. Raab seconded the motion and all board members in attendance approved.

-Individual photos of possible violations were reviewed. The Board discussed and came to agreements on what enforcement action the Association will take. SREM was given specific direction on some violations and general direction on the following: Any grass lawn must be maintained and watered, if not the owner needs to submit a request to alter the landscaping to remove the grass; if an owner desires to have vegetation growing in graveled areas, they must designate the area as a planting are and receive AC approval; pine seedlings may not grow freely, owners need to submit to the AC requesting specific trees to remain; the homes on Travertine backing Wild West Trail (WWT) need to submit and receive approval for the parkway landscaping on their back property line along WWT, either designate planted landscaping and maintain it, or receive approval to weed cloth and gravel the area, the parkways may not grow freely and just be cut. Various photos of weeds and cheat grass growing in graveled areas were reviewed, the Board was in full agreement to send notices to remove any growth.

Homeowner letters/complaint forms

-Letters from homeowners were reviewed. The Board directed SREM on the Association's response.

-Mr. Menard brought up placing signage on the walking trails notifying the users that motorized vehicles are prohibited, this includes bikes with motors, razars, and even toy cars. The Board agreed that this topic will be placed on the July meeting agenda.

Next Meeting Date

The next meeting will be held July 19th at 4pm at SREM.

Meeting Adjournment & Executive Session

A motion was made, seconded, and approved to adjourn the meeting and enter executive session per A.R.S. 33-1804(A)1. The open meeting adjourned at 6:23p.m.

Respectfully submitted,
Sterling Real Estate Management

Approved by the Board of Directors

	<i>PTAHOA President</i>	<i>7/19/18</i>
Officer	Title	Date