

**Ponderosa Trails HOA  
Board of Directors Meeting**

August 16, 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 4:00 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
- Vacant, Board Member

Member comment period

No members present

Review meeting minutes

-The minutes from the July 19, 2018 Board of Directors meeting were reviewed. Mr. Burton made a motion to approve the minutes as submitted; Mr. Menard seconded the motion, and all board members in attendance approved.

-The executive session minutes from the July 19, 2018 Board of Directors meeting were reviewed. Mr. Burton made a motion to approve the minutes as submitted; Mr. Raab seconded the motion, and all board members in attendance approved.

Old Business

-Discussion about possibly amending the CC&Rs was tabled until the interested group of homeowners attend a board meeting to discuss.

-Discussion took place about the next steps in the High Country Trail (HCT) walking path reconstruction. The Board will meet via a phone conference on Monday August 27<sup>th</sup> at 4pm to discuss the bids received.

-All board members in attendance were in favor to have the landscapers weed whack 2' off of either side of the trail and blow the trimmings off to the side, since the trail will be under construction soon the seed heads do not have to be raked and bagged.

-A section of the fence along the HCT walking path had fallen and the landscapers had temporarily propped it up. Mr. Burton volunteered to stabilize it with some rebar and metal straps.

-Discussion took place about placing stickers, on the walking path signs that state "no motorized vehicles". The stickers will quote the city code and statute relating to the matter. All board members in attendance approved an allowance of up to \$200 to purchase the stickers.

New Business

-The annual meeting notices and agenda was discussed. Mr. Hanley had just resigned from the board; his position is now vacant and will be up for election at the annual meeting. Ms. Fine's position will also be up for election at the annual meeting. The two positions will be staggered per Bylaw section 3.2. Mr. Raab made a motion to approved Resolution 2018-05 to suspend all voting rights of those who are delinquent or in violation of the CC&Rs at the time of the annual meeting. Mr. Menard seconded the motion and all board members in attendance approved.

-The board approved two guest speakers for the annual meeting, one being the Flagstaff Fire Department to discuss making properties Firewire®, the second is a group presenting information on the four City of Flagstaff sales tax and property tax propositions up for vote in November.

-Discussion took place about three proposed Bylaw amendments to possibility be voted on at the annual meeting. After review and discussion, all board members in attendance were in favor of proposing amendments to the membership to vote on, Bylaw section to be voted on are as follows: Section 2.4 and 3.1 as drafted and amended and Section 3.2 as drafted and proposed.  
-The draft newsletter was reviewed, and minor changes made. It will be mailed with the annual meeting notice.

Homeowner letters/complaint forms

-Two emails received from owners were reviewed. The Board directed SREM on if/how to respond.

Violations

-The violation report was reviewed.  
-The Board reviewed seven files that were at Action Step #3 in the violation process. The Board directed SREM on sending specific files to the attorney upon the expiration of the correction period [if not corrected] and the remaining files will be reviewed at the September meeting for further direction.

Next Meeting Date

The next meeting will be held on September 20<sup>th</sup> at 4pm at SREM.

Meeting Adjournment & Executive Session

A motion was made, seconded, and approved to adjourn the meeting, the meeting adjourned at 5:45p.m.

Respectfully submitted,  
Sterling Real Estate Management

Approved by the Board of Directors

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Officer Title Date

10-17-18