

Ponderosa Trails HOA
Board of Directors Meeting
November 19, 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 4:03 p.m. A quorum was established with the following board members present (P) and absent (A)

P	A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Scot Raab, President
<input type="checkbox"/>	<input type="checkbox"/>	Vacant, Vice Pres.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bryan Burton, Secretary

P	A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cathy Fine, Board Member - arrived at 4:15pm
<input type="checkbox"/>	<input type="checkbox"/>	Vacant, Board Member

Also Present:

<input checked="" type="checkbox"/>	Katy Kuhns, Community Manager
<input checked="" type="checkbox"/>	Paul Stevens, Owner, lot 79, left at executive session
<input checked="" type="checkbox"/>	Ryan Thomas, owner, lot 476, left at 4:38pm
<input checked="" type="checkbox"/>	Phil Goldblatt, owner, lot 23, left at 4:44pm

Member comment period

-Mr. Thomas and Mr. Stevens were present to discuss their interest in serving on the board. The Board asked questions of the two individuals and talked about their availability to commit to board duties.

-Mr. Goldblatt was present to discuss the proposed apartment complex on High Country Trail.

Review meeting minutes

The minutes from the October 17, 2018 open and executive session board of directors meetings and 2018 annual meeting were reviewed. Mr. Raab made a motion to approve the minutes as submitted; Mr. Burton seconded the motion, and all board members in attendance approved.

Board Vacancies and Committee Appointment

-Discussion took place about filling the board vacancies, the Board agreed to wait and fill the vacancies after all interested members were able to talk to the board directly or submit a board interest statement. If the board is in full agreement, a decision may be made via email and affirmed at the January board meeting.

-The Committees will remain the same until the new *full* board is in place.

Old Business

-The Board reviewed invoices for both LP Excavating and Peak Engineering. Mr. Raab made a motion to approve payment of the LP Excavating progress invoice in the amount of \$130,412.35, Mr. Burton seconded the motion and all board members in attendance approved. Regarding LPs final invoice of the 10% retention, and the final invoice for Peak Engineering, Mr. Burton made a motion to authorize SREM to pay the final 10% retention to LP once Peak Engineering has signed off on the last Speedie and Associates (S&A) reports and to pay Peak Engineering their final invoice amount once the progress logs are received [to include the three areas of question to be reviewed next year], and after their review of the final S&A reports. Mr. Raab seconded the motion and all board members in attendance approved.

-Bylaw Resolution 2018-01 outlining the recent approval of three bylaw amendments was reviewed. Mr. Burton made a motion to approve the Resolution and make it a permanent record of the association. Mr. Raab seconded the motion and all board members in attendance approved.

-Discussion took place about the upcoming fence work project. The Board will walk the trail with Alamo fence on 11/27, an email will be sent to the membership and the City (Martin Ince with the FUTS program) letting them know the trail will be closed for fence work.

-In follow up to discussion with Mr. Goldblatt regarding the proposed new development, the Board agreed to put a one question survey together to poll the neighborhood on their thoughts

of the zoning change. A letter will be drafted to be presented to the City and possibly incorporate the results of the survey.

Homeowner letters/complaint forms

-Homeowner letters were reviewed, the Board directed SREM on how to respond. No complainant forms were received/reviewed.

New Business

-A tree had fallen in the Tract II common area, all board members in attendance were in favor of having Morning Dew Landscaping remove the tree for \$315.

-The annual assessment mailing is being sent out, all board members were in favor of ordering 2019 bulk trash schedule magnets to be included in the mailing.

-Discussion took place about possible CC&R amendments. Board members will review the CC&Rs and come to the next meeting with thoughts on areas they feel should be looked at for possible revisions.

-Brief discussion took place about the management contract, it is set to expire in April 2019. The Board will begin looking at their bid proposal process.

Next Meeting Date

The next meeting was set for January 17, 2019 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)2. The open meeting adjourned at 6:20p.m.

Respectfully submitted,
Sterling Real Estate Management

Approved by the Board of Directors

 1/17/19

Officer Title Date