

**Ponderosa Trails HOA
Board of Directors Meeting**

March 6, 2019 at 4:30pm
323 S. River Run Road Ste. 1
Flagstaff, AZ

Minutes

Call meeting to order

The meeting was called to order at 4:36 p.m. A quorum was established with the following board members present (P) and absent (A)

P A
 Scot Raab, President
 Bryan Burton, Vice Pres.
 Cathy Fine, Secretary

P A
 Paul Stevens, Board Member
 Ryan Thomas, Board Member

Also Present:

Katy Kuhns, Community Manager

Member comment period

No members present

Review meeting minutes

The minutes from the February 6, 2019, open and executive session Board of Directors meetings were reviewed. Mr. Burton made a motion to approve the minutes as submitted; Ms. Fine seconded the motion, and all board members in attendance approved.

Old Business

- The Board reviewed the final invoice from Speedie and Associates for the fence construction verification. Mr. Raab made a motion to approve the invoice, Mr. Stevens seconded the motion and all board members in attendance approved.
- Draft revisions were made to the Enforcement Policy, further revisions will be made for review.
- The Board reviewed and discussed the provisions of the CC&Rs it would like to move forward with amending. Mr. Raab made a motion to have attorney, Mr. Shaw, move forward with drafting the amendments if it will cost less than \$2,500, Mr. Burton seconded the motion and all board members in attendance were in favor.
- The Board reviewed the draft letter to the City of Flagstaff Zoning Committee regarding Aura Flagstaff. The last sentence will be removed, and all board members were in favor of sending the letter.

New Business

-Mr. Burton updated the board that the City was having discussion on what it constitutes as a "motor vehicle" when specifically talking about its trail systems. Once the City makes a decision, Mr. Burton will bring the information to the board for further discussion on how to apply the City's policy to the Association's trails.

Homeowner letters/complaint forms

- Homeowner letters were reviewed, SREM was given direction on how to respond.
- A complaint form was reviewed; all board members were in favor of sending the next Action Step letter.
- Late fee appeal letters were reviewed. All board members were in favor of waiving the late fees as requested.
 - All board members agreed that SREM is to waive any late fees that are appealed if the owner has electronic confirmation that the payment was submitted on January 16th or earlier, and to waive any appealed late fees if the post mark on the envelope is the January 16th or earlier.

Next Meeting Date

The next meeting is scheduled for April 3, 2019 at SREM.

Meeting Adjournment

The open meeting adjourned at 6:10p.m.

Approved by the Board of Directors

Officer

Title

Date