



**PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.**

Canton Administration Building

November 12, 2024

Zoom Meeting

**6:00 p.m.**

**Members Present:** Greg Hohenberger, Canton Township, Robert Aitken, Fairway Pines, Kevin Whitaker, Pheasant View, Carl Yoder, Fairways

**Members Absent:** None

**Others Present:** Mike Sheppard, Manager, Deborah Dooley, Secretary, Charles Larocque, Canton Township

**I. Call to Order**

Mr. Hohenberger called the meeting to order at 6:02 pm.

- a. Approval of Agenda  
Motion by Yoder, supported by Whitaker, to approve the agenda as presented.  
Motion carried unanimously.
- b. Approval of October 22, 2024 PRRMA minutes.  
Motion by Aitken, supported by Yoder to approve the October 22, 2024 PRRMA Minutes as presented. Motion carried unanimously.

**II. Financial Activity Review**

- a. 2024 Budget  
Mr. Sheppard stated the revenue interest is \$13,302 for this year.  
  
He stated expenses is \$295,000 sidewalk repair on Cherry Hill  
\$25,400 Spalding DeDecker  
\$204,000 output  
\$306,000 intake
- b. Cash Flow Analysis  
Mr. Sheppard stated the PASER update, and sidewalk repairs cost estimate is \$522,000.

**III. Old Business**

- a. Spalding DeDecker Roadway, Sidewalks and Curbs Project  
Mr. Sheppard prepared a guestimate of all cost for roadway repairs in Pheasant View, Fairway Pines, Fairway and Summit Parkway, Curb repairs for the above four, as well as sidewalk repairs for the above four. The total recommended construction project totals \$3 million.

Mr. Hohenberger stated the concrete in Fairway Pines has a condition called ASR causing the concrete to deteriorate. There was an additive added to the concrete causing these issues. Other subs were not affected. He stated entire curbs need to be replaced. Mr. Yoder stated this condition began on Canton Center going west.

Mr. Hohenberger stated, referring to the ratings, Summit Parkway was the lowest of all ratings. He stated the goal agreed upon the Board was to maintain a rating of 50 on the PASER rating.

Mr. Hohenberger met with Mr. Larocque and Mr. Sheppard and discussed a plan, finalizing Summit Parkway, sidewalks in all subdivisions and the entryway designated for repairs next year. He stated curbs are not the driving surface nor a trip hazard and used only to direct water into the storm drains. Mr. Yoder stated they are cracked but there are no holes.

Mr. Hohenberger stated if the large projects are completed in 2025, we can begin allocating funds to begin curbs in 2026. Mr. Sheppard stated if we allocated \$530,000-\$535,000 we would end the year at \$88,481 and if we increased dues, it would bring it to \$123,000.

Mr. Hohenberger stated his proposal is to increase the dues by 10% and leave the increase in the reserve account and leave the operating cost where it remains. Mr. Sheppard provided a chart for all amounts with no increase, with 10% increase in 2025 and a 10% increase in 2026. Mr. Yoder stated if we add the increase to the reserve with the end of year rolled over in 2024 to 2025 plus the increase we would end with approximately \$800,000 and have \$600,000 to use in 2025, leaving \$200,000 in the reserve.

Mr. Aitken inquired if we had no increase what projects would not get done. Mr. Sheppard stated we would prioritize Summit Parkway, curbs and all the sidewalks and maybe the Beck Road entry. He stated with no increase PRRMA could end the year with \$88,000. He stated you can only increase dues by 10% each year. Mr. Hohenberger stated a few years ago our auditors recommended we keep at least \$110,000-\$220,000 in the reserve. The \$88,000 would not let us plan any substantial project the following year.

Mr. Aitken stated his concern if we keep pushing the curbs back in Fairway Pines, every year additional roadway work becomes a priority and nothing on the curbs will be completed. He stated he would like to get some started in 2025. Mr. Sheppard stated they did consider that proposal, however Summit

Parkway has been put back in the past and now has become a priority, as well as the approach to Beck Road. Mr. Hohenberger stated we are also including 100% of the sidewalks in all three HOA's. He stated the roads on Summit Parkway, \$450,000, Curbs on Summit Parkway \$60,000, sidewalks in entire PRRMA area \$150,000 and Beck Road entrance, and engineering. Totaling \$675,000 in 2025.

Mr. Hohenberger stated there are some challenges in removing curbs while not replacing the roadway. He stated you have to cut out a foot of roadway from the curb area to replace the curb. Mr. Aitken stated it is fair to replace the curbs in Fairway Pines when the roadway is repaired. Mr. Hohenberger stated depending on the contractor it is a little more expensive to replace the curb and not cut out the asphalt. It would make sense to replace the curbs on any roadway that is being repaired at the same time. Mr. Laroque stated he would replace the curb then replace the asphalt at the same time.

Mr. Hohenberger stated we could possibly do \$150,000 in curbs in 2026 with no increase. He stated we have the option to make a 0-10% increase.

Mr. Hohenberger stated after speaking to Mr. Sheppard and Mr. Laroque that we complete the brown sections of Summit Parkway and curbs for those areas, sidewalks in all subdivisions and the Beck Road entrance in 2025. He stated setting aside \$150,000-\$200,000 in 2026 to replace the curbs in all the subdivisions. He also suggested using the 10% increase in the reserve only. He stated this will allow us to repair some of the brown sections of roads that will become in worse shape in future years. Mr. Hohenberger stated it is approximately \$75 per foot to repair curbs, each section of curb is 10 feet, approximately \$750 per section. Mr. Yoder stated Fairway Pines has 400 curb sections to replace. Mr. Hohenberger stated we have never had Spalding DeDecker review curbs before. Mr. Whitaker stated we need to have Spalding DeDecker review curbs in the future. Mr. Hohenberger stated our assessment with Spalding DeDecker went from \$5,000 to \$25,000 to include roadways, sidewalks and curbs. He stated we may not want to have curbs assessed every year, maybe every 4 years in the future.

Mr. Hohenberger stated board members can go back to their HOA's and discuss and then come back to vote. Keeping in mind we need to approve the budget for 2025 in December. It was decided to defer to next month for a vote.

Mr. Hohenberger stated it was decided to vote in December for the 2025 Budget to address the Summit Parkway (brown sections) roadway and curb repairs, all sidewalks in the three subdivisions and the Beck Road entrance which will leave \$150,000-\$200,000 remaining in the reserve at the end of 2025. Any built-in contingency will be carried forward to 2026.

Mr. Sheppard stated he will PDF all the information he has shared with the

members to discuss with their HOA's.

#### IV. New Business

- a. 2025 Budget  
See above.
- b. 2025 Dues  
The proposal is to increase the dues for 2025 by 10% with the entire increase applied to the reserve. All members want to discuss with their HOA first and come back to the December meeting to vote.

Mr. Sheppard stated the light at Merion and Glengarry has been fixed. The electrical problem was located.

- c. Next Meeting Date  
The next meeting date is Tuesday, December 10, 2024.  
Mr. Hohenberger stated we will finalize the 2025 Budget, and all projects projected for 2025. This will allow PRRMA to obtain bids for projects to begin in the spring of 2025.

#### V. Adjournment

Motion by Yoder, supported by Aitken to adjourn the meeting at 6:51 pm. Motion carried unanimously.

#### Future Agenda Items:

Tree Trimming