



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

February 17, 2026

Microsoft Teams Meeting

6:00 p.m.

Members Present: Carrie Thomas, Canton Township, Charles Larocque, Canton Township, Robert Aitken, Fairway Pines, Kevin Whitaker, Pheasant View, Carl Yoder, Fairways

Members Absent: None

Others Present: Mike Sheppard, Manager, Deborah Dooley, Secretary

I. Call to Order

Mr. Larocque called the meeting to order at 6:05 pm.

- a. Approval of Agenda
Motion by Aitken, supported by Whitaker, to approve the agenda as presented. Motion carried unanimously.
- b. Approval of January 13, 2026 PRRMA minutes.
Motion by Yoder, supported by Aitken to approve the January 13, 2026 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

- a. 2026 Budget
Mr. Sheppard stated PRRMA officially declared a budget in December for 2026. He stated at that time the construction projects were unknown.

Mr. Sheppard stated that there was not much going on in January, including bank interest at approximately \$200. He stated that the invoices for the associations will be mailed the end of this week, as well as the invoice to Canton Township for the total amount for the year.

- b. Cash Flow Analysis
Mr. Sheppard stated insurance invoice received. Not much to go over for January, 2026.

Mr. Sheppard stated Rotundo has invoiced PRRMA and paid for the total amount of work that was included in 2025. He stated that the remaining project work that was not completed in 2025 will be included in the 2026 Budget.

Mr. Larocque and Mr. Sheppard met to go over the work carry-over from 2025. He also stated the projected work that will be done on Glengarry and others to assist in approving the budget for 2026 for construction projects.

III. Old Business

a. Revised 2026 Budget for Pavement Repairs for 2026

Mr. Sheppard stated he sent all board members the updated maps including Glengarry. He stated he ask Spalding DeDecker to keep the budget around the \$500,000 range.

Fairway Pines Glengarry Blvd. Work	\$278,300.00
Fairways Glengarry Blvd. Work	\$ 18,500.00
Fairway Pines Pinehurst Work	\$ 43,350.00
Fairways Inverness Work	\$ 51,600.00
Fairways Sandalwood CT Work	\$ 18,250.00
Engineering Cost (approximate)	\$ 20,000.00
Construction Contingency	\$ 75,000.00
Sidewalk Repairs	\$ 21,100.00
Total	\$526,500.00

Mr. Sheppard stated the cash flow reserve at the end of 2026 into 2027 will be approximately \$112,539.54. Mr. Whitaker inquired whether the curb work for Fairway Pines and Fairways is included where the projected work will be done. Mr. Sheppard stated yes, during the projected work, they will do the curbs. Mr. Larocque stated we are expecting the curb work (where needed) to be done when road work is being done. Mr. Sheppard stated that Country Club can be done in 2027.

Mr. Sheppard stated that Miscellaneous & Upkeep includes grass cutting and fall cleanup, fertilizing, mulch, trimming and insecticide. Also, the upkeep of the monuments, etc. and any other repairs that may come up throughout the year. Mr. Larocque inquired if PRRMA does snow removal. Mr. Sheppard stated PRRMA does not do snow removal.

Mr. Aitken stated Highlands and Muirfield is very ragged. He stated that if there was extra money he would like to revisit those areas. Mr. Larocque stated he can add that into the bid individually and either add or delete. Mr. Aitken also asks for pothole filling. Mr. Sheppard stated Danjo did pothole filling last year.

Motion by Yoder, supported by Whitaker to increase the budget not to exceed \$623,068.69 for 2026. Motion carried unanimously.

Mr. Sheppard stated he will contact Spalding DeDecker to get a bid package ready for release as soon as possible.

Mr. Whitaker stated he would like Rotundo to finish the sidewalk project. Mr. Larocque stated he has reached out to Rotundo for this to be a priority and complete before the roadwork begins.

IV. New Business

- a. Approval of Preliminary Construction Plans for 2026
Discussion above.

- b. 2026 Landscaping

Mr. Sheppard stated he went back to Oakley for the upcoming year to pay in advance. He stated they are giving PRRMA a 2.5% discount to pay upfront by March 15, 2026 for \$27,872.00.

Motion by Whitaker, supported by Yoder to approve Oakley to do the 2026 Landscaping to pay in advance for \$27,872.00. Motion carried unanimously.

- c. Next Meeting Date

The next meeting will be on Tuesday, March 10, 2026 at 6:00 pm.

V. Adjournment

Motion by Larocque, supported by Whitaker to adjourn the meeting at 6:33 pm. Motion carried unanimously.

Future Agenda Items:

Tree Trimming