



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

March 10, 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 6:03 pm.

- a. Approval of Agenda
Motion by Yoder, supported by Whitaker, to approve the agenda as presented.
Motion carried unanimously.
- b. Approval of the February 17, 2026 PRRMA minutes.
Motion by Whitaker, supported by Yoder, to approve the February 17, 2026 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

- a. 2026 Budget
Mr. Sheppard stated not much activity in January and February. He stated PRRMA received interest (\$202.22) in bank statement. He stated utilities were paid along with insurance, administration fees, and management fees.
- b. Cash Flow Analysis
Mr. Sheppard stated those amounts were included in the cash flow. He discussed future cost anticipated.

Mr. Whitaker stated he pays workman's compensation within his HOA and after the audit, they receive money back. Mr. Sheppard stated yes, PRRMA pays into workers' compensation and after the audit, PRRMA may get money back.

III. Old Business

a. Spalding DeDecker Bid Update

Mr. Sheppard stated he has received no update from Spalding DeDecker on the design work. He stated they are working on this presently. Spalding DeDecker will complete the bid proposal and return to PRRMA for our review.

b. Sidewalk Project Completion Update

Mr. Larocque stated he spoke with Rotundo, and restoration will begin next week, providing it is not overly wet. He stated there is a 50% chance that it will happen. Mr. Larocque stated the county must raise frost laws per MDOT to allow cement work to be completed.

Mr. Whitaker inquired if Rotundo would come out and backfill the trenches and repair any irrigation issues. Mr. Larocque stated there have been no issues with Rotundo coming back to do any repairs in the past. He does not anticipate any this year. He stated they will be back to finish the sidewalks and can make any repairs at that time. He stated as weather permits construction will begin.

Mr. Sheppard stated he believes roadwork can begin before Liberty Fest. Mr. Larocque stated as soon as the bid package is completed and we collaborate with the contractor for pricing, work can begin. Mr. Whitaker stated the brown areas on the maps will be completed this year. Mr. Sheppard stated yes, those were discussed with Spalding DeDecker and are on the budget and cashflow analysis.

Mr. Whitaker stated he has issues with pedestrian crossing in two areas of his subdivision need the striping repainted after Summit Parkway was repaved last year. Those areas are Southwyck entrance, off Summit Parkway, and Crowndale, closer to Beck Road, at a stop sign, presently there are no crosswalk markings. He stated a pedestrian was almost hit by a motorist who ran the stop sign. He would like striping painted there also. Mr. Larocque stated this is PRRMA's responsibility and he can add to the bid to have the contractor add those striping's. Mr. Whitaker stated he will send the map of where those areas are located. Mr. Sheppard stated Danjo did striping last year.

IV. New Business

a. Next Meeting Date

The next meeting date is Tuesday, April 14, 2026 at 6:00 pm.

V. Adjournment

Motion by Yoder, supported by Whitaker, to adjourn the meeting at 6:20 pm. Motion carried unanimously.

Future Agenda Items:

Tree Trimming