



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

Canton Administration Building

October 14, 2025

Microsoft Teams Meeting

**6:00 p.m.**

**Members Present:** 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**

Yoder made a motion, seconded by Aitken, to call the meeting to order at 6:05 pm.

Motion carried unanimously.

**a. Approval of Agenda**

Motion by Yoder, supported by Aitken, to approve the agenda as presented.

Motion carried unanimously.

**b. Approval of September 9, 2025 PRRMA minutes.**

Motion by Yoder, supported by Whitaker, to approve the September 9, 2025 PRRMA Minutes as presented. Motion carried unanimously.

**II. Financial Activity Review**

**a. 2025 Budget**

Mr. Sheppard stated all dues were submitted for the third quarter. He stated the expenses as of September 9, 2025 were \$477,298.96 and revenue is \$328,896.57. He stated Nagle was paid for the Summit Parkway Road repair, and Beck Road entrance. He stated some items were over budget and some under budget.

Mr. Whitaker inquired about the expense, Accounting/Audit Fees/Administration Costs being over budget. Mr. Sheppard stated that budgeted account was under budgeted and will keep this in mind for the proposed budget for 2026.

Mr. Aitken inquired if Spalding DeDecker gave PRRMA an engineering cost

estimate. Mr. Sheppard stated yes, they did, however, they came in at a lower cost.

b. Cash Flow Analysis

Mr. Sheppard stated sidewalk repair is budgeted for \$150,000. Cherry Hill sidewalk repair estimate from engineering is \$42,926.40. Insurance monthly payments are due for \$240 per month. There are a couple additional interest payments from the bank. He stated that the fourth quarter HOA dues will be arriving soon. Mr. Sheppard stated it looks like we will have \$230,000 to begin the year 2026.

III. Old Business

a. Rotundo Update

Mr. Larocque stated Rotundo will be moving into PRRMA by the end of October for sidewalks. He stated they indicated they will get done as much as they can, if not all, before the temperature falls below 40 degrees. Mr. Yoder inquired if all the markings have been completed by Spalding DeDecker. Mr. Sheppard stated he believes they are complete. Mr. Whitaker stated he has had notices from homeowners regarding pooling areas that have not been marked. Mr. Sheppard stated he needs addresses to those flags so he can pass them on to Spalding DeDecker for marking. Mr. Aitken stated he saw additional areas that need to be marked. Mr. Whitaker and Mr. Aitken will get complete addresses to Mr. Sheppard.

Mr. Whitaker stated most all residents have had their irrigation systems winterized. He inquired how will those be managed that might be damaged during the sidewalk repair process. Mr. Sheppard stated we will hire a company to go out in the spring to replace any damaged irrigation systems. Mr. Whitaker stated he suggested to his homeowners to go out and flag the heads near the cement flags to be replaced.

Mr. Larocque stated he will check on a firm date with Rotundo to begin sidewalk repairs.

Mr. Whitaker stated a member of his HOA feels that PRRMA is in violation of the Open Meetings Act. He stated he would like this investigation and that PRRMA is doing all we can to advise everyone of the PRRMA meetings. Mr. Sheppard stated we are a non-profit organization and not receiving government funds. He stated we set our meetings and those are up on the web site. He stated the meeting minutes are also displayed on the web site. Mr. Larocque stated we need to figure out our obligations.

Mr. Yoder inquired about the lights on Cherry Hill and Country Club Lane are still not working. Mr. Sheppard stated he will get the electrician back out to get them fixed.

IV. New Business

a. Next Meeting Date

The next meeting date is Tuesday, November 18, 2025 at 6:00 pm.

V. Adjournment

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

Future Agenda Items:

Tree Trimming