

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
August 21, 2008
5:30 p.m.

I. A regular meeting of the Pheasant Run Road Maintenance Association, Inc. Board of Directors was held at the Administration Building, Leisure Services Conference Room on Thursday, August 21, 2008.

Members Present: Ann Conklin, Canton Township, , Craig Stephens, Fairways, Tom Casari, Canton Township, Mark Waldbauer, Pheasant View

Members Absent: Laura Gitre, Fairway Pines

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Canton Township, Joe Maltese, Fairway Pines

Ann Conklin called the meeting to order at 5:40 p.m.

II. Approval of Meeting Minutes:

A. May 12, 2008 minutes tabled.

B. June 11, 2008 minutes tabled.

C. July 14, 2008 minutes tabled.

III. Financial Activity Review:

A. Tim Kljun presented the financial reports as of July 2008, consisting of:

- Balance Sheet
- Reserve Account (Asset) Activity
- State of Income and Expense Aged Receivable
- Aged Payables
- Narrative for July 2008
- Updated Maintenance and Repair Detail (accumulative totals)

Mr. Kljun stated everyone should have received the closing July 31, 2008 financial documents electronically. Mr. Kljun stated it is also the year end FY 2007/2008 closing documents.

Mr. Kljun distributed a summary of year end 2007/2008 performance.

Mr. Kljun stated the cash balance in the checking account as of August 1, 2008 is \$2,421.09. Accounts Receivable is \$76,032.66. Replacement Reserve Account (CD's and longer term investments) without Fidelity Hi-Perf Checking is \$349,267.51. Fidelity Hi-Perf Checking is \$83,058.86 (anticipation in spending). Accounts Payable is \$1,419.70 (insurance cost). Ms. Conklin added if we add those it equals just under \$510,000.

Performance to Budget

Total Income was budgeted at \$245,085 and collected 218,194.65. Mr. Kljun stated the Board decided to reduce the amount of income requirement toward the end of the year and the appropriate invoices were sent out to reflect. Ms. Conklin stated she and Mr. Kljun disagrees on the way that is presented. Ms. Conklin stated she doesn't think PRRMA chose to, she thinks we readjusted the budget so that it was accurate. PRRMA put in what was allocated for dollars; the reserve was supposed to be lower than what it was. Mr. Stephens inquired if the income included the money in escrow from Fairway Pines. Mr. Kljun stated Fairway Pines escrowed money is not included and that amount is shown in accounts receivable. Mr. Stephens inquired if the total income budget should be higher. Ms. Conklin stated yes. Mr. Kljun stated total income budget is what was assessed; actual is what has been collected. Mr. Kljun stated had Fairway Pines paid you would add \$33,675.91 to the actual in total income. Mr. Stephens stated if he takes the actual of \$218,194.65 and add the \$26,890.00 which we all agreed we would not collect, and we have Fairway Pines contribution to that, we would in excess of the budget. Mr. Waldbauer stated he prefers the way it is presented because actual is actual. Mr. Stephens stated he is fine with actual, but wonders why the budget did not reflect Fairway Pines contribution. Mr. Kljun stated keep in mind this is the first year we switched fiscal years, so fundamentally you have seven months of 2008 and five months of 2007, there is somewhat of an overlap. Mr. Kljun stated what will allow us to make appropriate comparisons will be next July.

Mr. Kljun stated the earned interest was budgeted at \$15, 880 and we actually received \$21,462 and over budget. Mr. Kljun stated our total expenses was budgeted at \$200,897 and actual was \$187,002.40 and under budget.

Mr. Kljun stated budgeted amount for dues payments was under due to shift in the fiscal year. Mr. Kljun stated administration expenses was budgeted at \$26,297.000 and actual was \$40,457.43 and over budget. Mr. Kljun stated Canton operations (operations that Canton pays for) was budgeted at \$30,500.00 and actual was \$22,786.00 and under budget. Mr. Kljun stated he will send each member a colored copy of this 2007-2008 Fiscal Year Performance. Ms. Conklin stated it is important to look at this is we budgeted differently than we normally would have this year. Ms. Conklin stated in her opinion she feels the budget was wrong to begin with in regards to the dues payments for the subdivisions.

Mr. Maltese inquired if Mr. Kljun had any document that reflected the escrow for the previous year that would have rolled over into these numbers. Ms. Conklin stated \$76,032.66 is the escrow for Fairway Pines dues. Mr. Maltese stated it will be difficult for him to agree to this, and if Ms. Gitre doesn't have a problem with it. Mr. Kljun stated there is not an approval process.

Ms. Conklin stated the final budget was emailed to all members. Mr. Kljun stated everyone should have received their invoices for the first quarter; they were mailed on August 4, 2008.

Ms. Conklin stated Canton pays all at once and Canton pays in January. Mr. Kljun stated that will be reflected in the accounts receivable in the financial documents. Mr. Waldbauer stated Canton's payment will be received in the third quarter. Mr. Kljun stated that payment will be reflected in all of the cash flow documents. Ms. Conklin stated Canton understands that all members' allocations may change after the September meeting when it is discussed.

B. 2008-2009 Proposed Budget

IV. Unfinished Business

A. 2008 Road Repairs

Mr. Kljun presented a document listing all the bid analysis that was sent out. Mr. Kljun stated the bid evaluation list the five bidders that were requested to provide bids for the 2008 roadway repairs. The listed bidders were Best Asphalt, Inc., T&M Asphalt Paving, Inc., S & J Asphalt Paving Company, Midwest Pavement Contracting, Inc. and Jeffery Company. At the deadline responses Jeffery Company did not submit a bid. Each bidder was required to submit a lump sum bid and breakout from the lump sum the amount associated with each section: Summit Parkway, Glengarry Blvd., Fairway Pines, Fairways, Pheasant View and crack filling. Glengarry Blvd. goes through both Fairways and Fairway Pines, the number is a total all inclusive number which Mr. Kljun will later break out and allocate certain amounts to Fairways and Fairway Pines based on the station numbers that exist along Glengarry.

Mr. Kljun stated the low bidder is Midwest Pavement Contracting, Inc., Milford, Michigan. The records indicate that in the year 2000 PRRMA had contracted with Midwest Pavement Contracting, Inc. to do some crack sealing. Mr. Kljun stated the work was done satisfactorily and was paid in the year 2000. Midwest Pavement Contracting, Inc., bid was \$171,040.90. Mr. Kljun stated he has personally spoken with Midwest and is assured they have the complete scope of the bid. Mr. Kljun stated Midwest didn't specifically mention in their bid proposal the 46 catch basins to be pointed and the traffic control signage. Mr. Kljun stated he called Midwest on the phone and inquired if the 46 catch basins and the traffic control signage were included in the bid and Midwest responded back in written form that these items were included in the bid. Ms. Conklin stated in driving through two or three areas were discussed to do some seal coating to extend the life of the road. Ms. Conklin inquired if we know the price of seal coating those areas in addition. Mr. Kljun stated that is not included in this bid and will be a separate price. Mr. Maltese stated he brought bids to seal coat his entire subdivision (Fairway Pines). Mr. Maltese distributed copies for everyone. Mr. Kljun stated he had recorded three locations for seal coating: Fountain View, Glengarry and Oakland Court, and Inverness.

Mr. Maltese stated the two quotes, he has for two coats, which is recommended, for latex modified cold tar with silica sand added @ 460,000 square feet is \$20,000. Mr. Casari stated that \$0.0435 per square foot. Mr. Maltese stated he noticed this was discussed in previous meetings. Mr. Maltese stated we don't have the money to spend on something that is cosmetic. Mr. Maltese stated his Board has done their due diligence with this, and found Woodwind Sub, Palmer Gardens, and others and they are finding the benefit of seal coating. Mr. Maltese stated Mr. Zilincik has now agreed there is some benefit to this. Mr. Casari stated Mr. Zilincik has never disagreed that there weren't benefits to seal coating. Mr. Maltese stated professionals stated asphalt starts off soft and exposed to sun and winters and the chemicals harden and dry and has no flexibility. Mr. Maltese stated when it freezes and the sun shines on it the asphalt cracks easier. Mr. Maltese stated the seal coat replaces the chemicals in the asphalt and maintain a much longer life. Mr. Maltese stated this is to seal and protect your investment. Mr. Maltese stated in speaking with the professionals they indicated our roads are in pretty good shape considering there has been no sealant applied.

Ms. Conklin inquired if sealant was applied on some of the listed repairs would any of those costs not be necessary. Mr. Casari stated he would say no, the cost would remain. Mr. Casari stated there is a cosmetic issue to having a sealant applied, but generally what it does is seal the surfaces, cracks still need to be crack filled. Depending on the width of the crack the sealant will not seal the crack. Mr. Casari stated alligatoring can have the sealant applied and it will make it look better; however it won't give it any structural integrity and prevent any continuation of deterioration. It is cheaper and has some benefits. Mr. Casari stated it will give one good year and possibly an ok second year and will start to wear off. Mr. Casari stated the pavement that is grainy this is a good application because it allows no water to lift stones and will prolong the life. Mr. Maltese stated the crack filling came to about \$2,000 in Fairway Pines. Mr. Maltese stated Fairway Pines is recommending we have a crack fill program for all the roads in all the subs. Mr. Maltese stated mill and resurface is scheduled to be done on Summit Parkway. Mr. Kljun stated there is no mill and resurface scheduled in Fairway Pines. Ms. Conklin stated we will still have to do the patches. Ms. Conklin stated what she is hearing Mr. Casari say is that we need to still do all the road repairs scheduled and when we are done go in and seal to prolong. Mr. Casari stated Glengarry in Fairway Pines is still in good shape. If the Board would like to take a look and see what kind of life cycle we might get with sealing. Mr. Casari stated when we seal, put the date down and monitor, how long did it last and based on this initial one the Board may decide to do others. Mr. Maltese stated he does not think we can vote on this yet, we need to obtain a cost first and keep as a consideration. Mr. Stephens stated likes the idea of doing an experiment on the streets that are the most suitable. Ms. Conklin stated the issue she has with an experiment, if it going to prolong the life for a couple of years and we wait a couple of year, then we are not prolonging the life as long as we could have.

Ms. Conklin stated Canton Sports Center was done a couple of years ago and it is awful, because it was in too bad a shape when it was sealed. Maybe going to

selective areas and pick out the best roads. Mr. Casari stated if a road is to be milled and resurfaced, do that this year and wait a year to seal. Mr. Kljun stated there is a large part of Summit Parkway that was mill and resurfaced in 2006, this might be a candidate for testing. Ms. Conklin again stated she is not for experimenting, anything that be done now to prolong the life is what she is in favor of. Mr. Stephens seconded that thought. Mr. Maltese stated on the lightly traveled roads we need to do something like seal coat is something we need to be doing to extend the life of the roads. Ms. Conklin stated a couple of years ago the Board got an opinion on seal coating and they indicated it was not the smartest thing to do. Mr. Casari stated it is not a structural fix. Ms. Conklin stated she does believe there is some value to the cosmetic seal coat.

Mr. Maltese stated with all the work that has been done in the past some of it has been done for cosmetic value. Mr. Maltese stated his big question is what work needs to get done now and why. Mr. Maltese stated last year PRRMA spent maybe \$100,000 and this year it show us spending \$3,000 this year and we may spend \$100,000 on repairs. Mr. Maltese stated we maybe running out of money in 7 or 8 years and we cannot collect it fast enough. Mr. Maltese stated he read somewhere in the minutes that Mr. Stephens stated we cannot afford to do cosmetic things. Mr. Maltese stated he has to believe seal coating has more benefits. Mr. Stephens stated he would not agree to seal coat if he felt it would be just for cosmetic value. The information proves it is more than cosmetic. Mr. Stephens stated it maybe hard to prove, but are we going to be taking \$30,000 worth of work of mill and resurfaces out in subsequent years, it maybe worth a try. Ms. Conklin stated she understand Mr. Maltese is referring to the reserve study; but we have also indicated that is just a guide and we have a 10 year rolling plan based on the PASER and it is trying to prevent some of the long term damage and repair the roads earlier. Ms. Conklin stated PRRMA's intent was never to follow either one of the reserve studies, it was one tool PRRMA was using as we, moved forward. Mr. Stephens stated what the Board should do is go through and find out what roads are expected to be mill and resurfaced next year. Mr. Casari stated he would not do anything that has extensive cracking or alligatoring in it. Mr. Casari stated Glengarry is in pretty good shape and would be a good candidate on both sides to seal coat. Mr. Casari stated seal coat will make the roads look good the first year, but not so good the second year and he wants to make sure the residents understand that.

Ms. Conklin stated when we did the drive through were there any areas specific areas that residents had some concerns about that were not being done. Mr. Waldbauer stated when he went through with Mr. Zilincik they added some crack sealing and patching. Mr. Waldbauer stated the entry asphalt flags into Pheasant View off Beck Road is completely asphalt where the other subs have concrete flags. Mr. Waldbauer stated Mr. Zilincik stated this is Wayne County easements and the Counties responsibility to maintain. Mr. Waldbauer stated there are 3 ½ inch pot holes in this asphalt and starting to become bad is a seam meeting the entry taper. Ms. Conklin will call the County; however Mr. Casari stated the County will not do anything. Mr. Stephens inquired if PRRMA could fix these potholes. Mr. Casari stated yes,

PRRMA could fix the pot holes and the contractor would have to apply for a permit through the County. Mr. Waldbauer stated other than these potholes he and Mr. Porter are very pleased with the proposed fixes in Pheasant View.

Mr. Maltese inquired what reason do we have for replacing the catch basins. Mr. Kljun stated we are not replacing the catch basins we are reset and repointed if they are in the curb. Mr. Stephens stated there is brick work that is falling out and needs repaired. Mr. Casari stated they take motor and tuck point so water cannot find it's way readily in. This will be an on-going process unless we dig those structures up and install a very expensive seal device around it. Mr. Kljun stated the catch basins are included in the pavement and concrete price. Mr. Kljun stated Fairway Pines has 16 proposed locations where catch basins will required repair, Pheasant View there are 23 locations and Fairways there are 4, Glengarry there is 1 location and along Summit Parkway there are two locations. Mr. Maltese inquired if these catch basins are a necessity to repair. Mr. Maltese wonders if we can get more time out of these catch basins. Mr. Maltese stated he would have no problem with no repairs to catch basins in Fairway Pines. Mr. Casari stated most of it involved curb work. Mr. Casari stated if it involves driveway entrances the homeowner will notice the bumps getting into their driveway. Mr. Casari stated Mr. Zilincik stated if the gutter pan is involved and it affects the flow of water that is a priority. Mr. Kljun stated none of the catch basin repairs were without curb repairs. Mr. Casari stated the curb replacement would be the costly portion of the repair. Mr. Casari stated Mr. Zilincik made these repairs a priority if it affected the drive entrance or affecting the flow of water. Mr. Stephens stated if we don't fix the catch basins we are endanger of losing the edge of the road. Mr. Stephens stated if we are trying to save some money, he would rather skip some pot hole repairs and do the catch basins. Mr. Maltese stated he saw some markings that he didn't agree with where there was a catch basin and curb and he didn't see the need for repair there. Mr. Maltese stated are we doing these repairs because of complaints from homeowners and is this a want or a need. Mr. Maltese stated he doesn't believe we should replace some of the curbs unless it is a hazard of some kind. Mr. Kljun stated another issue is the impeding of water flow down the curb to the catch basin and lead to further deterioration and an ice condition during the winter which could be a hazard. Mr. Kljun stated that is the criteria being used to mark these areas.

Mr. Waldbauer stated Mr. Zilincik showed him areas where tuck pointing would be necessary and where a few feet away it is affecting the sidewalk.

Mr. Maltese stated the mill and resurface on Summit Parkway, this is a significant cost in his opinion and asphalt patching would cost much less and extend those roads for another year or two. Mr. Maltese stated it appears we are doing these repairs for cosmetic reasons. Mr. Maltese stated Mr. Zilincik stated the cost to mill and resurface is really cheaper than asphalt patching, but he believes it is not. Mr. Maltese stated the repairs are 160 linear feet at \$1.00 vs. if you did the asphalt patching in the areas that are needed at \$5.00 a square foot, it might coast \$200 or \$300. Ms. Conklin stated this area is between the Summit and the golf course. Mr.

Kljun stated for Summit Parkway there is 12,320 square feet that will be mill and resurfaced. Mr. Kljun stated based on the quotations that is \$1.10 per square foot. Mr. Casari stated that is about 770 lineal feet for a total of \$19,432 is the bid for Summit Parkway North and South and that includes some patching. Mr. Casari stated there were longitudinal cracks about every 6 inches going most of that way. Mr. Casari stated if we are going to remove and replace this you would end up with maybe 3-3.5 feet left on each side of it and cut the middle right out. If you look at the price per square foot for remove and replace it would be at least in that particular example it would be 9 feet x length and leaving roughly 7 feet in place you are almost 4 times more expensive. It would be more costly to remove that than mill and resurface. Mr. Stephens stated if the mill and resurface is cheaper do that, if you can get away with just one patch then do that. Mr. Casari stated this area didn't look like it had something structural going on.

Mr. Kljun stated the decision for what is patched and what is mill and resurfaced is made by Mr. Zilincik and used his engineering judgment. Ms. Conklin stated we have used someone with an engineering background for at least 5 years. Mr. Kljun stated prior to 2006 PRRMA did not do mill and resurface. Mr. Waldbauer inquired if anyone had any problems with the markings on Summit Parkway or any of the three subs. Ms. Conklin stated she felt everyone agreed with the markings. Mr. Kljun stated there are two areas on the southbound side which is the east about station 13 and 25. Mr. Kljun stated one area on the northbound side or west at station 28. Ms. Conklin stated the only question is a couple areas on Summit Parkway. Mr. Stephens stated the PASER rating for Eastborn is fairly low #3. It is clear it will need a couple of sections mill and resurfaced this year, and is probably true more sections mill and resurfaced next year. Mr. Waldbauer stated not only do we spend it now, but we might spend more later at a higher price per square foot. It is all about preserving what we have. *Mr. Casari stated you are better off spending your money on the smaller fixes to bring more of the area up to an acceptable standard, then waiting till the area gets in a great state of disrepair and have to spend a lot more money on it. Mr. Casari stated your money goes further this way and is the principal of the PASER method.* (Amended October 2, 2008) Mr. Maltese stated let's define worse. Mr. Maltese stated there are some nasty roads, like Sheldon and we are no where near that bad. Mr. Casari stated Wayne County roads are in horrible condition. Mr. Casari stated the Township is spending a million dollars this year on Wayne County primary roads using the PASER rating just like we did for PRRMA to bring those roads up to a level of a 7 or 8. Mr. Maltese stated he disagrees with the amount of money being spent when we may be able to get another year or two.

Ms. Conklin stated Mr. Maltese has an issue with curbs. Mr. Maltese stated a curb repair is a want and not a need. Mr. Maltese stated unless it is a hazard of some kind he doesn't see the need to replace the curbs and is just cosmetic. Ms. Conklin inquired of the road repairs that Mr. Maltese is concerned about, is there anything other than Summit Parkway that you are concerned about. Mr. Maltese stated no and would like to talk about the catch basins.

Ms. Conklin stated the first thing to decide how and if we will proceed with the bids submitted. Mr. Stephens stated given we have had a good experience with Midwest before, and they are the lowest bid we should go with Midwest. Mr. Kljun stated there is no reason for him to deny them, in 2000 they performed satisfactory. Mr. Maltese stated if they don't we will have to hold them to it. Mr. Kljun stated Mr. Zilincik saw the list of contractors and raised no objection.

Mr. Kljun stated in 2000 when Midwest did the repairs they did grind out the cracks and blow the area out and applied the asphalt. Mr. Maltese stated S & J did crack filling by grinding out and the tar is then filled in and spread over the hole and overband. Mr. Maltese stated it looked like a superior way of filling cracks.

Mr. Kljun stated Midwest Pavement Company as two options: 1. rout clean and fill, wider than 1 inch, clean loose debris. 2. Clean, blow with compressed air and overband ½ inch wide and ¼ inch deep. Mr. Kljun stated the budgeted amount for road repairs was \$131,620. The bid was higher than budgeted amount. Mr. Stephens stated PRRMA indicated the amount of money we collected each year for the next few years, is unlikely to equal the amount of money going out. Mr. Stephens stated we have the reserve money and expect to be spending it over the next few years while we are increasing dues so we can afford all the repairs.

Mr. Kljun distributed a cash flow analysis. Mr. Kljun stated PRRMA's current cash effective now is \$136,512.61 of which \$76,000 is Fairway Pines, \$58,000 is in the High Performance Checking above our minimum \$25,000 requirement and Community Bank of Dearborn we have \$2,421.09 in checking. Mr. Kljun stated the association dues which are expected to come through August he is anticipating an additional \$32,000 in dues coming in. In November additional \$32,000 in dues coming in. PRRMA currently has in Money Market Reserves in Ann Arbor Commerce Bank, Community Bank and University Bank in the amount of \$57,112.18 which is above the minimum requirement. The maturing CD's in August is none, in September approximately \$52,000 in October, November and December none. The grand total of all cash is \$234,004.02. The anticipated cost through December, which include roadway repairs assuming we complete our work at \$171,000 and paid this year, \$219,701.00. The availability of cash at this time is \$14,303.02 through the end of December 2008. This does mean we deplete \$101,000 out of the reserve. Mr. Kljun stated we have sufficient money to continue doing business, but we will deplete some of the reserve money. Ms. Conklin stated that is what the reserve money is for. Mr. Stephens stated looking at this means we cannot afford much seal coating this year. Ms. Conklin stated unless we use the reserve for seal coating. Mr. Stephens stated he assumes the reserve money is not accessible it is all locked up in CD's. Mr. Kljun stated it is all accessible, if he pulls the money out of CD's sooner, the interest will be affected. Mr. Kljun stated he should wait until it matures and then take the money out.

Mr. Maltese stated he doesn't understand why all these road repairs have to be done this year. Ms. Conklin stated we provided them with a lot more direction this year

and indicated only do those repairs at a certain level on the PASER system. Ms. Conklin stated last year we had everything included.

Motion by Stephens, supported by Waldbauer to contract Midwest Pavement Company for a sum not to exceed \$171,040.90 to do the road repairs and quantities as specified with the additional work that was noted. Roll call vote: Ayes: Conklin, Casari, Waldbauer, Stephens Nays: Maltese Motion carried.

Mr. Kljun stated last year we paid the site inspector \$5,000. Quotes are due in Monday from three bidders; Mannix Smith, Wade Trim and TPC. Ms. Conklin stated once she gets the bids on Monday she will send an email and vote email for the site inspections. Mr. Kljun stated his guess is it will be in the range of \$7,500. Mr. Kljun stated the increase will be due to more work this year than last year. Mr. Stephens stated he will cast his vote now on the lowest bid.

Mr. Stephens inquired if all the companies bidding do seal coating. Mr. Casari stated S&J does seal coating. Mr. Stephens stated should we go to Midwest and inquired their cost. Ms. Conklin stated we should indicate the areas we don't want done. Mr. Maltese stated the contractor could make his recommendations. Mr. Casari stated he feels PRRMA would be better off with the guidance from himself and Mr. Zilincik. Mr. Stephens and Mr. Casari stated they would feel better using Mr. Zilincik than the contractor. Mr. Maltese stated we could at least ask the contractor and have someone else review it. Mr. Casari stated we could do another drive with everyone and Mr. Zilincik. Mr. Maltese stated he feels that Fairway Pines should have seal coating 100% on their roads and they all qualify. Ms. Conklin stated she feels the drive through is what should be done with Mr. Zilincik. All members felt Mr. Zilincik is well qualified and everyone does not need to go on the drive through. Mr. Kljun stated he would accompany Mr. Zilincik and take a blank PASER map and mark. Ms. Conklin stated we are doing all but exceptions that will be mill and resurfaced this year and possibly next year.

Mr. Waldbauer inquired if the majority of cart crossing still stamped concrete with the exception of one or two asphalt and should those be looked at for seal coating. Mr. Stephens indicate there is nothing wrong with their cart crossings.

Ms. Conklin stated on the drive through it was noticed that there is grass in the cracks, are we budgeted for weed killer applications. Mr. Kljun stated yes, weed killer applications is budgeted. Mr. Kljun stated he called the low bidder, Oakley, and selected the last time and inquired if he would continue to apply at the same price per application as he did in 2006. Mr. Kljun stated Oakley confirmed today that he would at \$1,200 per application for all three subs and Summit Parkway along the seam between the concrete and asphalt. Mr. Stephens stated we should have done this about two months ago. Mr. Maltese stated he has encouraged his sub to keep up on weed killer applications to keep under control. Mr. Maltese stated he feels it might be too late this year. Mr. Kljun stated in 2006 we did two applications, early

April and late September. Ms. Conklin stated we discussed this last year and the decision was made not to do it.

Motion by Stephens, supported by Waldbauer to have one application of week killer by Oakley for \$1,200 in September. Motion carried unanimously.

Mr. Stephens stated this item should be placed on the agenda for each April and September every year. Mr. Waldbauer stated it might be appropriate to put it on the agenda at the same time we discuss street sweeping. Mr. Kljun stated this is already on our timing schedule.

B. Sidewalk Repairs

Mr. Kljun stated Mr. Zilincik has identified some sidewalks for repair, but only in two subdivisions and has not completed the work in Fairway Pines. Mr. Kljun stated for the major repairs that would be required we would go directly to the contractor that is used for sidewalk repair that is used by Canton. Mr. Kljun stated if we consider the cash flow we have minimal amount of money. Ms. Conklin stated unless we go to the reserve. Mr. Stephens stated the reserve study does not account for sidewalks. Mr. Stephens stated Fairways has approximately \$20,000 for sidewalks. Mr. Waldbauer stated Pheasant View has \$7,800. Ms. Conklin stated this discussion which was tabled on whose responsibility is the sidewalks. Mr. Stephens stated we discussed sidewalks in our last homeowners meeting and the things they liked about PRRMA repairing the sidewalks is that a guaranteed standard throughout the subdivision, and access to the Canton rate. Ms. Conklin stated sidewalk repair was complete bid. Mr. Waldbauer stated it also came up in his meeting and the repairs would be done to Canton's ordinance. Mr. Stephens stated his board would be happy to leave the sidewalks to PRRMA. Mr. Waldbauer agreed. Mr. Stephens stated sidewalk repair would be done by PRRMA and taken out of annual dues from the subdivisions. Mr. Stephens stated there was a debate of mudjacking sunken pavements and would save about \$20 per slab. Mr. Stephens stated out of the \$20,000 it would save \$800. Mr. Stephens inquired who will be sued if there is a slip and fall. Ms. Conklin stated they would sue PRRMA. Mr. Stephens stated does our insurance policy cover the subdivision if someone trips and falls. Mr. Kljun stated yes, it does. Mr. Kljun stated we have liability insurance coverage.

Mr. Waldbauer stated we have some separation in the sidewalks that are well over two inches. Mr. Stephens stated we should ask Mr. Zilincik to survey Fairway Pines. Mr. Waldbauer and Mr. Maltese stated some in their subs could wait for repair. Mr. Casari stated Mr. Zilincik marked the sidewalks according to Canton's ordinance. Mr. Casari stated Canton's ordinance does apply to the three subs. Mr. Casari stated the chain of liability is PRRMA and the homeowner. Canton's ordinance is a consistent standard used statewide for all sidewalks. Mr. Maltese stated some homeowners have repaired their sidewalks already. Mr. Maltese stated they may come back to PRRMA for reimbursement. Mr. Casari stated if it is not feasible to do it this year, if PRRMA is going to do it PRRMA should follow the Canton ordinance and may be difficult to get it done this year. Ms. Conklin stated we could wait till

next year, except for the sidewalks that pose an immediate hazard. Mr. Stephens suggested have Mr. Zilincik finish Fairway Pines and complete everything that is marked red and leave green till next year. Mr. Maltese inquired if the outside perimeter, Beck Road, Canton Center and Cherry Hill will be included also. Mr. Casari stated the way the ordinance reads if you take a typical subdivision the residents are responsible for those sidewalks within the subdivision but if you back to a main road you are not responsible and Canton would undertake with their Sidewalk Program. Mr. Casari stated Canton will not be to this area quite yet. If someone calls and complains Canton would address it.

Mr. Stephens stated Mr. Zilincik did an outstanding job applying the ordinance to the sidewalk markings. Mr. Stephens stated PRRMA should be responsible for doing the sidewalk survey in the future and take a conservative view on the cracks. Mr. Casari stated the PRRMA Board might come up with different criteria that are more relaxed. Mr. Stephens stated we might take pictures to define our criteria. Mr. Casari stated besides the safety issue you are trying to minimize your exposure. Mr. Casari stated this does not necessarily have to be done every year. Ms. Conklin stated we will add this to our April agenda.

Motion by Walbauer, supported by Stephens that PRRMA takes care of safety hazards regarding the sidewalks marked in red now and revisit the rest of the markings in 2009 and PRRMA will use Canton contractors and the cost is to follow those bids. In April 2009 PRRMA will reevaluate the entire sidewalk program. Motion carried unanimously.

V. New Business

A. October Meeting

Ms. Conklin stated she would like a date set for everyone to be present to discuss percentages and renaming PRRMA to the Road Repair. Mr. Stephens stated no, name the reserve fund to Road Repair. Mr. Stephens stated put all the road repair funds together into one. Mr. Stephens stated we have a little in the general budget and the reserve. Mr. Stephens stated the reserve is just for road repairs. Mr. Kljun stated the analysis has been in the past that we have separate accounts for maintenance on an annual basis because all of the money that we were collecting for reserves was put into reserves and we never touched that money. Ms. Conklin stated the reserve is for road repairs. Mr. Stephens stated we collect money for repairing the roads and we don't distinguish between it is annual maintenance or for the future years. Mr. Kljun stated it is a change in the budget format and won't be a change in the dollars. Mr. Stephens stated this can wait, he feels we might need the entire next meeting to discuss the percentages.

Mr. Maltese stated for the record the allocated percentages and the issues with Summit Parkway by Fairway Pines, and discussion about having a traffic study to determine the allocation of percentages. Mr. Maltese stated Ms. Conklin stated until we can prove that traffic is actually coming from Canton the numbers do not mean anything. Mr. Maltese stated he believes he can prove that traffic is Canton's and it

based on the following: monitoring the parking lot of the Summit and the golf course and at 7:00 p.m. and counted 300 cars in the golf course, 290 cars at the Summit and 24 in the park. This represented over 500 cars. Mr. Maltese stated in figuring that the morning after the evening traffic has a cycle, vehicles in and out. Mr. Maltese stated he believes these parking lots roll over 3 or 4 times. Mr. Maltese stated he can calculate that over 1,000 cars are using those facilities and that is a very significant number. Mr. Maltese stated he wants the other associations to think about this as well.

The September meeting is Thursday October 2, 2008 at 5:30 p.m.

Mr. Stephens stated the temporary stop sign at Sandlewood and Mornington can be taken down. Mr. Stephens inquired if they could get one of the small low stop signs installed at that intersection. Mr. Kljun stated yes and he will take care of this. Mr. Maltese stated the screws that are being used are short. Mr. Kljun stated there are 4 inch lag bolts holding those signs up.

Mr. Stephens stated on Club Court there is a storm sewer that doesn't go anywhere and every time it rains it fills up and puddles. Mr. Stephens stated he talked about this with Mr. Zilincik and you can see the road around it is in worse shape. Mr. Stephens inquired how that ever got allowed. Mr. Casari stated he doesn't know how it got there. Mr. Stephens inquired if the subdivision has any recourse to go back on the builder for this. Mr. Casari stated he doesn't know if the building put it in. Mr. Casari stated he thinks this one has been cut in and added by somebody because of a drainage problem there. Mr. Kljun stated there was a cost incurred in 2000 for putting in a drywell. Mr. Casari stated it will have to be removed and the pavement adjusted to drain properly or a pipe connected. Mr. Stephens stated he is not keen on hooking up to a sewer because he thinks that would be expensive. Mr. Casari inquired if PRRMA is milling and resurfacing that cul de sac. Mr. Stephens stated yes. Mr. Casari stated someone needs to shoot the grades around that structure is the problem a dip in the pavement that can be rectified by milling and resurfacing and building the asphalt up so it drains off to the side of the road or is the problem the front end of the cul de sac curb and all is dipped down, and maybe remove some of the curb and recurb. Mr. Casari stated we could remove the catch basin. Mr. Kljun stated the contractor could do the repairs. Mr. Casari stated he could send Charles out and we could do it and not a big job.

Mr. Stephens stated a lot of little things like the stop sign and if we had an open issues list that we could list, date, resolution, some kind of history. Mr. Kljun stated we have that already and needs to be filled in for work that is in progress.

Mr. Maltese stated the Pheasant View signs are still down on the entrance. Mr. Kljun stated they are working on it now. Mr. Maltese stated on the south side the wall has large boulder broken off. Mr. Kljun stated all of the entry monuments in Fairway Pines, north, south and center, will all be repaired, repointed, missing stones replaced and sign will be reinstalled and has been approved and working on it now.

Mr. Kljun stated he needs everyone's help, the status of the signs throughout the subdivisions that are damaged. Could each subdivision take it upon themselves to make a list of all signs that need repair and then get a quote for all and then repaint them all. Ms. Conklin stated if everyone could get their list to Mr. Kljun.

Mr. Stephens stated he has suggested in the past to place boulders around the base of signs and if vehicles hit the boulders it would damage their vehicles. Mr. Casari stated then the owners could sue PRRMA. Mr. Stephens stated there are boulders on the side of Summit Parkway. Ms. Conklin stated they are on the easement. Ms. Conklin stated she will make sure they are on Canton's property.

VI. Adjournment

Motion by Waldbauer, supported by Stephens to adjourn at 7:59 p.m. Motion carried unanimously.