

**UNIT OWNERS ASSOCIATION OF
PHEASANT RIDGE CONDOMINIUMS
BOARD OF DIRECTORS MEETING
August 18, 2026
Building 1, 4th Floor Office**

10:01 AM CALL TO ORDER

ROLL CALL

President Tommy Sink, Vice President Ann Jamison Secretary Alice Summers, Director Martha Nordt, Treasurer John Burrows, Director Nancy Eberling, and Director Cathy Winston were present. Chrissy Greene with Hall Associates was also present. Owners Shirley Sullivan, Larry Hill, Babs Porter, and Randy Stewart were also present.

QUORUM

A Quorum was present with all board members in attendance at call to order.

MINUTES

A motion was made (Nordt) and seconded (Summers) to waive the reading of the minutes from 06/16/26 organizational meeting minutes and accept them as written. Motion passed unanimously.

COMMITTEE REPORTS

LANDSCAPE COMMITTEE – no report.

SOCIAL COMMITTEE – unfortunately, the 4th of July picnic was canceled outside but was moved inside. The Labor Day picnic is scheduled for September 7th at 1 PM. There is a social event at Lydia's Italian Kitchen scheduled for tomorrow, as well.

FINANCIAL – Treasurer Burrows reported that the Operating Account as of 07/31/26 was \$103,062.60. The new Operating Reserve Account balance is \$13,476.79. The Capital Account balance as of 07/31/26 was \$326,437.83. This is the cash balance and does not reflect the CD's. The Capital Reserve account balance with total assets, including the CD's, is \$403,414.09. Total combined assets are \$498,074.68. A motion was made (Jamison) and seconded (Sink) to accept the financials through 07/31/26. Motion passed unanimously.

BUSINESS

General/ All Buildings

Reminder of website – <https://www.pheasantridgecondos.info/>

Elevator information – the tentative schedule for the mechanical modernization on the building 2 elevator is mid-November. The next deposit will be for the electrician. The board paid the expedited fee

so that the anticipated maximum time the elevator will be out of service for the modernization would be 7 consecutive days, possibly less.

Dryer vent cleaning – this has been completed and is in the process of being invoiced. President Sink asked management to inquire how the 4th floor vents were cleaned from the outside, since the vents are on the roof and the board is not aware of anyone accessing the roof. Otherwise, they did an excellent job.

All trash rooms were pressure washed.

All awnings were pressure washed. One was damaged but will be repaired at the contractor's expense.

All emergency/exit lights were checked and replaced, as needed.

A motion was made (Summers) and seconded (Eberling) to restate for record the approval of the renewal of the contract with Premier Building Services. Motion passed unanimously.

A motion was made (Sink) and seconded (Summers) to table the deck painting project until Spring. This will be revisited in Spring to determine how to properly prep and get the layers of paint off so that it does not peel. Motion passed unanimously.

A motion was made (Sink) and seconded (Summers) to approve the replacement of the gauges and air maintenance device at a cost of \$6,475 with Summit Fire and Security. Motion passed unanimously.

Building 1

There is still a light out at the circle. This is an AEP light that Assistant Manager King reported previously. She will be asked to follow up.

Building 2

The awning was damaged during the pressure washing. Management is to withhold payment until the repair is made. The tear is at the seam, so they are hopeful it can be sewed back together. There was a power outage. The elevator would not restore. They came out for overtime service, but the elevator went down again after a second power outage. TKE did not come out after they were called. Management and President Sink contacted a supervisor at TKE and the technician was sent out at no labor cost to the association.

Building 3

Randy Stewart reported that the first-floor HVAC unit was still not working. A proposal was sent from Comfort Services for replacement of the 5-ton HVAC unit. A motion was made (Sink) and seconded (Jamison) to approve the estimate of \$14,525 for the new 5 ton HVAC unit. Motion passed unanimously. The emergency light between 107-108 is not working. President Sink responded that he is already working with the electrician.

Cathy Winston reported that there is still an issue with her fire alarm.

Building 4

Martha Nordt reported that the thermostat on the first floor was set at 75 degrees, but the thermostat was 79 degrees. Their unit is less than a year old. This will be called in for service under warranty. She also hears an air conditioning unit from the fourth floor, especially at night. She did not hear this previously. There is a light out in the garage. It is near parking spaces 7-8.

OWNERS FORUM

Babs Porter asked if notice could be given for the elevator modernization, so she can relocate during the time the elevator will be down.

Larry Hill stated that the fourth-floor units always have noise from the rooftop units.

Larry Hill asked why the annual meeting is held at Hunting Hills Country Club. The acoustics are not good.

EXECUTIVE SESSION

A motion was made (Sink) and seconded (Jamison) to go into Executive Session to discuss legal issues, violations and delinquencies. Motion passed unanimously.

After Executive Session, no action was taken.

NEXT MEETING

The next meeting is scheduled for September 15th at building 1, 4th floor, 10 AM.

ADJOURMENT

The meeting was adjourned at 11:01 AM.