

Caldera Springs Owners' Association, Inc.

2023 Annual Meeting





Annual Meeting

- Call Meeting to Order at 10:00 AM
- Welcome and Introductions
- Proof of Notice to the Members of the Annual Meeting
- Establish Quorum of the Membership
- Annual Firewise Presentation- Tom Sidley and Cathy Smith

Caldera Springs is Firewise



Firewise

- Requirement of a Firewise Community is that we provide an annual Firewise review.
- We live in a Montane Climate Zone characterized by drought-resistant Ponderosa and Lodge Pole forests that historically have had frequent and low intensity fires.
- Firewise fuels mitigation measures mimic what would occur in nature naturally – the reduction in flammable floor materials and ladder fuels
- Caldera Springs uses mechanical means to accomplish this while the Forest Service uses both mechanical and controlled burns in adjacent forest to our community



Firewise

- Firewise requirements are both a Deschutes County requirement and a Caldera Springs requirement to reduce the risk of catastrophic fire.
- Wildland fires have been common the last several years in South Deschutes County
- The State Fire Marshall has been directed by the Legislature to identify wildland fire hazards through-out the State and develop a hazards map. Private Property owners will be responsible to insure their property meets basic fuels mitigation standards.
- Compliance is important to obtain Fire Insurance for your home and for Community Property



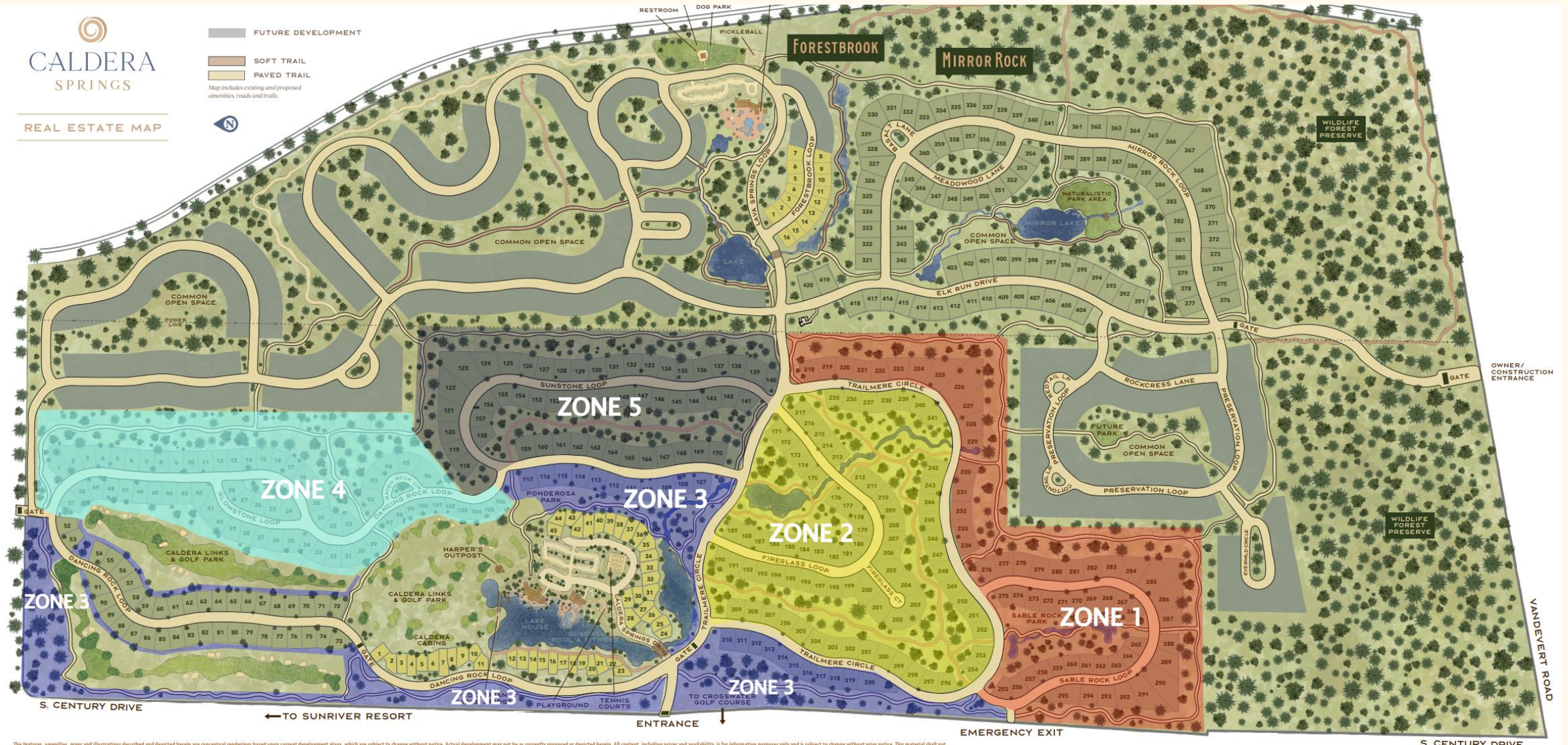
Annual Firewise Assessment

- The assessment should focus on:
 - ■ Vulnerability of homes to ember, surface fire, and crown fire
 - ■ Condition of the structures themselves
 - ■ Immediate hazards within the home ignition zone on individual properties
 - ■ Concerns presented by common/open space areas or adjacent public lands It should also consider factors that impact risk and influence fire behavior or structure ignitability, such as:
 - ■ Structural characteristics (roofing, siding, decks)
 - ■ Vegetation types
 - ■ Slope and aspect (the direction a community faces—north, south, east, or west)
 - ■ Housing density

ASSESSMENT OVERVIEW Features of a community risk assessment include:

- It can be completed in a variety of ways, including a walkthrough or a drive by, and does not require each individual dwelling unit to have a home risk assessment completed prior to the community assessment.
- It should focus on condition of vegetation within the participating site's boundary; general landscaping characteristics; home construction (materials used for roofs, siding, decks, etc.); and relationship of ignition potential of combustible materials on adjacent properties.
- It needs a logical recognized site boundary (HOA, defined neighborhood, street, etc.)

REAL ESTATE MAP



Community Requirements to reduce the chance of a catastrophic fire -Section 4.23 of the Design Guidelines

Each Owner must establish a fire break on their lot. At a minimum, the perimeter of the fire break shall be at least 30 feet from any structure. If a structure is located within 30 feet of a property line, then that edge of the fire break will end at the property line.

- The following are guidelines governing fire breaks:
 - Trees overhanging structures shall be maintained so they are essentially free of dead material.
 - Branches that are located below 6 feet and up to 8 feet above the ground on large existing pines and other highly flammable trees shall be removed.
 - Only the branches from the lower one-third of the tree are required to be removed on smaller pines and other highly flammable trees that are less than 20 feet in height.
 - All trees shall be maintained so they are substantially free of deadwood. Dead branches shall be removed to a minimum height of 10 feet.

Community Requirements to reduce the chance of a catastrophic fire

- No trees or vegetation are allowed within 10 feet of chimney or stove outlets.
- Flammable vegetation (dry grasses and brush) should be completely removed within 3 feet of tree drip lines.
- Roofs, gutters and decks must be maintained so they are essentially free of accumulations of pine needles and other debris from June 1st to October 1st.
- Flammable mulches (bark mulch, wood chips, pine needles, etc.), dry grasses or ground cover are not permitted near structures, unless they are placed adjacent to areas of the structure with non-flammable siding.
- Bitterbrush and Manzanita must be removed completely from within the firebreak and from within the drip lines of all evergreen trees on the lot that are outside the firebreak.



Community requirements to reduce the chance of a catastrophic fire

❖ **The following are guidelines governing wildfire management throughout the lot:**

- Native grasses should be mowed in the late spring and again in the fall. Scattered bunchgrasses are exempt from this requirement.
- Chimneys must be equipped with UL or ICBO-approved spark arresters.
- No outdoor wood-burning fire pits will be allowed
- All exterior vent openings in structures and open spaces under combustible decks (if less than 12 inches clear above the ground) must be shielded with non-combustible, corrosion resistant screening with $\frac{1}{4}$ inch maximum clear openings. The underside of decks constructed of wood and greater than 12 inches above the ground must be kept clear of dead vegetative materials and other highly combustible materials.
- Vegetation on the lot shall be developed and maintained by the Owner in accordance with the requirements of other rules established by the Association for compliance with Firewise standards.
- Firewood must be stored in a fully enclosed structure that may be incorporated into a service yard. No firewood or combustible materials may be stored outside of a fully enclosed six-sided structure.



Community requirements to reduce the chance of a catastrophic fire

❖ The following are guidelines governing fireplaces and fire pits:

- Outdoor wood-burning fireplaces and wood-burning fire pits are prohibited.
- Outdoor gas fireplaces and gas fire pits must be placed inside the Building Envelope.
- Outdoor gas fireplaces and gas fire pits should have combustion chambers that are elevated above grade or surrounded by an elevated noncombustible fire ring.

❖ The following are guidelines governing barbeques:

- Only lidded gas-fired or fully enclosed pellet barbeques are permitted.
- Barbeques should have minimal visual impact on adjacent properties and common areas.
- Barbeque units shall either have a non-reflective finish, be screened by approved architectural or landscape elements or be covered by an approved covering when not in use.



Annual Meeting Agenda (cont'd)

- Approve Annual Meeting Minutes from April 9, 2022
- Approve IRS Resolution 70-604
- Open floor for nominations for the open Board seats-
 - i. Announce Board applications received
 - ii. Call for nominations from the floor
- Reports
 - President's Report- Tom Sidley
 - Vice President's Report-Carol Scherman
 - Owners' Association Management Report-Cathy Smith
 - Treasurer's Financial Report- Randy Smith
 - Environmental & Landscape Committee Report-Caldera Springs Owner and Chair- Jeff Wilson
 - Community Ambassador Committee Report- Caldera Springs Owner and Chair-, Sue Kenney
 - Community Wildlife Habitat Report-Krista Miller
- Open Owner Forum
- Any new Business
- Motion to hold the Meeting open for the purpose of announcing the election results



Annual Meeting Agenda

Reports

President- Tom Sidley

- Introduction
- Community Composition
- Destination Resort Community
- Governance
- CSOA Owned Amenities



Annual Meeting Agenda

Reports

Vice President-Carol Scherman



Annual Meeting Agenda

Reports

Owners' Association Management Report

Cathy Smith

2023 Design Review and Construction Map



2023 Current Design Review

- **Currently Under Construction**
 - 25 in Current Caldera
 - 13 in the Expansion
 - 11 Forest Brook Homes
- **Currently Under Design review**
 - 8 in Current Caldera
 - 14 in the Expansion
- **Remaining Vacant Lots**
 - 23 in Current Caldera



Annual Meeting Agenda

Reports

Treasurer's Financial Report- Randy Smith



Annual Meeting Agenda

Reports

Environmental & Landscape Committee Report

Chair- Jeff Wilson

WOODY DEBRIS CHIPPING/REMOVAL

MONDAY, JUNE 5, 2023 (ONE DAY ONLY)

All owners are allowed to bring woody debris to the edge of their property for chipping by Spring River Tree Service, Inc. This chipping will take place on Monday June 5, 2023. In order to continue providing this service to the community; **THE FOLLOWING REQUIREMENTS MUST BE OBSERVED:**

- Cut tree branches to 8-foot maximum length.
- Stack brush/branches **parallel** with the road edge so equipment can reach debris without going off road.
- Natural woody debris *only* - no construction debris allowed.
- All material goes through a woodchipper.

Pine needles, grasses, and leaves are not to be included.

Owners may dispose of pine needles, grasses, leaves and/or other organic material by taking them to the La Pine Transfer Station on Highway 97 or to the compost site at Lake Penhollow (*both for a fee*).

If you have any questions about any of the work in the community or the chipping project for owners, please let us know



Annual Meeting Agenda

Reports

Community Ambassador Committee Report

Chair- Sue Kenney



Annual Meeting Agenda

Reports

Community Wildlife Habitat Report

Board member-Krista Miller

Discovery Points

Where Land Meets Water

A wetland's unique ecosystem nourishes and supports plants, insects, fish and wildlife—and filters water!



Male and female
American wigeon
(*Mareca americana*)

Waterfowl, including mallards and wigeons, dabble for food in shallow water. A great blue heron silently stalks fish. Red-winged blackbirds perch on cattails and fill the air with their gurgling call.



A scattering of barn swallows (*Hirundo rustica*) sweep over the water, vacuuming up thousands of insects each day. A watchful osprey will plunge into or skim water to catch fish in its strong talons.



Canada geese (*Branta canadensis*) are regular visitors to wetlands, golf courses and parks where they munch grass and stubble.



Osprey
(*Pandion haliaetus*)



Great blue heron
(*Ardea herodias*)



Red-winged blackbird
(*Agelaius phoeniceus*)

Dragonflies

With six legs, enormous eyes and large wings, dragonflies are the fastest flying insects in the world and one of the oldest—evolving some 300 million years ago! They catch and eat their prey while flying.



Dragonflies are an essential part of freshwater ecosystems. Squared in the middle of the food web, they eat populations of smaller insects and are an important food for predators.

Green Practices

As a proud member of Audubon International, the Caldera Links Golf Course incorporates environmental management practices to responsibly care for the land, water and wildlife. These practices include water conservation and habitat preservation while optimizing plant and turf health.



Discovery Points

Birds, Bees and Butterflies

What do they have in common?
They're pollinators! As they feed,
moving from flower to flower, they
distribute pollen.

Chalcedona
Checkerspot
(*Euphydryas
chalcedona*)



Mourning Cloak
(*Nymphalis antiopa*)



Lorquin's Admiral
(*Limenitis lorquini*)



Western Tiger
Swallowtail
(*Papilio rutulus*)



What is pollination? It's the fertilization of plants which, in turn, produce seeds, fruits and the next generation of plants. Over 80 percent of all flowering plants on earth need pollination.

Feisty **rufous hummingbirds** (*Selasphorus rufus*) are migratory, showing up in the spring from their winter home in Mexico. They have dark wings,



An Anna's hummingbird
(*Calypte anna*) will visit up to
2,000 blossoms each day!

rust-colored bodies and ruby throats. The **Anna's hummingbird** is the largest hummer in Oregon at nearly four inches. The male's head feathers can flash a vivid magenta color.

In Central Oregon, there are up to 300 native bee species and over 100 butterfly species. You can help pollinators by planting native flowers (their favorite food). Of particular importance is showy milkweed (*Asclepias speciosa*), an essential food for monarch butterflies. Mirror Rock Park includes many native flowers.



Rufous hummingbirds are
common visitors to gardens
and backyard feeders.



Monarch butterfly (*Danaus
plexippus*) feeding on showy
milkweed.

West Coast Lady
(*Vanessa annabella*)



Discovery Points

House finch
(*Haemorhous mexicanus*)



Frequent Fliers

A flash of color. A rustle of leaves. A snippet of song.
Over 350 bird species visit or live in Central Oregon.
Look up. Look around. What do you see?



Western tanager
(*Piranga ludoviciana*)



Western bluebird
(*Sialia mexicana*)



Mountain chickadee
(*Poecile gambeli*)



Evening grosbeak
(*Coccothraustes vespertinus*)



Black-headed grosbeak
(*Pheucticus melanocephalus*)



Mountain bluebird
(*Sialia currucoides*)



American goldfinch
(*Spinus tristis*)



Spotted towhee
(*Pipilo maculatus*)



Pygmy nuthatch
(*Sitta pygmaea*)



Steller's jay
(*Cyanocitta stelleri*)

Did you know? The Western meadowlark (*Sturnella neglecta*) is the state bird for six states, including Oregon.



Not To Be Overlooked

Small animals play a vital role in the high desert ecosystem. They are expert at spreading seeds. And they are a crucial food source for many larger animals and birds.



The Western gray squirrel (*Sciurus griseus*) is Oregon's largest tree squirrel. It has silvery-gray fur, a white belly and a bushy tail that curves upwards in an S shape. It's listed as a sensitive species.

More commonly seen (and heard) is the chatty Douglas squirrel (*Tamiasciurus douglasii*).



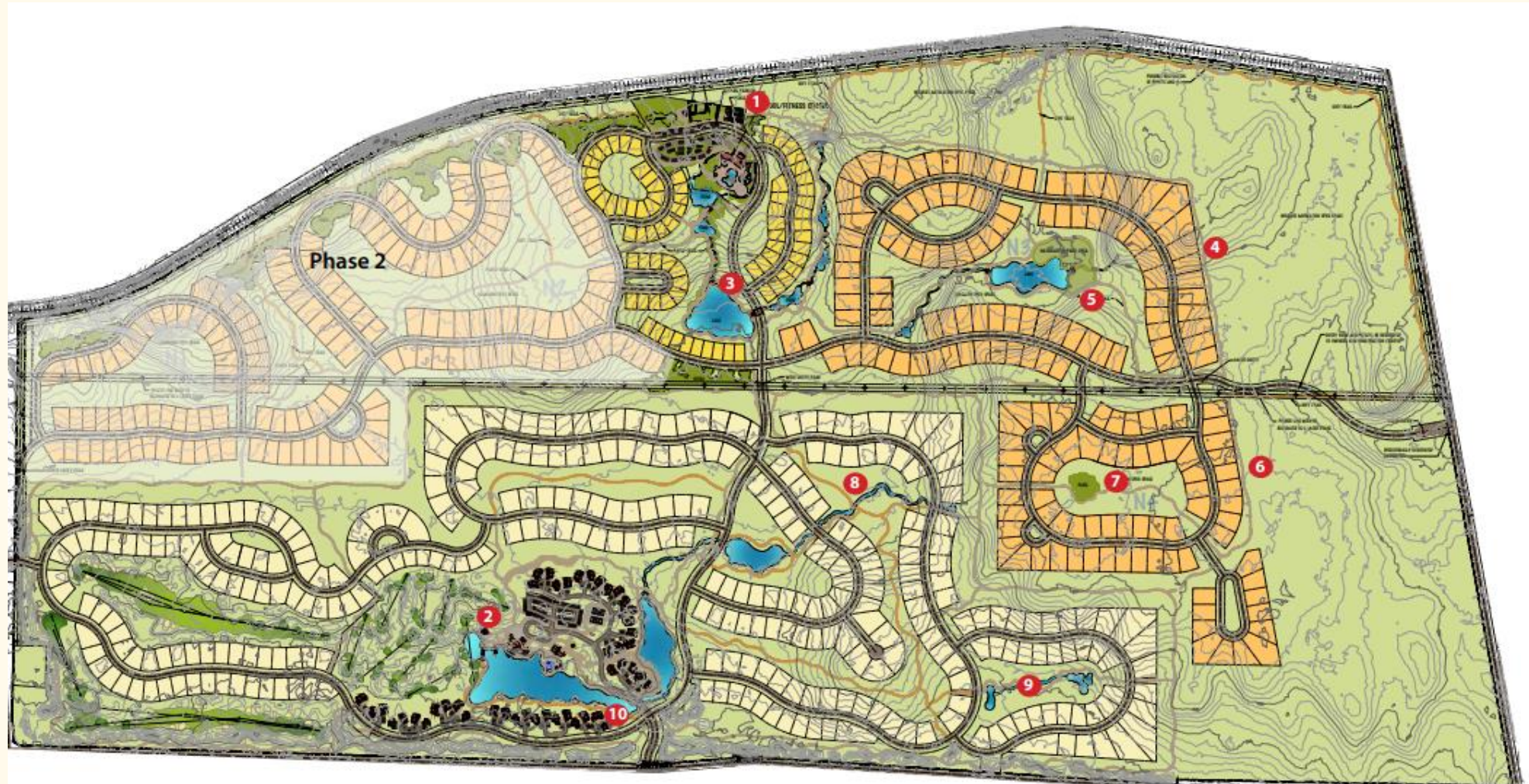
The mountain cottontail (*Sylvilagus nuttallii*) can be seen feeding on



grasses and sagebrush at dawn or dusk. Look for a medium-size rabbit with light grayish-brown fur and that fluffy white tail.



Discovery Points





Thank you to our volunteers!!

Finance Committee members

Randy Smith

Don Larson

Steve Kenney

Community Ambassadors

Sue Kenney

Margie Liening

Trish Oury

Cindi Wilson

Marta Batha

Randy Danto

Environmental and Landscape Committee members

Jeff Wilson

Grant Rosenberg

Stacy Fisher

Chris Baldwin

Carol Berg

Linda Anzellotti





Thank you to our volunteers!!

And my personal thank you to:

Tom Sidley

Carol Scherman

Dan Taylor

Alan Dinger

Krista Miller





Annual Meeting Agenda

 Please join us in the Homestead II Room for lunch.

Lunch is being served.

CSOA 2023 Annual Meeting
April 8, 2023
President's Presentation

Introduction

It has been an incredibly busy and productive year for the Board and the Committees. With significant contributions from the Environmental and Landscape Committee, the Community Ambassador Committee and the Finance Committee, the Owner's Association has accomplished all the goals set out by the Board in early 2022.

These accomplishments include great progress in fire mitigation efforts including thinning and ladder fuels reduction, owner and guest education regarding the CSOA rules, the creation of financial management policies, enhanced budgeting processes and the transition to a new third-party accounting service.

Carol, Cathy, Randy, Jeff and Sue in their reports will discuss these results in more detail and highlight some of the Board's and Committees' major initiatives for 2023.

For the benefit of our new and existing owners, I would like to provide a brief summary of our community, it's governance and amenity ownership.

Community Composition

During 2022 we welcomed 97 new owners and saw the completion of 9 new homes. Today our community is comprised approximately as follows:

- 10% of our owners consider Caldera Springs as their primary residence.
- 25% of our owners own seasonal or vacation residences.
- 20% of our owners are rental owners (including the 45 Cabins)
- 10% of our owners have homes under construction
- 35% of our owners are unimproved lot owners.

Destination Resort Community

We live in a Destination Resort Community, as set up under the Destination Resort Act, which permits the development of resort communities in areas where development is often limited or prohibited under State land use laws. Destination Resorts are an economic tool designed by the State Legislature in the 1990's to attract visitors to Central Oregon and parts of the Oregon Coast. Caldera Springs has grown exactly how the Destination Resort Act intended with a large seasonal and rental population.

The Master Plan for Caldera Springs was approved in 2005 and included a plan for 320 single family homes, a minimum of 150 rental Overnight Lodging Units, which is accomplished with the 45 Cabins, which are deed restricted and required to be available for rental 38 weeks a year. The plan also included the construction of a golf course, tennis courts, walking/biking trails, lakes and a clubhouse with recreational amenities. As part of the approval of the Master Plan, the Deschutes County Planning Commission also required a minimum number of acres of open space as well rules and regulations within the CCR's regarding wildlife protection and enhancement. This was required as Caldera Springs is within a wildlife migration corridor and hosts and provides habitat for a large number of elk, deer, birds of prey and endangered species such as the Oregon Spotted Frog that lives within our lakes.

In December of 2021, the Developer with input from the Deschutes County Planning Commission and several local environmental and land use advocacy groups including Central Oregon Land Watch, proposed and received approval for the inclusion of 614 acres of adjacent property into the Development. Per the approved master plan, the property will include approximately 340 single family residences, a minimum of 150 additional overnight rental lodging units, recreational facilities and additional resort core amenities. The approval also requires the set-aside of 220 acres on the southern side of our community along Vandever Road as a protected wildlife area and migration corridor. The approval also included the requirement for a double gated entrance at Vandever Road to slow traffic through the wildlife corridor, restrictions on who can use the entrance, road design to reduce traffic speeds, wildlife education efforts and additional requirements to protect wildlife and wildlife habitat.

Governance

Caldera Springs Owners' Association is governed by a five-member board consisting of three members who are owners and two members who represent the Cabins and the Amenity Owner. The Owner Members serve staggered two-year terms. The President and Vice-President must be Directors, but the other officer positions may be held by others. Currently the Owner Members are represented by Dan Taylor who serves as the Board Liaison to the Environmental and Landscape Committee, Carol Scherman who serves as Vice President and represents the Board on the Community Ambassador Committee. I serve as President and as the Board liaison to the Finance Committee. Krista Miller serves as the Board Representative for the Amenity Owner and Alan Dinger, who is the President of the Caldera Springs Cabin Owners Association, serves as the Cabin Owners representative. Randy Smith serves as the appointed Treasurer for the Board and Cathy Smith is the Association Manager and has been directly engaged by the Board as an Independent Contractor, but also serves as the Secretary to the Association.

The Current Board was established in 2021 with the turnover of the Caldera Springs Owner Association from the Developer to the Owners.

The owner representatives to the Board are directly elected by the Owners. Each lot gets one vote with all lots representing a total of 85% of the membership, the Cabin Owners as a group, get voting rights equivalent to 10% of the membership, and the Amenity Owner gets voting rights equivalent to 5% of the membership.

There are three sets of Governing Documents; the Bylaws of the Caldera Springs Owners Association, the Declaration of Protective Covenants, Conditions and Restrictions for Caldera Springs – commonly referred to as the CC&Rs and any policies and rules adopted by the Board.

The Bylaws specify the organization of the Owners Association, the Voting Rights, Meetings and the Duties of the Board. These duties include the financial responsibilities of the Board, the protection of Community Assets and a requirement that the Board enforce the CC&Rs, and any regulations promulgated by the Board.

The vast majority of the rules and regulations are contained within the CC&Rs. The CC&Rs may be amended by a vote of approval by 75% of the membership, which includes the Amenity Owner's 5%, the Cabin Owners Association's 10% and the Declarant as long as they own any part of the property. The exception being any CC&Rs required by the Destination Resort Act, the Deschutes County Planning Commission or those that are required by Oregon or Deschutes County ordinances, such as the Dark Sky requirements,

Policies and Regulations promulgated by the Board may be amended by a simple majority vote of the Board.

Architectural Review and Design Standards are set and enforced by the Design Review Committee which is controlled by the Developer until the earlier of 2036 or the date that the Developer turns over control of the Design Review Committee to the Association. The Design Review Committee includes one appointed owner representative who provides input to the Committee. In 2021, the Design Review Committee, also referred to as the DRC, implemented many changes to the DRC requirements including several recommended by the owner representatives, the most significant being a limitation on the number of sleeping areas in any Single-Family Residence and the restriction of the sizes of homes, based on the size of the lot. Beginning August of 2021, any new home approved for construction is limited to five or six sleeping areas as determined by lot size. Most homes, based on available lot sizes, will be limited to five sleeping areas.

Caldera Springs Owners Association Owned Amenities

The Caldera Springs Owners' Association presently owns and controls the following amenities:

- The Quarry Pool and Fitness Center which consists of the pool, 2 spas and the fitness center and locker rooms
- Harper's Outpost Pavilion

- The Tennis Courts and Basketball Court
- All the Common Area including the Parks and Lakes
- All the roads and pathways

When the Expansion is fully annexed, the Owners Association will own additional amenities including:

- All the Common Area including Parks and Lakes
- All roads and pathways
- The new community park which is currently under design. The community park concept includes a dog park, pickleball courts, a sledding hill, playground equipment and a restroom facility

The Amenity Owner presently owns and controls the following amenities:

- The Golf Course
- The Lakehouse (which includes watercraft and bikes) and adjacent parking area

When the Expansion is completed, the Amenity Owner will own and control:

- The Forest House which includes the new pool, fitness center and other amenities.

Caldera Springs Owners Association pays a quarterly access fee to the Amenity Owner for the use by owners of the amenities owned and controlled by the Amenity Owner. Currently the quarterly amount for each lot and Cabin owner is \$200.50. In the next year or so, the Owners Association will negotiate an amendment to the current Access Agreement for access to the new Forest House. The amount of this fee is unknown at this time.

We welcome your inquiries and questions regarding our Community, Governance and Amenities. Please initially reach out to Cathy Smith.

Meeting Agenda

Next up on the agenda is Carol Scherman, our Vice-President who will provide an update on owner concerns and education efforts in relation to the Owner Survey completed in the Fall of 2021 as well as input brought to the Board during open owner forums.

Following Carol, will be Cathy Smith who will cover the objectives established by the Board in early 2022 and the results. Cathy will also speak to some of the major initiatives underway for 2023.

Randy Smith, our Treasurer, will then summarize our financial results as well as some of the major budget items. Randy will also recap some of the new policies put in place to enhance our

return on the Owners Associations invested funds and the protections put in place to enhance the safety of those funds.

Jeff Wilson, who Chairs the Environmental and Landscape Committee will then recap the many accomplishments by the Committee as well as some of the undertakings they are planning on for 2023.

Sue Kenney, who Chairs the Community Ambassador Program, will talk about the many social events and activities this Committee has organized in the past year and some of the exciting activities they have planned for the coming year.

Krista Miller, the Board Member representing the Amenity Owner, will then share some of the exciting things that the Developer will be doing to educate owners and guests about many of the remarkable wildlife and habitat areas within our community.

Before Carol gives her report, I would like to thank the many staff members who make Caldera Springs such a fantastic place to live and recreate. Sybil Brown, who serves as the Association's Administrator, has done an incredible job learning all the duties and tasks that go along with her position and has provided great value to Cathy. Nkonye Williams has masterfully learned all the duties that go along with being the DRC Administrator. There is no way that we could handle the 50 homes currently under construction with an additional 22 new home submittals under review this year without Nkonye – she is simply amazing. John Cronkite continues to do a wonderful job making sure the Quarry runs smoothly and is fully staffed during the summer months – not an easy task, but John has managed to pull it off. Where would we be without Chris D'Zamba who is our everything solve it, fix and maintain it guy. There are so many things connected to our facilities that just get taken care of by Chris. I and the Board have great appreciation for Kelly Doohan who is the heart and soul of our community. Her passion for our community is boundless, her welcome smile never fails to warm my heart as well as the hearts of our owners and guests. Kelly just makes sure everything goes right and her efforts are sincerely appreciated.

Last, I would like to thank our Association Manager – Cathy Smith. Cathy joined the Caldera Springs Owners Association as I began my term. Without her knowledge, expertise and management skills, we would not have accomplished what we have nor would the Board have been as successful as it has been. Thank you so much Cathy for being part of the Owner's Association and our Community – you are the best!



2022 Annual Report to the Board of Directors

Compiled by Catherine Smith, PCAM®

The Caldera Springs Owners' Association's first volunteer Board Members were elected in May of 2021, following the Turnover of the Association, after 15 years of Developer control.

The last 6 months of 2021 were spent on annual tasks, training of the new Board Members, compiling owner feedback through open owner forums and a detailed owner survey; this feedback directed the majority of the Board's work in 2022.

Below is a list of accomplishments for the CSOA in 2022. Also included are the 2021 owner concerns, compiled from owner feedback. (This document was previously shared with all owners; included now is an update on each item.)

CSOA ACCOMPLISHMENTS

Association Meetings

Annual Owners and Annual Firewise Meeting - April 9, 2022

Board Working Sessions and Meetings

January 14, 2022 - Working Session

January 28, 2022 - Working Session

January 28, 2022 - Board Meeting

March 11, 2022 - Working Session

April 1, 2022 - Board Meeting

April 9, 2022 - Board Meeting

May 27, 2022 - Board Meeting

August 5, 2022 - Working Session

August 18, 2022 - Board Meeting

October 3, 2022 - Board 2023 Budget Planning Session

November 28, 2022 - Board Meeting

Open Owner Forums

January 28, 2022

April 9, 2022

May 27, 2022

October 21, 2022

Established Community Committees

Finance Committee - 3 Owner Volunteers

Environmental and Landscape Committee - 5 Owner Volunteers

Community Ambassadors Committee - 7 Owner Volunteers

Expansion Details

✓ Annexed and added 86 lots in February and 37 more lots in July

Caldera Springs now has a total of 443 Lots and 45 Cabins

- ✓ Created new budget files to address Expansion percentage assessment changes.
- ✓ Worked with the Board and surveyed owners regarding the possible change in voting percentages.

New RAMS Staffing

- ✓ Partnered with RAMS during the COVID induced shortages to insure staffing and supplies of critical materials were maintained and sufficient.
- ✓ Full time DRC Administrator started February 2022
- ✓ Full time HOA Administrator started April 2022

Financial Accomplishments

- ✓ Created RFP and contract to hire a new financial provider.
- ✓ Moved all bank accounts and signers from Developer to volunteer Board Members.
- ✓ Worked with individual owners to eliminate outstanding accounts receivable.
- ✓ Drafted and approved Investment Policy and Strategy, and Cash Management Policy.
- ✓ Drafted and approved Late Assessment Policy.
- ✓ Started charging interest on past due assessments.
- ✓ Diversified investments in line with state statutes to ensure all funds are in FDIC insured accounts or short-term Federal Government securities.
- ✓ Opened Charles Schwab Investment Account-) moved all CDARS from First Interstate Bank to Schwab (Diversified FDIC insured Certificates of Deposits) increasing annual earned interest by \$30K+ per year.
- ✓ Opened Investment Account with AXOS Bank.
- ✓ Reviewed water usage for all entities and researched additional meters.
- ✓ Set up Front Steps Owner Portal for online ACH and credit card assessment payments.
- ✓ Quarterly financial reports regularly sent to the Board of Directors and Finance Committee.
- ✓ Reviewed and renewed 2022 Insurance Policies.

Budgets

- ✓ With the assistance of the Finance Committee built a dynamic, detailed budget model.
- ✓ Drafted and approved both the 2022 budget and the 2022 revised budget.
- ✓ Drafted and approved the 2023 budget.

Contract Review

- ✓ Reviewed all CSOA service contracts.
- ✓ Reevaluated landscaping contract; revised scope of work and billing.
- ✓ Reevaluated ladder fuel contracts and zone maps to include all common areas.
- ✓ Changed noxious weed spraying contractor to Specialty Spray with main focus on cheat grass.
- ✓ Contracted with GopherBusters for varmint control.

Environmental and Landscape Accomplishments

- ✓ Reviewed Ladder Fuel Reduction (LFR) contracts and all 5 zone areas.
- ✓ Board approved mowing of fuels from remaining vacant lots in the community. Will be owner expense going forward.
- ✓ Donated all wood from downed trees to Care for Share.
- ✓ Organized Free Fish Day resulting in the Oregon Department of Fish and Wildlife's donation of 1,000 1lb trout to the community.
- ✓ Prepared RFP for entrance landscape upgrades' bids.
- ✓ Approved creation of a topographical map for the main front entrance of the community.
- ✓ Applied for and received \$10,000 Oregon Department of Forestry Grant.
- ✓ Prepared RFP for additional 2023 ladder fuel reduction.
- ✓ Gathered information for Spotted Frog Management Plan.
- ✓ August 2022 - sent 100 compliance notices to owners regarding landscape maintenance and fuel removal from their properties; 45 achieved compliance by Winter 2022.
- ✓ Established a Lake Sub-Committee to the Environmental and Landscape Committee.

Community Ambassadors Accomplishments

- ✓ Community Ambassadors created a top 10 list of key information items for new owners.
- ✓ Community orientation packets now being sent to all new owners.
- ✓ Created Foundation Owner Events including Annual Meeting, Annual Pool Party, and Annual Holiday Party.
- ✓ Held two "Meet Your Neighbor" events and incorporated new owner orientation.
- ✓ Increased CSOA communications including Newsletters; President Reports; Event Eblasts and various meeting notices.

Maintenance Accomplishments

- ✓ Moved Door King System from the Office PC to the Cloud.
- ✓ Added snow plowing to Sable Rock Park pathways.
- ✓ Added shoulder rock at all roadside corners to preserve asphalt.
- ✓ Replaced common area benches.
- ✓ Completed Lake Clean out project.
- ✓ Completed Sable Rock Park Pond clean out.
- ✓ Reviewed all signage and replaced with appropriate signs.
- ✓ Created new signage for Pickleball Club.
- ✓ Transitioned all gates from landlines to cellular data.
- ✓ Surveyed top owner Fitness Center users regarding equipment; made minimal changes. Will reevaluate after new center is opened.
- ✓ Fenced the upper spa at the Quarry and designated it as a "quiet spa".
- ✓ Installed eyewash station in pool chemical room.
- ✓ Installed new Knox Box Key Stations at Harper gate; and relocated those at Dancing Rock and Trailmere gates.
- ✓ Installed 100 additional roadside delineators.
- ✓ Crack sealed all roads and pathways.

Owner Compliance Accomplishments

- ✓ August 2022 - sent 100 compliance notices to owners regarding landscape maintenance and fuel removal from their properties: 45 achieved compliance before Winter.
- ✓ Removed trails certain owners had created from their properties, crossing common areas to pathways.
- ✓ Began lighting adherence initiative to ensure dark sky compliance throughout the Community; multiple string lights removed, and exterior lights changed; initiative ongoing.
- ✓ Met with multiple owners regarding required dog leash enforcement.
- ✓ Continued the monitoring of parking and RV/trailer violations and the potential for fines.

Design Review Committee (under the leadership of Caldera Springs' Developer)

As of December 31, 2022:

Caldera Springs - 14 projects under DRC review; 60 under some phase of construction. (The most ever at one time in the history of the community.)

Caldera Springs Expansion - 11 projects under DRC review; 8 under construction; not including Forest Brook Vacation Homes.