

**September 22, 2023**

**BOARD OF DIRECTORS' MEETING MINUTES**

The Caldera Springs Owners' Association, Inc. (CSOA) Board of Directors' Meeting was held in the Abbot Room at the Sunriver Lodge and called to order by President, Carol Scherman at 10:05 AM. Owners were invited to attend in person and via teleconference.

**ROLL CALL**

**DIRECTORS & OFFICERS PRESENT:** President, Carol Scherman; Vice President, Tom Sidley; Director and the Golf Course Representative, Krista Miller attended in person. Director, Dan Taylor and Director and Caldera Cabins Owners President (Owner, Cabin 19), Alan Dinger both joined via teleconference.

**OTHERS PRESENT:** Catherine Smith, Association Secretary and Caldera Springs Community Manager; Sybil Brown, HOA Administrator as Recording Secretary.

**QUORUM AND NOTICE OF MEETING**

Catherine stated that Notice of the Meeting had been sent to the ownership on September 8, 2023 & September 15, 2023. A quorum was present with all 5 Board Members in attendance.

**OPEN OWNERS FORUM**

*Question: Is there a possibility of starting an owner's Tennis Club, similar to the current Owner's Pickleball Club? Yes, this is possible. The Community Ambassadors helped the owners with communication about the Pickleball Club and would be able to help with this as well.*

*Question: What are some of the common landscape violations so that we ensure we are complying?*

*Answer: Some common violations are Bitterbrush and Manzanita (highly flammable) under trees and within 30 feet of the home; noxious weeds and other ladder fuel issues. Homes that are out of compliance have been advised.*

*Question: How many Owner Representatives are members of the DRC? There is concern with the minimalist approach to some of the new landscaping.*

*Answer: There is one Owner Representative on the DRC. There has been discussion and some push already to draw more attention to the landscaping in the approval process.*

*Question: When will the DRC be handed over to the Owners' Association?*

*Answer: The DRC is required to be handed over to the Owners' Association in 2036 unless the Declarant decides to do so sooner.*

*Question: Is there an opportunity for the DRC to be split into two, one for the initial phase of Caldera Springs and one for the expansion, or to possibly separate out landscape to the Environmental and Landscape Committee?*

*Answer: No, per the CC&R's there cannot be more than one DRC. The landscape guidelines have not been changed over the years. But we can ask the DRC to give more attention to landscaping plans, before their approval is made, and to ensure the installation meets the approved plans.*

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*Question: Is there any news on the fire risk maps and how it is affecting homeowner's insurance rates?*

*Answer: Many owners have had luck with State Farm. The map will eventually be re-assessed and published. The Association works diligently to ensure that the community's Firewise status stays in good standing and a lot of work and funding goes into ladder fuel reduction; this is important information to convey to your insurance provider.*

### **APPROVAL OF MEETING MINUTES FROM MAY 30, 2023 BOARD MEETING**

*Upon a motion duly made by Tom Sidley and seconded by Krista Miller and unanimously approved, it was:*

***RESOLVED, that the meeting minutes from May 30, 2023 are approved as presented.***

### **APPROVAL OF THE 2023 LANDSCAPE CONTRACT FOR MIRROR ROCK PARK**

*Upon a motion duly made by Dan Taylor and seconded by Tom Sidley and unanimously approved, it was:*

***RESOLVED, that the 2023 landscape contract for the remainder of 2023 for Mirror Rock Park is approved as presented.***

### **APPROVAL OF THE 2023 CONTRACT FOR THE FORESTBROOK HOMES**

The landscaping costs at the Forestbrook homes is covered by the Owners of the homes and will be billed as a separate assessment along with any irrigation repairs and water usage. The billing will be prorated for anyone who closes on a home during the next two months.

Upon a motion duly made by Tom Sidley and seconded by Dan Taylor and unanimously approved, it was:

***RESOLVED, that the 2023 landscaping contract for the remainder of 2023 for the Forestbrook homes is approved as presented.***

### **DISCUSSION OF THE REVISED COLLECTION POLICY**

The collection policy was presented with a revision to add a \$25 per month administrative fee, for any property with past due assessments for every month that the payment is delinquent. This is in addition to the current interest fees and is to cover accounting and management fees associated with these past due accounts. This type of administrative fee already exists with the Caldera Cabin Owner's Sub-Association. The draft was approved by the Board.

### **DISCUSSION OF THE FINAL DRAFT FOR THE FLAG/HOLIDAY LIGHTING POLICY**

This policy was first discussed at the May Board meeting but tabled for future discussion. The dates were revised to allow for more time during the winter weather for holiday lights to be installed and taken down, but restrictions on when they can be lit. The Board decided to omit the paragraph that refers to yard decorations as these are already restricted in the Design Guidelines. Specifics were added to allow for the display of sport team flags, on game day, after consideration of owner input. The draft was approved by the Board.

**DISCUSSION OF THE FINAL DRAFT FOR THE PATHWAY AND E-BIKE POLICY**

The current restrictions in the CC&R's do not mention E-bikes specifically, likely because they were not common when the CC&R's were initially written. The goal is to ensure that the pathways are safe. The Board approved a draft policy, in line with the policy in Sunriver.

All draft policies will be sent to owners before the Board considers them for final approval at the next Board meeting.

**DISCUSSION OF THE ENTRANCE LANDSCAPING ENHANCEMENTS PHASING OF COSTS**

There was much discussion about the funding requirements for the proposed entrance project, submitted by the Environmental and Landscaping Committee, at the Working Session on September 15<sup>th</sup>. The plan was shown to be done in phases. The Board agreed that each phase will be considered separately and discussed before each phase is approved.

The first phase consists mainly of cleaning up the stream bed and water feature, clearing off the berm, thinning the plant material, and cleaning up the four corners near the main entrance bridge. Some funding can come from the Reserves and the rest from the Working Capital fund. There was discussion of extending the seasonal staff in the RAMS contract for another month to assist with the cleanup and help reduce some of the costs.

Upon a motion duly made by Dan Taylor and seconded by Tom Sidley and unanimously approved, it was:

***RESOLVED, that phase one of the Entrance Landscaping Enhancement project is approved not to exceed \$40,000.***

**DISCUSSION TO INCREASE THE GENERAL LIABILITY UMBRELLA INSURANCE COVERAGE**

The Finance Committee recommended that the Board consider increasing the Association's General Liability Umbrella Insurance Coverage from \$5 million to \$10 million. The Finance Committee's concern was based on the Association's liabilities which include a pool, spas and lakes. Coverage was solicited and most policies would not cover liabilities involving water (pool, spas, lakes) but the broker was able to find coverage through a separate policy with Golden Bear Insurance Group.

Upon a motion duly made by Tom Sidley and seconded by Alan Dinger and unanimously approved, it was:

***RESOLVED, to purchase an additional \$5 million in umbrella insurance coverage through Golden Bear Insurance Group.***

**DISCUSSION OF THE TDS TERM SHEET**

As has been discussed in the past, TDS had an agreement with Caldera Springs Real Estate to provide fiber to each of the homes in Caldera Springs, that expired in 2021. Treasurer, Randy Smith and Vice President,

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Tom Sidley have been working with a California attorney, who assisted SROA with their recent new agreement, to put in place a new agreement for Caldera Springs. The term sheet asks for a few important items from TDS including minimum service requirements for owners, keeping the community fiber continuously upgraded with the best TDS offers, and minimum service speeds. The Board needs to approve the Term Sheet, so it can be sent to TDS for their consideration.

Upon a motion duly made by Alan Dinger and seconded by Dan Taylor and unanimously approved, it was:

***RESOLVED, that the term sheet for TDS is approved for submittal to TDS.***

### **ANY OTHER ASSOCIATION ITEMS TO COME BEFORE THE BOARD**

*To answer a question about the Reserve funding, Catherine noted that the reserves are funded on a threshold funding model to ensure the Association has the funds to repair and replace the Association assets as their useful lives expire.*

*A full on-site inspection of all the Association's current and new assets and equipment was performed the week of September 18, 2023, and the revised Reserve Study is currently being developed by the Reserve Study Provider. The Reserve budget for 2024 is set to be presented in November.*

### **ADJOURNMENT**

There being no further business to come before the meeting, President Carol Scherman adjourned the meeting at 11:48 AM.

Respectfully Submitted by Catherine Smith, Association Secretary