

## **April 20, 2024 ANNUAL OWNERS' MEETING MINUTES**

The Caldera Springs Owners' Association, Inc. (CSOA) Annual Owners' Meeting was called to order by President, Carol Scherman, at 10:03 A.M. at the Homestead in Sunriver. Owners were invited to attend in-person and by telephone.

### **ROLL CALL**

*Directors Present in person:* President, Carol Scherman; Vice President, Dan Taylor; Secretary and Treasurer Randy Smith; Director and President of the Caldera Cabins Owners' Sub-Association, Alan Dinger; Director and Caldera Links Golf Representative, Krista Miller.

*Other Association Representatives Present:* Catherine Smith, CSOA Association Manager and Sybil Amaral, Association Administrator.

### **QUORUM AND PROOF OF NOTICE**

Catherine Smith noted that proper notice of the meeting had been sent electronically on April 8th, 2024 and a quorum was present with *58.55% of owners electronically approving the quorum.*

### **ANNUAL FIREWISE PRESENTATION**

Nathan Garibay presented the Annual Firewise Presentation to the ownership, detailing evacuation routes, always being at a level 1 preparedness, main causes of fires, why we don't have one specific evacuation route and where to go if a Sunriver evacuation happens at the same time. All of the information provided can be found in the fire safety packet available in the Owners Association Office.

### **Approval of Meeting Minutes from April 8th, 2023 Annual Meeting**

*Upon a motion duly made by Randy Smith and seconded by Alan Dinger and unanimously approved, it was:*

***RESOLVED, that the meeting minutes from the April 8<sup>th</sup>, 2023 Annual Meeting are approved as presented.***

### **APPROVAL OF IRS REVENUE RULING 70-604**

Catherine explained that the members must approve the IRS Revenue Ruling 70-604. This approval is necessary so that any excess membership income may be applied to the next tax year's assessment, in order to avoid taxes being paid on any excess income.

*Upon a motion duly made by Steve Kenney and seconded by Dick Ammerman and unanimously approved, it was:*

***RESOLVED, that any excess of membership income over membership expenses for the year ending December 31, 2024, shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604.***

### **ELECTION FOR OPEN DIRECTOR POSITION**

It was announced that Dan Taylor had applied for the open position. Carol Scherman opened the opportunity to the floor for nominations, none were received.

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Catherine stated that owners would be receiving a secret electronic ballot on Sunday, April 21st, 2024, to provide for their vote. The voting will close Thursday, April 25, 2024, at 5:00 P.M. and the results will be announced on Thursday, April 26 2024 at the board meeting.

The Community Reports were then provided to the ownership:

**Carol Scherman provided the President's Report** detailing the positive changes happening in the community with the expansion, addition of amenities, parks, lakes and streams. Carol discussed to role of the board members and their gratitude to the ownership and the sharing of ideas and opinions. She then detailed some statistics including having 285 completed homes, 54 under construction, 35 under design review and 118 undeveloped lots. She added the violations recorded in 2023 that included 105 excess parking, 41 trailer parking, 27 roadside parking, 18 noise/disturbance and 12 others in relation to our gates and so far in 2024 the violations have included 15 excess parking, 6 trailer parking, 5 gate issues, 3 holiday lights and a recent noise/ disturbance violation.

### **Alan Dinger provided a report on OLU's (overnight lodging units) in the community.**

The Overnight Lodging Units or OLU's are required in all Destination Resorts and by Deschutes County per the Master Plan for the Development. Caldera Springs has two different OLU products, the 45 Cabins and the eventual 75 Forestbrook units. The Cabins have their own Owner's Association and Board of Directors.

Each Cabin has multiple lock off units and individually these make up 196 OLU's. The Forestbrook Units do not have their own Association, but instead are part of the Master Association and consist of a larger home with a small lock-off studio. Eventually these will make up 150 more OLU's. Each of the OLU's are restricted by the Deed, and must be available for rent at least 38 weeks out of each calendar year. Additionally, each of the OLU's must be rented through Sunriver Resort's Property Management Division (which is Caldera Springs' Central Reservation System) or through a Licensed Oregon Real Estate Property Manager. Each January, all OLU owners are required to provide the Caldera Springs Owner's Association with the number of days each of the units was available to rent and the number of days they were actually rented during the previous calendar year. CSOA is then required to provide this information to Deschutes County.

At the Board of Director's meeting on November 17, 2023, the Board approved a Resolution that each OLU owner in Caldera Springs is required to sign each year, acknowledging the above requirements. This requirement is very important to the Association and fines will be imposed for owners who do not adhere. The County can impose stiff penalties on the Association if these requirements are not met and have noted these requirements in their communication to the Association.

### **Dan Taylor provided the Vice Presidents report.**

In 2023 the Board approved over \$100,000 in the removal of wildfire fuels from the community. In 2024 the Board has approved an additional \$75,000. This was the top priority of the Environmental and Landscape Committee and the Board of Directors.

Owners have been struggling with increased costs for insurance coverage for their homes. Insurance information has been added to the website, including the community Firewise certificate, a letter from the local fire department noting their coverage for the area and a list of insurance carriers who have stated they are able to help owners find coverage.

In 2023 the Board also approved up to \$40,000 for removal of the overgrown shrubs and bushes at the entrance, and near the main entry bridge. as well as cleaning the water feature and the stream bed. This work is being completed this spring. The overall costs came in around \$30,000.

The Lake Committee has made recommendations on treatments for the lakes (new and old) to keep them healthy and clear of ponds weeds. Last year we stocked Obsidian Lake, with 500 lbs. of fish. This year we plan to stock an additional 400 lbs. of fish

Our new signs state "Private Lakes Exclusively for Caldera Springs owners and Guest Use Only. Fly Fishing for ages 12 and up, catch and release only and no bait and barbless hooks are required.

### **Jeff Wilson provided a report on the Environmental and landscape committee.**

In 2023 the Board approved the creation of a 20-foot wider Firebreak area along the southern and southeastern bike path, with the removal of any vegetation within 10-feet of the 10-foot bike path. They also approved the removal of

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over 300 dead and dying trees on the south end of the community. This was in addition to the regular annual reduction in wildfire fuels in Zone 3 and Part of Zone 4 that was also completed in 2023. In 2024, a new fire break area will be completed, including the removal of over 300 dead and dying trees as well as the remainder of Zone 4 work, and all of Zone 5. This work will begin shortly.

We met with the Oregon Department of Forestry to perform a community action plan to maintain the Firewise status each year. The main concerns they raised were keeping anything flammable away from your home. This includes removing brush from underneath trees, removing any dead plant material or trees, clearing pine needles and debris from under your decks, no firewood stored outside, pine needles cleaned off the roofs, keeping dry grasses cut back. They suggested removing any flammable vegetation, or mulch from 5 feet from your home. Gravel in these areas is allowed, but if you make a change to what is installed, you must submit to the Design Review Committee. There are no fees for simple landscaping changes.

### **Sue Kenny provided the Community Ambassadors Committee Report.**

Sue noted the success of the communities ongoing "caring for our community" fundraiser assisting St. Vincent de Paul in La pine. "Meet your neighbor happy hours" were discussed and to keep an eye out for newsletters with more information and sign up information. The "Calder Springs Coffee Croissants and Conversation" will continue into this year as well. Sue mentioned the community library in the Quarry Pool and Fitness center building and invited everyone to participate in the exchange of books. She discussed "passion projects, like the newly formed tennis club and that the community ambassadors are a great resource to get started on one. She ended by discussing the new owner packets and the fire safety packets that are available in the Owners Association office.

### **Catherine Smith provided the Owners' Association Management Report.**

Catherine discussed the upcoming asphalt project in which seal coating of the southern half of the community will take place May 20, 21 and 22<sup>nd</sup>. During which the roads will be completely closed. More information and a map will be coming in a newsletter. She then introduced Bradley McClain who shared a presentation on the Dark Sky requirements in the community and its benefits.

### **Randy Smith provided the Treasurer's Financial Report.**

Investments in FDIC insured CDs and US government Money Market accounts have been important in meeting our Reserve fund goals. We continue a Ladder strategy along with pairing that with our future Reserve cash needs. Expenses so far this year are in line with the budget, with one exception. The annual snow removal budget is \$26,000. Unfortunately, January was a very icy and snowy month. As a result, nearly \$36,000 was spent on snow removal. A Contingency line item in the budget of \$30,000 will help with the excess snow removal expense. Dan discussed the upcoming projects for the year.

### **Krista Miller provided a report on the development in the expansion.**

Forest House which set to open on memorial weekend will include fitness center with an app, family game room, café and bar

Two pool decks, a double barrel slide, kids pool, family pool, hot tub and soaking pool along with a tranquility deck (adults only) with hot tub.

The Lake house to open next as a full-time restaurant. Next to it will be the outpost for recreation golf boats and bikes and the Shore shack for coffee and pastries in the morning, beverages and poolside service, it will be open in the summer of 2024, she also discussed the upcoming forest park and preservation park opening in fall 2024.

### **The meeting was then opened to the owners for questions and comments:**

*Question via email read by Catherine Smith: How will the HOA be addressing the use of amenities by personal guests and rental guests not managed by Sunriver Resort with the Obsidian Club no longer being an option?*

*Answer: Each lot is entitled to 8 owner ID cards for household members. These cards grant access to all amenities; both owned by the Owners Association and those owned by Sunriver resort through the access agreement.*

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*Rental ID cards are required to be purchased by any home renting in Caldera Springs. The cost of these cards offsets the cost of the Owners Association owned amenities and they do not cover the amenities owned by Sunriver Resort. Access for rental guest for those amenities owned by Sunriver Resort are paid for through the property management contract.*

*Question: Alan Stout wants to know how the Association will address the loss of access to the Lake House?*

*Answer: No access per the access agreement has been lost. The boats and bikes, the meeting space and the family game room still exist and will continue too, they have simply been relocated.*

*Question: Ardis Goulart discussed continually having issues with a home next to theirs. Is there a way to address a situation where a home has continuous issues to try and prevent this from happening again?*

*Answer: Cathy answered that conversations with the homeowners always take place and that notices and fines take place for repeat offenders. Occupancy audits are done yearly with follow up.*

*There being no further business to come before the meeting and upon a motion duly made by Dan Taylor and seconded by Steve Kenney and unanimously approved, it was:*

**RESOLVED**, that the Meeting concluded at 11:57 A.M. but will be held open until Thursday, April 26, 2024, to announce the election results.