



## **Board of Directors Meeting**

### **Friday, September 12, 10:00 A.M. Pacific Time**

#### **Minutes**

- 1. Meeting called to order by Randy S. at 10:01AM**
- 2. Proof of Meeting Notice and Quorum** – Nkonye W. announced meeting notices were sent to the ownership on 8/26/2025 and 9/5/2025. Quorum established as all Board Members were present either in person or by phone:
  - a. **Board members present in person:** Randy Smith, Krista Miller, Benj Harding
  - b. **Board members present telephonically:** Alan Dinger, Dan Taylor
  - c. **Management present:** Nkonye Williams, Benjamin Russell, Cathy Smith
- 3. Open Owners' Forum** – Owners present voiced comments about the following:
  - a. Dog station along Lava Springs & Trailmere Circle
  - b. Excavation and potential water features in the expansion
  - c. Enhanced developer communication about plans in the expansion
- 4. Consent Agenda** – Nkonye W. presented to the items in the consent agenda for Board approval. Randy S. motioned to **approve the consent agenda as presented**, second by Krista M. The motion passed unanimously as follows:
  - a. Approved Draft May 29, 2025 Board Meeting Minutes
  - b. Approved Trailmere Footbridge replacement
  - c. Approved Schwindt renewal contract for Reserve Study review
- 5. Discussion: Jan-July Financials** – Don L. presented a brief overview of the financials for 2025 through July. Don L. reported on expected and unexpected revenue & expenses. Overall, the association shows expenses are under budget, with additional revenue creating a surplus. The financials will likely even out by year end. No motions made.
- 6. Discussion: DRAFT Investment Policy** - The Board was presented with a draft Investment Policy, drafted by the Finance Committee. Don L. presented key points in the Investment Policy, mainly to detail the actions the Finance Committee takes to maintain 6% of the total yearly expenses between the operating and working capital funds. The investment policy details all accounts the association maintains with definitions and rules to maintain funding in fiscally appropriate manner. Benj H. motioned to **approve the Investment Policy as presented**, second by Randy S. The motion passed unanimously.
- 7. Discussion: Board Direction to Finance Committee to 2026 Budget drafting** – Don L. reported that the Finance Committee will start the budget drafting process. The committee decided not to

carry funds forward in the 2026 budget, as it overall reflects an assumed deficit. The board discussed details of budgeting no carry forward and agreed to it. No further direction was given.

8. **Discussion: Scope of Work for Obsidian Lake Dock** – The Board was provided an issue summary detailing the need to replace the Obsidian Lake Dock. Joining telephonically was a representative from Oregon Marine Construction (OMC), Tyson, who provided information on what OMC could provide as a replacement dock. The Board, influence by discussion and owner commentary, decided on a floating dock comprised of a composite material that mimics wood, with dark hardware to match the pedestrian bridge, and handles or aid for getting in and out of the lake; Management will reach out to OMC and a second vendor for an estimate on a floating and stationary dock.
9. **Discussion: Scope of Work for Trailmere Gate** – Randy S. recapped the discussion from the last board meeting, the desire from board members and owners to improve the gates and mechanisms at a reasonable and budget-friendly cost, and a meeting held with vendors to be involved in replacing the gate. Randy S. presented the cost from Mike's Fence to install a sliding gate at \$125-150k, which excludes engineering, general contracting, and repaving to widen the road. After much discussion the Board concluded the main issue being addressed is damage to the gate caused by drivers crossing lanes of traffic. A median will be installed into Trailmere to deter crossing lanes. Management will work in finalizing a scope of work for the median with Mike's Fence and an engineer. Benj H. motioned to **approve the estimate presented by Mike's Fence to replace the gates with a new, lighter material, and replace the automation system**, second by Dan T. The motion passed unanimously.
10. **Discussion: Inclusion into Sunriver Service District** – Nkonye W. provided and overview of the community's needs in relation to more police presence in the community. The Sunriver Service District (SSD) has a police force that frequently is first response if 911 is contacted. The community is in the Deschutes County Sheriff's jurisdiction for services. Lack of patrolling presence prompted efforts to include Caldera into the SSD. Approval of including Caldera into the SSD would entail approval from the County Commissioners, Sunriver Owners Association, and the Caldera ownership. Before moving forward with any action, Management and the Board will research details on potential tax increases (if any), and ability for Sheriff's department to meet expectation, as they indicated they could. No action will be taken without more research and a vote of the ownership. No motions made.
11. **Discussion: Culvert Cleaning** – Nkonye W. presented two estimates to the Board for cleaning out culverts and catch basins in the community that are overgrown with vegetation and debris. These are part of a community wide drainage system that lead through and out of the community. One estimate is to address the main drainage out of the community, through the golf course. The other estimate was for cleaning all culverts and catch basins in the community. This work would be a reserve expense. The Board discussed contacting the county to clear away the portion of the drainage culver they are responsible for; Krista M. will contact the county. The Board agreed to do the work for the main culvert out of the community, and requested a second estimate. Management will acquire and present a second estimate to the Board. Overall culvert and catch basin cleaning will be worked into future Reserve Studies for funding. No motions made.
12. **Discussion: Development Update** – Krista M. presented a development update as follows:
  - a. Last lot in Preservation Loop sold
  - b. As of June, Phase D in expansion is platted with 29 single family homes and 37 OLUs

- c. Expansion is over 50% complete with 340 homesites on master plan
- d. Pickleball gates are installed
- e. Sled hill fencing will be installed in October
- f. New trees added to parks and common spaces to address dead trees

**13. Discussion: Back-up pump, and regular maintenance services** – The Board was provided with two estimates for a preventative maintenance service repair and rebuild kits, and for the purchase of a smaller pressure maintenance pump to the existing main pump in the pump station. Nkonye W. explained the difference between the estimates. The Board discussed among themselves the need for preventative maintenance kits and requested a second opinion on the smaller pressure pump. Benj H. motioned to **approve the preventative maintenance service kits estimate**; second by Alan D. The motion passed unanimously. Management will work with the maintenance team for second opinion on the smaller pressure maintenance pump.

**14. Appointment: Ambassador Committee Board Liaison** – Nkonye W. presented a shuffling of board liaisons to two committees. The board and committee members were notified before this board meeting. Krista M. motioned to **approve the appointments as follows**:

- a. **Dan T. as Board appointed liaison to the Ambassador's Committee**
- b. **Benj H. as Board appointed liaison to the Environmental & Landscape Committee**; second by Benj H. The motion passed unanimously.

**15. Next Board meeting confirmed for November 6, 2025 to discuss draft 2026 budget**

**16. Meeting adjourned by Randy S. at 12:17pm**