

3/4/26 HOA Board Meeting Mins and Action Items

Tami Minnick called meeting to order at _6:03__pm.

Roll Call: Attendees: Tami Minnick, Chuck Baker, Jonas Champion, Jeff Behr, Dave Pattison, ~~Nathan Kunasek~~

- Last mtg minutes were motioned for approval by _Dave_ and seconded by Chuck_____.

New Business:

- 2/4/26: New Board Members have been voted in, need to assign roles
 - **AI: Tami:** Reach out to Rocky Hanes to see if he is interested in a Board position. We did not have anyone interested in being President.
- Board nominated Tami for Treasurer and Jeff to remain as Secretary. They both accepted.
 - President can perform Treasurer roll, but not the Secretary roll, Secretary and President must be different individuals per AMS NW.

Fire and brush removal

- Fire suppression / tree and brush clearing expert.
 - Tami had Michael Murphy joined the mtg
 - Michael Murphy: 541 653 6885
 - Forestry dept
 - Walker Range – will do a bid Package later this year
 - Owners have to contact Echo to participate
 - Owners cannot clear it themselves to get grant money
 - They clear dead trees, limbing, brush, chip and shred
 - Walker Range has a Spacing prescription to follow
 - **AI: Jeff:** Send message out to HOA members to contact Echo and inquire about program. -DONE
 - Tami and Jeff met with the other HOAs Board Members on 2/28
 - There is a lot of passion and incentive to get HOA members to clean up their lots. This is a really bad no snow year, it's an all court press to get folks to clean up their lots before fire season
 - We have to provide a list of all our lots in our HOA that need to be cleaned up. We are likely to have more than most HOA's b/c we have

a lot of vacant lots, we will provide this list to the Board of Boards and we will provide them to Mike Murphy, as well as directly contact the owners

- Board of Boards will reconvene on March 21st, to discuss next steps
- HOA Members not cleaning up their lots has made it difficult for their neighbors to get insurance
- **AI: Dave** can map them out, which lots need to be cleaned and limbed
- The Board of Boards would also like to share the repair and maintenance of the sign and post at the entrance across all HOAs
- DP Board is pursuing getting a no fireworks sign at the entrance and talking to the foresting dept to see if they can provide the sign free of charge
- Variance request from Aaron Baker on set back
 - **AI: Nathan**: review the CCRs to find variance clause and email to members of the Board. Board will align on variance or not for Aaron.
 - **AI: Jeff**: Pedestrian and Equestrian Easement, has anyone ran into this? Jeff tell Devin to talk to the county.- Done, Jeff called Devin on 2/5/26 and told him the Board would support the removal of the easement, if the County required our Board to do so. -Devin is closing on both lots. This is a win for DM1384 b/c it takes out one of the non HOA lots, he intends to combine the lots

Old Business:

- **Lot Numbers:** AI (action item): Tami: Will send out the list of the owners and their lot number electronically.
 - 10/7/25: Tami is updating the Excel file and will distribute.
 - 1/15/26: Quickbooks has been updated and will transfer to the map. 76 lots. (56 members)
- **HOA Management Company**
- Board discussed options to deal with board fatigue. The issues just keep coming in and HOA Members will not volunteer to help or even show up to the annual mtgs
 - We may need to look at having a professional company run the HOA processes b/c we cannot get member participation
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- **AI: Jeff**: Reach out to Tammy Gustin, DP HOA, and see who their HOA uses. – **DONE**, AMS NW (Association Management Services Northwest)

- Tami and Jeff will discuss with the other HOAs and see what the fees are and what services are provided.
- 3/2: Jeff and Tami met with Susan from **Association Management Services**.
 - They have an accounting only pkg, most basic, \$695/mth (includes 2hrs that can be used as we see fit for other issues)
 - Billing, collections, pay the bills, publish financials
 - A Web Portal is included
 - Every homeowner has access where they can pay, see their bill and history
 - If on the HOA Board, you get the full access to the accounting
 - Board discussed pros and cons of having a management company and agreed to move ahead, given we get very little participation from our members and that hasn't changed in years
 - AMS also do the annual mtg, could do on the same day as other HOA, one in afternoon, one in the morning.
 - They help with creating a Budget as well
 - Just as easy to do monthly, it's harder to do quarterly b/c you have to reflect what month cash flows in and out
- Have 4 resolutions in place for members not paying dues
 - Collections
 - They do 1st notice, 2nd notice, then intent to lien, then file a lien, and turn it over to a collection attorney, any money the HOA pays, the member has to pay that
 - They go through a 3rd party, Home Life
 - Home Life fills out the questionnaire doc
 - Board doesn't have to do any of this
 - It's all paid by the buyer, it's a real estate transaction
 - They vet all the Vendors to reduce liability
 - Electronic notifications
 - Fair housing
 - Hearing / listen then Board makes a decision
 - They would facilitate the hearing
 - They work with lots of attorney's that HOA
- Enforcement and Fines
- If we needed more management time, we could do an hourly contract ranging from 8-14 hrs. per month. This would run somewhere in the ballpark of \$1,495 - \$1,750/mo.
- **VOTE**: Board voted on adopting the \$695 Accounting package and implement as soon as possible.

- Unanimous approval, all ye's

Report of Officers:

- President: TBD: Tami acting since we can't get any volunteers.
- Treasurer: Tami: Nothing beyond what has been discussed.
- Secretary :Jeff: Nothing beyond what has been discussed.

Report out of Committees:

Architecture committee:

- Owners of lot on Emerald Meadows have built a shop that does not meet CCRs, owners have stated this is a temporary building to store building materials during construction. Need clarification on how long the building will be in place and if siding should be corrected to meet CCRs. Nathan is working with the Owners.
 - 2/4 update: Nathan was told that the building was red tagged by the County.
- **AI: Nathan** will work with Tonya to send out a letter that the building must be modified to come into compliance. - March 3rd: Email was sent out to HOA Member with Temporary Building with request for an updated site plan and a date for removal of Temp Structure.

Road Committee:

- No new business

Finance Committee:

- New 2026 Dues invoices went our Dec 31st, due by Feb 1st, 2026
 - There is still \$21K outstanding, need to follow up directly with the Members who have not paid. Some folks had the Quick books invoice go to their Junk Mail, so they missed it and didn't realize it
 - **AI: Tami:** Will contact the individuals who are overdue. Download and send out via HOA DM email account.

Water Committee:

- **AI: Chuck:** Get a static level reading from a licensed pump person and get it turned into the State. 2/5: Chuck talked to Rainbow pump and they will do it in March. Exact date will be coordinated by Chuck. -DONE
 - Static level was done on 3/3/26, 16.5 FT from the top of well
 - Rainbow Pump will submit the reading to the state
 - Hire Bryce to get an extension. 2/5: Bryce called Chuck back and said we can file for an extension, but cannot do it until November
 - **AI: Tami:** will submit the well readings to the state
 - Tami has the info on how to submit
- Need to install remaining water boxes, do hot taps all at once to make it worth a contractors time
 - Midway could to them all at once, we would need to get a quote for all of the remaining boxes
 - Need to summarize total number of boxes/lots so we can get a bid from Midway Plumbing and Kenny
 - **AI: Chuck:** Can identify the lots. Tami will provide the map and request a bid. – **Future Project in Spring26**
 - **AI: Dave:** We do need to get the booster pump installed. Dave spoke to WaterWorks. Booster pump can provide more flow, but same pressure. Decision: 7/29/24: Wait till tank house is built, the BOD has enough on their plates right now. – Dave will look at the electrical required for booster pump.
 - Chuck found the bid, it was \$17K. Keep it on the list for now. Discuss at the next meeting. Review the reserves with the AMS HOA company and if we have the reserves and the budget, we will do it, if not, we kick it to next year.
 - Need more volume, possibly variable speed drive pump to compensate
 - **AI: Dave:** Call the pump guy back, out of LaPine. Need to confirm electrical requirements to ensure electrical circuit is sufficient. Need quote. Chuck got the quote, need to run conduit from panel to where the pump will be located. Axis Electrical is an option for the wiring. **Delay till Spring26.**
 - *Selling water to additional lots.* If additional lots are added, all members have to vote and approve. The fee is several \$Ks. Main line is on the North side of the gravel road. Haunted house side. Existing agreements cannot be changed, however; starting Jan 1, 2026, have to pay the water fee, the manual / document

has to be changed to reflect the \$25k, any additional lots that are added, have to be part of the HOA. Remove the development fee. It's an old fee that is no longer applicable.

- **AI: Tami:** Need an amendment on the CCRs to change the water cost from \$9K to \$25k.
- **Backflow valves** failed – 4
 - Who is responsible for getting these fixed or replaced?
 - **AI: Chuck** request a quote. Other HOA also had 20% fail this year
 - Still getting quote for repairing it while they are testing it if it fails
 - Chuck will talk to Stephen on who the middle HOA uses for backflow testing
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Next BOD mtg:

- **AI: Jeff:** Coordinate a time with Board for March.

Closing:

Call to adjourn the meeting by Dave _____, seconded by Chuck _____ 7:44 pm _____

Board Contact Information:

Dave Pattison	541 979-5139
Jeff Behr	541 740 2449
Chuck Baker	541 640-2419
Tami Minnick	541 936-4571
Jeremy Still	541 908-6095
Jonas Champion	541 223-2743
Nathan Kunasek	541 228-6227