

RTE ASSOCIATION
Minutes of Annual Meeting
2/26/2022

CALL TO ORDER - President Randy Reese called the meeting to order at 1:05 p.m.
The meeting was held at 12001 SE Rowan Ct.

Prineville, OR 97754

Thank you Tom and Patty for hosting this year's meeting.

It was mentioned that if anyone has questions/comments to please jump in.

Board Members / Officers - Randy Reese – President (lot 6), Sheila Reese – Secretary (lot 9), Deb Ritchie Treasurer (lot 3)

ARC Members – Randy Reese, Dan Ritchie, Rob Foster

Attending Members

Jeff & Lynn Winter (lot 2), Dan & Deb Ritchie (lot 3), Julia Grytten (via Zoom)(lot 5), Randy & Sheila Reese (lot 6 & 9), Tom & Patty Wilhelm (lot 7), Jack Engeseth via Zoom (lot 10), Rob & Tammy Foster (lot 11), Shane & Leslie Wood (lot 12), Art & Ann Easton (lot 14), Ed & Jamie Anady (lot 15)

Proxy vote given: Rob & Melissa Kirk (lot 8) gave proxy to Julie (lot 5)

Last Year's Meeting Minute (which were sent out with the Agenda) were approved. Lynn asked why we waited till the following HOA meeting to approve last year's minutes. Randy addressed her question stating that we use Robert's Rules of Order which state the previous year's minutes should be ratified at the next meeting.

Treasure Report – Reported by Deb Ritchie

Checking (Operating) account balance is \$360.42

There will be one additional Central Electric Cooperative bill due and the Farm Bureau Membership which applies to our insurance coverage.

Savings (Reserves) account balance is \$10,860.18

Included in the savings account are 3, \$2,000.00 refundable building deposits which total \$6,000.00.

Delinquencies – Everyone is paid up through March 31st 2022, there are no delinquencies

Old Business

Great turnout for last year's Cleanup day - Gate, entrance sign and wall were cleaned, the cracks in the wall were filled and the wall was sealed. A large crack in the asphalt near the key pad was also sealed. Trash was picked up in the common area and along Davis Loop. Large rocks have also been placed around the lower Roundabout at a later date to protect infrastructure.

Thanks to those that were able to help in spreading decorative rock in both the upper and lower Roundabout's.

The secondary gate controller was replaced - seems to be working well. However we have had three incidents of the gate not opening. We need to continue to gather information when it doesn't open so please call Ed or Randy. This could be an indicator of the primary controller board needing replaced. If you can't get Ed or Randy and it won't open just use the manual opening process and leave it open. There were video instructions sent out December 19th 2021 by email to HOA members. Here's a link:

https://drive.google.com/file/d/1o3VX-pzFyBzgZREimEfjkF_wSa1usqCc/view?usp=sharing

Tom suggested we put a screw driver down at the gate for emergency use. It was a great suggestion so we'll place a screw driver behind the control box on the right side.

New Business

Voting in Officers to serve 2022-2024

Term for Board of Directors\Officers members is 2 years which begins April 1, 2022 and ends March 31, 2024

ARC members are appointed by the Board and serve for 1 year. So please let the new board know if you're interested in serving on the ARC.

Each lot is allowed one nomination or second per position being voted on.

Each lot has one vote per position and one position can be held per lot

Seconds on each nomination and if more than two nominations for a position we'll have a vote — Nominations are for - Treasure, Secretary, President

Treasure - Sheila Reese nominated Deb Ritchie - Ed Anady seconded

Secretary - Randy Reese nominated Tammy Foster – Ed Anady seconded

President - Randy Reese nominated Ed Anady – Rob Foster seconded

There were no other nominations for any open positions so there was no vote necessary. The new board/officers for 2022-2024 are:

Ed Anady – President, Tammy Foster – Secretary, Debra Ritchie - Treasure

ARC Report – presented by Randy Reese ARC lead

The new application form that was created was reviewed - thanks to Ed, Dan, Rob F. and Randy. This will help the process so only the required changes are submitted to the ARC for approval and each item is linked to the rules so applicants can understand if their request is valid when filling out an application.

The new ARC members will look at being able to give access to everyone even those without a gmail account to the google drive. The past ARC has been having application requests sent to them which has worked fine however it would be easier if sharing the docs worked.

There were several items for the HOA members to vote on for ARC updates

Vote #1 – Green Houses

When the ARC had the first application for a standard greenhouse they found that there was no criteria to make the decision. So they came up with a simple rule that will make sure they are secure and of sound structure. Existing rules already state that for sheds and outbuildings no quonset hut style roofs are allowed and they must be behind the house. So the proposed rule stated:

Greenhouses shall be of sound architectural construction and securely attached to the ground. No visqueen constructed greenhouses are allowed and it should be located behind the house away from Rowan Ct.. Note: ARC Standards 10.33.2 already prohibits Quonset hut type roofs.

Keep in mind that if you build a greenhouse with any type of siding it will still need to follow the rules on outbuildings which are built and will need to match the home.

Ed Anady objected to making more rules and thinks we should not be changing rules. He stated that when they purchased property one set of rules were in place and then changed. Randy did address that, it clearly states in the CCR's, article 4.22 and 6.4, the board/officers and ARC can change or add additional rules as they see necessary. **However** it has always been done with HOA members voting on any changes so it's a community decision. If you look at the revision log for the ARC standards you'll find that there has been less and less updates as the HOA has grown.

There was a lot of discussion regarding green houses and as no clear compromise was forth coming Sheila suggested we not vote at this time and it should go back to the ARC for more research and input. Dan agreed we don't want more restrictions but maybe this requires more thought and research.

Sheila moved that we delay the vote and we send it back to the ARC for more discussion and **input** from other HOA members. This was agreed to by the HOA members and suggestions can be sent to the association email for the ARC to take into consideration. **No Vote was taken** and this item was tabled for more input.

Vote #2. Add the following to the ARC standards 10.26 Lighting rules:

When it was first requested to have a flagpole light the ARC realized that it was not addressed in the current lighting standards. Dan ordered one so it could reviewed and we found the LEDs are recessed and we kept the lumens as close to the current limit of 185l for solar lights. In researching Flagpole lights we found that 200l is the suggested least amount of lighting for flagpoles.

There was some discussion regarding upward facing solar lighting on flag poles. If lights on the pole are going to be facing up they need to be approved by the

ARC and that would use two exceptions of the two allowed for each home owner. However Deb looked up the flag code and found that it would take three lights in a triangle to comply with the federal flag code so this will not be an option as we do not allow three exceptions to the downward facing light. The proposed rule to be added is:

Flagpoles with solar lights are limited to 200 Lumens. Note it is still the responsibility of the owner to ensure the solar batteries continue to provide enough light to illuminate the flag and comply with "Federal Flag code".

Vote taken: passed by majority

Vote #3. Change the way weed spraying is done - road shoulder/ditches
there were three ideas that were discussed. It was also left open for additional ideas, which there were none. It was then voted on which option the majority wanted.

Before the vote there was a discussion regarding lack of equipment home owners may have to purchase to keep a frontage cleared of weeds. Several people said they would be willing to help neighbors with that. It was also noted that Ed and Jamie Anady have been keeping their own frontage cleared with hand pulling of weeds for a couple of years. It was also questioned whether the HOA would purchase weed spray for property owners, which the answer was no. Only 1 gallon for weed control of the roundabouts.

We all want the road side and ditches to be free of weeds/brush to keep our properties looking nice.

Below is a link to the pictures presented;

https://drive.google.com/drive/folders/1N58SfR9HTMtP209FKUYkXE3V4lc_Tk7O?usp=sharing

Option #1 Continue to have a volunteer take care of all of RTE and rotate the responsibility each year.

- It was mentioned that this is not viable as not everyone has the equipment to take care of the spraying.

Option #2 each lot owner takes care of their Rowan Ct frontage.

The HOA would only need to fund spraying the upper and lower roundabout areas. We can have two lot owners volunteer to do the spraying in those areas and rotate the responsibility each year.

Currently it requires approx. 3-4 sprayings yearly depending on how much moisture we get. Spraying frequency is whenever we see a lot of weeds - Early

spring heavy spraying with spot spraying a month or so later. Again in summer when different type of weeds make their appearance and again in fall. It really depends on when the weeds are visible and how moisture we have had. Normally we first clean the ditches of the tumbleweed and other large weeds which have blown into the ditches so we're more efficient on spraying.

Note: this will be a learning curve for most and the HOA President may need to send a friendly reminder to property owners whose frontage is looking a little hairy.

Those that do not have a home built at this time can always talk to a neighbor to help in taking care of their frontage.

Option #3 hire a professional sprayer (if we can find one). Last company we got a "rough" estimate from a lawn care company at - \$300 per spraying (\$900 to \$1200 per year).

Randy mentioned he has called many lawn care services and landscapers and no one will return the call.

Randy and Sheila Reese have done one total spring spray, which took almost 350 gallons of spray and 2 days to complete. Hopefully this caught early weeds and grass on the road shoulder and ditch areas.

Tom asked if the sides of the ditches needed to be sprayed and Randy addressed that question. Because weeds take root on the sides of the ditches those weeds need to be removed. They not only clog the ditch with debris when the weeds mature and die but they also put out seeds which will flow down into the ditch.

A property owner could plant bunch grass on the sides of the ditch fronting their property but weeds would need to be removed from that area and not allowed to mature

Ed and Jamie Anady and Dan & Deb Ritchie Volunteered to take care of the bottom roundabout/bridge area for this year.

Tom and Sheila will continue to take care of the upper roundabout.

Option No. 2 passed by majority

Estoppel Certificate Status

In Progress

- Lot 11 – Rob & Tammy Foster
- Lot 2 – Jeff & Lynn Winter
- Lot 10 – Jack & Lori Engeseth

Completed

- Lot 15 – Ed & Jamie Anady
- Lot 3 – Dan & Deb Ritchie
- Lot 6 – Randy & Sheila Reese

- Lot 7 – Tom & Patty Wilhelm
- Lot 12 – Shane & Leslie Wood
- Lot 14 – Art & Ann Easton

2022-2023 assessments – Randy went through the budget and explained the operating expense and the reserves. It was agreed that the overage on the budget should go into the reserves for future costs which may increase due to inflation.

Association Costs	2021 Assessment year	2022 Assessment year	Differences between 2021 and 2022
Gate controller board purchased 2021 \$425		\$425.00	Secondary Gate controller board was required to be replaced. Cost was parts only, labor provided by Randy and Ed This money came from reserves and we need to replace it.
Rowan Ct shoulder gravel and Roundabout decorative gravel	\$220.00	\$173.50	Spent \$93.50 for decorative roundabout rock Shoulder rock cost is up to \$300 per truck load, we have \$126.00 from 2021 so we need $\$300 - \$126.50 = \$173.50$
Central Electric CoOp (entrance Power)	\$372.00	\$384.00	Increase \$1 per month in CEC cost - Avg \$32 per month
CPA / Taxes	\$0.00	\$0.00	THANKS Deb for volunteering with the taxes again this year!
Liability Ins (Country Financial)	\$472.00	\$457.00	Increased from \$472 to \$475 - Due March 1st plus Farm bureau membership fee for Insurance #334989798
Spraying	\$118.00	\$90.00	Change to 1 jug for upper and lower roundabouts along with bridge and surrounding area.
Annual Non-Profit Reporting Fee / Renewal / Oregon State Corporation license fee	\$50.00	\$50.00	No change
Office Supplies	\$0.00	\$0.00	
Entrance lighting (Keypad and Gate and reflective tape for gate and keypad)	\$100.00		Purchased Gate light and reflective tape but the Lights for keypad and mailbox were donated by Wilhelm's -
Road sealing every ~6 years (9K/6yr = \$1500)	\$1,500.00	\$1,500.00	No change - Last Sealcoat was in 2018, next seal coat 2024
Gate - Batteries 270/6 = \$45		\$0.00	Priced replacement battery, we can get 4ea 12v 7ah duracell batteries @ Batteries Plus Bulbs for ~\$250. Factory is \$270 ($270/6 = \$45$ per year) Currently reserves has \$270 set aside for new batteries. Once we spend the \$270 we'll start adding \$45 per/yr for 6 years providing another \$270.

Gate - Lights \$40 / 5yr = \$8		\$8.00	New lights ~\$40, replace every 5yr. Last replaced 2022
Road Maintenance Gravel 12yd every 4 yr 300/4 = 75 per year			1 truck load at \$300 / 4yr = \$75 per year Start this in 2023?? giving us \$300 in 2027 to purchase another 12yd of gravel
Gate Wood stain (\$60 / 2)		\$30.00	Stain wood every 4yr, \$30 this year and \$30 in 2023 plan to stain in 2023
Gate Controller Board (\$425 / 3yr)		\$141.67	Forcast a controller board replacement in 3 years (2023). Once we have 425 we can stop including this in the annual budget
Total Operating Costs	\$1,332.00	\$1,579.50	
Total Operating Costs per owner minus 'Overage accumulated from previous year'	\$1,217.00	\$1,579.50	
Total Operating Costs per owner	\$81.13	\$105.30	
Total Reserve Fund	\$1,500.00	\$1,679.67	
Total Reserves per owner	\$100.00	\$111.98	
Overage accumulated from previous year	\$ 115.00		
Total	\$ 2,717.00	\$ 3,259.17	
Total Assessments	\$ 181.13	\$ 217.28	

Please get your assessments **(\$217.28)** in the mail so they arrive by the deadline of March 31, 2022.

Please be sure to date the check for April 1st and not before that date.

Mail to:

Debra Ritchie

12271 SE Rowan Ct.

Prineville, OR 97754

If you have any questions you can contact Deb by phone or email.

Deb Cell– 1-541-948-1472

doubledrich@msn.com

Discussion topics

Post Office change/Mail delivery

Mail carrier's will no longer come through the closed gate. The Prineville "Supervisor" was contacted in person to get clarification as to why they would no longer come through the gate. Jake (Prineville USPS Supervisor) stated their policy is, due to liability they will not open the gate. He stated that he would send Randy the policy by email and it is not an option for the HOA to sign a waiver releasing them of all liability. Jake did say he would look into adding another parcel locker free of charge. After four weeks

Randy has yet to get any emails or any further communication even though we've contacted them several times.

We discussed the following options;

Option #1 Purchase and add a new parcel box

2 parcel box - \$1970.00 (includes installation) which would add \$132 per lot to assessments

4 parcel box - \$2950.00 (includes installation) which would add \$198 per lot to assessments

The parcel boxes are 20" tall x 12" wide x 15" deep

This may fit some of the oversized boxes but not all.

Option #2 Leave the gate open from 9-2

Option #3 Do nothing

Randy did mention that a request for redelivery can be done online with the USPS for packages that were not delivered due to the parcel lockers being full.

Please remember, if you are expecting a package, pick that up from the parcel locker so it will be free for future deliveries.

UPS and FedEx do not have issues with coming through the closed gate and please remember to include the current **contractor gate** code on address line number 2 when you place orders.

Option #3 was approved by the majority, the gate will continue to remain closed.

Invasive Weeds - Sheila did a short presentation on several of the most common invasive weeds we need to watch for on properties. These can be sprayed or pulled by hand. Please remember to back them and dispose of them in a trash bag to keep the seeds from spreading.

Below is the link to the pictures presented:

<https://drive.google.com/drive/folders/1doFZvOfijtL4H68njX5isAb8wabP6jxf?usp=sharing>

Oregon Invasive weeds link

<https://www.oregon.gov/oda/programs/weeds/oregonnoxiousweeds/pages/aboutoregonweeds.aspx>

<https://co.crook.or.us/crooked-river-weed-mgmt>

<https://www.deschuteslandtrust.org/news/blog/2020-blog-posts/invasive-weed-central-oregon-guide>

Book Lending Library

Ann gave a short talk about all the options out there and Sheila suggested we form a committee of interested HOA members. We will get together to discuss and look at options. If you are interested in joining in you can contact Ann. We will also be discussing location and placement. Down the road we will be looking for donations of books, building materials and labor to get this all in place. Should be a fun and worthwhile addition to our community.

Randy brought up **Lot number signs** which still grace a few lots, many are unreadable. The number does not really mean anything. When new construction starts on a lot the county requires a plot plan be submitted and they then assign a permanent address which makes the lot numbers obsolete.

It was decided by HOA members to just remove lot number signs.

Common Area Trail

Ed furnished a google view of the area and wanted to encourage people to feel free to use the North side of the creek. The common area boundaries are clearly marked and there are some really great deer trails on the north side of the creek.



Ed also brought up putting in a disc golf course on the common area.

This would not be of cost to the HOA and cages would be on a donation basis.

Randy and Ed both said they would be more than happy to purchase a cage for the project. If you would like to be involved or donate a cage to this endeavor contact Ed for more information.

It was put to a vote to the HOA to allow adding this to the common area. - **There were no objections**

Burning weeds in common area

There is quite an area of tall dry weeds and grass on the common area from 2 years ago. Burning the weeds/grass is the best option. Propane torches and small controlled fires along with shovels for controlled burning work great and we will try and do it next Saturday March 4th weather permitting. Volunteers who want to help should bring shovels, old shoes for stomping out small flames and propane torches (Randy and Dan have them). We will check before burning to make sure it's a burn day. An email will be sent out on Friday letting everyone know if it's a go for Saturday.

2022 Cleanup day

Clean up day is schedule for June 18th so mark your Calendars. We will do a potluck afterwards at Arts and Ann Easton's house. Thank you Art and Ann

RTE Community garage sale

Dan led the discussion regarding a community garage sale. Maybe combined all in one location or at individual homes. Sheila mention if we have individual homes host a sale that would help with the parking situation we ran into with the previous sale we had. She also has signs that we can use and she will check into when P2, who has their annual community garage sale around Aug 12th and 13th this year. Having a sale at the same time would eliminate having to buy advertising and would generate a lot of sale traffic. There would be 4 or 5 homes which indicated they would like to participate.

Road maintenance

Big thanks to Tom for blowing the lower roundabout off the turn lane was looking really rough with all the red rock the county had spread for snow.

We do need each lot owner to continue to keep their frontage clear of rock. By keeping the rock off the road it will hopefully keep the seal coat in better shape.

There have been two more accidents along Davis loop, one which took out a couple trees and left some car body parts (thanks to Art and Ann for cleaning up). This party did not come forward to let anyone know of the damage. Second one was a guy took out two metal fence posts and rolled his truck. He was able to get out and this week he cleaned up the mess and fixed the fence damage. We will clean up the juniper trees that were knocked down when we do the burn on the Common Area.

There were no opens

Meeting was adjourned 3:09 pm