

DRAFT Minutes: DRRH6 Road Board Meeting – December 3, 2024

Location: 16317 Whitetail Lane

Present:

Board Members: Duane Brolin, Ben Ives and Billie Ameika

Property Owners: Anne Danczyk, Janson Marshall, Chris Demarest

Duane called the meeting to order at 6:15 pm

Meeting minutes from 10/9/24 were read by Billie. There were no requested changes, Duane made a motion to approve and Ben moved to approve.

Old Business:

Bridge Update: Duane provided an update on the bridge maintenance project. He shared that the contractors he had contacted did not get back to him until one week prior and that it was too late in this season to have the work completed, as the ground is too close to frozen. He said that although it would have been ideal to have the bridge sealed before winter, the bridge is safe. He did say that the bid that came back was approximately \$12,000, which is too much in his opinion. He has received a referral from John Littrell to contact Ben West, who has experience with the recommended work and that we should meet with him in the spring. The recommendation for eventual replacement is a steel bridge. Duane shared and passed around photos of the bridge in both its initial construction and rebuild. These undated photos were from approximately 1984 or 1987. These are great to have on file and they are stored in the Presidents' files/file cabinet. Going forward, we will still have access to Shayne Tenneng's report and guidance and that discussion should include whether to pursue concrete or steel and the need to involve an engineer.

Ben acknowledged that it will be crucial to determine how we will pay for this aging bridge and all agreed that grant funding is needed. In that process, we can involve Tenneng in getting an engineers estimate. Billie suggested to set up working groups after the new year to discuss next steps. Ben agreed and suggested forming a sub committee and potentially bringing in a professional grant writer. All agreed to move forward with both suggestions. A subcommittee should consist of 3-5 people and include gathering the following information: 1. Engineers estimate. 2. Research of grants. 3. Contacting the county and state. 4. Contacting our Deschutes County Commissioners. Ben may reach out to Tony Debone.

Banking: As Ben is new to the position of Treasurer, he still needs access to banking. Ben and Duane will physically go to the bank, as other forms of communication are confusing and frustrating.

Treasurer's Report:

Ben provided and shared a physical copy of the treasurer's report for 2024. This included:

- Balance on hand: \$60,241.74
- Total income FY DEC24: \$39, 845.71 – which included the annual disbursement from the county of \$39,844.71
 - Expenditures to date: \$34,990.11, which included a complete list of all expenses from 1/1/24 to date.
- Net cash flow YTD: \$4,855.60

Ben confirmed with Duane that all bills are paid by check only. He shared that he intended to look into a high yield account. He also said the state of Oregon Audit Division needs the following information by 12/31/24 and that he will facilitate 1. Annual financial report. 2. Summary of revenues and expenditures. 3. Filing fee. After that, goals for 2025 will be to create a five-year budget for FY 2024 – FY 2029. He did share a budget in progress for 2025 of \$46,050, which he acknowledged is inflated and still tentative.

When further discussing the roadblocks in getting Ben signed on to the US Bank account, Chris provided contact information that may be able to help, as he knows they have been able to help with the POA banking. He gave this information to Ben, who will follow up.

New Business:

President's Term: Duane confirmed that his term is ending as of December 31st, and that he is not intending on extending it. He shared his basic position duties with the group and specifically with Chris Demarest who may be interested in assuming that role. Chris asked a lot of great questions and Duane graciously provided helpful information to consider. Discussion included winter preparation and maintenance, contractors we use and their fees/contracts, what kinds of concerns property owners have had in the past, and what the President's role was in all of that. Chris did not commit to taking the role on the spot, but will take that all into consideration.

Winter Preparation: Discussion included the need to post to the website a message for homeowners to avoid impeding snow plows and to keep the roads clear for them. The easement needs to include 10' on each side of the road.

Duane suggested to contact John Littrell and meet with him to get to know him.

Position descriptions and best practices: Billie discussed and suggested that the board meet in a working session to discuss best practices and to form some basic position descriptions. She also suggested developing an FAQ page for the website that would be available to property owners and give basic information regarding roads and maintenance. The board agreed and will touch base after the new year to schedule.

Open Discussion:

There was no further open discussion.

Road Board Meeting Dates:**Next Meeting:**

- March 25, 2025 at 6pm. Location is 54533 (Old) Foster Rd.
- Future quarterly board meeting dates will be determined at that time

Adjourn:

With no further discussion or input, Billie moved to adjourn the meeting at 8:00 PM.
Motion seconded by Ben.