

Timber Creek Homeowner's Association

P. O. Box 494 - Sisters, Oregon 97759

ANNUAL OWNERS MEETING MINUTES

October 18, 2025 11:00AM. via Zoom

<u>DIRECTORS ATTENDING:</u> Debbie Bucher – President Jennifer Maines – Secretary John Warnke – Treasurer	<u>OTHERS ATTENDING:</u> Rich MacConnell Dennis Regan Gregg Calderwood Pam Calderwood	Char Leep Retha Lange Neal Fair Ruthann Rhoads
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Administrative

- The meeting was called to order by the President at 11:00 AM.
- A quorum of the Board was established with the 3 directors listed above.
- A quorum of Homeowners was established. Of the minimum 44 required (37.5% of all owners), Proxies or Ballots were received for 45 qualified owners and 4 were represented by their presence but did not vote, for a total of 49. Thanks to all who participated.
- A motion was made (John Warnke) and seconded (Debbie Bucher) to approve the Agenda.
- A motion was made (John Warnke) and seconded (Debbie Bucher) to approve the Minutes from 10/19/24.

Owners Open Forum

- **911 Address Signs**
 - Pam and Gregg Calderwood asked ARC to allow green, retro reflective street address markers placed on the street by the driveways, as recommended by the Sisters Camp Sherman RFPD.
 - Neal Fair explained that these signs can save lives by allowing firefighters to quickly identify the address when dispatched for a medical or fire emergency in the dark.
 - Pam and Gregg noted that the messaging of the Dark Skies initiative in Sisters can have the unintentional consequence of discouraging homeowners from illuminating their existing address markers throughout the night when visibility is needed.
 - High visibility address signs may be a factor that fire insurers consider.
 - The Sisters Camp Sherman RFPD will install the 911 Address Signs for a fee of \$30. More information is available on their website.
 - John Warnke thinks the ARC would approve these signs.
 - For now, the Board will add a link to the HOA website pointing to the Sisters Camp Sherman RFPD program information and table further discussion to the January Board meeting.
- **Safety Path Lights**
 - Jennifer Maines asked that the HOA consider path lights to make walking safer by mitigating the uneven pavement and darkness at night.
 - Dark Skies guidelines allow lighting if the light source is not directly visible and is shielded from above. The Saddlestone neighborhood has examples, as does the city installed lighting along Barclay Drive near Sisters Woodlands.
 - Debbie Bucher asked how such lights would coordinate with snow removal.

- Further discussion was tabled to January Board meeting. Jennifer will bring pictures and more information at that time.
- **Alley Improvement**
 - Ruthanne Rhoads asked about the status of the alley way project.
 - John Warnke offered a brief history:
 - Tri County Paving, the contractor who last looked at the problem 1-2 years ago, said that the roadbed and drainage were insufficient from the alley's inception, especially at the west end. The fix would be to dig down and re-build.
 - John considered two approaches to pay for it: assess the homeowners in the immediate vicinity of the problem and assess the homeowners along the entire length of the alley.
 - The assessment of the west end homeowners would have been about \$1000 each property.
 - The homeowners at the east end were not interested in supporting the project at that time because they did not see it as affecting them. Since then, the alley was changed to one way travel, so as it is today, they are affected.
 - Ruthanne asked why the cost could not be divided among all homeowners in the HOA, not just those whose homes were located on the alley, similar to the financing of the current swales improvements, where all homeowners are contributing to fixing the swales that are located on just two private streets?
 - John noted that road funds are assessed each year which will be used to repave both the private streets and the alley in 2032 (current forecast). The current swales improvement project (\$18,900) was funded equally from the general and road funds (\$9,450 each). The annual road assessments will be increased slightly through 2032 to bring the road fund back to the forecasted required balance to re-pave the streets. Note that the scope of the re-paving project does not include rebuilding the alley.
 - Rich MacConnell noted that the Deschutes County property records show that the private streets are parcels owned by the HOA, thus each owner in the HOA shares a portion of the private streets. In comparison, none of the alley is owned by the HOA, but rather by the adjacent property owners, and there is a permanent easement allowing their neighbors to use the alley.
 - Ruthann asked if the easement area, or portions thereof, could be repaired by the owners of individual lots. The answer is technically yes, but the transition over property lines would not make that logistically possible to execute.
 - Ruthann asked if the HOA could help with a 3-4 year assessment plan for the homeowners adjacent to the alley, so that the assessments to fix the alley could be distributed over a longer time period. John said that could be done.
 - Ruthanne offered to spearhead re-starting the alley project and asked for John's historical records. John agreed to provide them. Debbie noted that Diane Morrell had some more recent notes and contacts on the subject, and she offered to facilitate the transfer of that information from Diane to Ruthanne.

Tabulation of Proxy/Ballots

- Debbie Bucher and Jennifer Maines will tabulate the 45 ballots following this meeting and communicate the results via email.

(edit: Tabulation was done on October 19, 2025. Final results were:

Matt Webb elected as Director, 44 yes / 1 not voted

Debbie Bucher elected as Director, 44 yes, / 1 not voted

Motion to carry forward 2025 excess funds to 2026? 35 yes / 10 not voted)

Announce new Board Members

- To be announced following this meeting and communicated via email.
(edit: With the re-election of Matt Webb and Debbie Bucher, whose terms now expire in 2028, the Board of Directors remain the same. The other Directors are John Warnke and Jennifer Maines (both of whose terms expire in 2026) and Jack Walker (whose term expires in 2027).

Next Meeting:

- The time and date of the next Annual Owners Meeting will be announced after the HOA Board meeting on December 20, 2025.

Adjournment

- A motion was made (Debbie Bucher) and seconded (John Warnke) to adjourn.
- Meeting adjourned at 11:37 AM