



Association of Unit Owners of Ranch Cabins

Board of Directors:
Terry Glenn - 360-907-3604
John Warren – 541-977-3558
Joe Wonderlick – 503-572-1056
Steve Mahoney - 503-472-8668
Roberto deCastro – 503-781-5938

www.RanchCabins.org
SRRanchCabins@gmail.com

18160 Cottonwood Rd, #165
Sunriver, OR 97707-0548

Ranch Cabins Association of Unit Owners Spring Board Meeting Minutes Saturday, May 10th – 12:00 PM Meeting Location: Sunriver Board Room, Admin Bldg

Call meeting to Order by Chair Terry Glenn at 12:04pm

Determination of a Quorum – all 5 Board members were present in addition to the following Unit Owners:

Jenny and Mike Landaker (RC 8)
Mike and Anne Hasson (RC 23)

Gordon & Gail Culbertson (RC 14)
Joe and Marcia Kurtz (RC 32)

Approval of Board Meeting Minutes – Terry asked for approval of Minutes of Zoom Meetings 11/23/24, 12/10/24, and 3/11/25. John moved, Roberto seconded, approved.

Treasurer's Report – Joe noted highlights of financial reports through April 30, with minimal deviations from Budget. John moved to approve the Treasurer's report, Roberto seconded, approved.

Reserve Study – Joe expressed concerns the Reserve funding would be inadequate for the Chimney replacement expected in 2028 at \$128k and Paving expected in 2029 at \$299k. Discussion and consensus was chimneys are unlikely to need replacement in mass but rather will be a case-by-case repair/replace that will impact Reserves more gradually. Seal coating of the pavement is being done this month, and felt the need to repave in 5 years was unlikely. Board noted these matters bear consideration in annual budgeting of Reserve contributions.

Financial Assurance Committee Volunteers Sought – Joe summarized the work of the committee to conduct review and testing of various aspects of the Association's operations. He sought volunteers. Jenny Landaker volunteered. Joe will contact 1 or 2 others.

Caretaker's Report – Mark reported noting several porch posts and light poles in need of replacement and would be working on those through the summer. He also reported Benham Falls Paving would begin repairs then seal coating the pavement the week of May 19th.

Approval of Email actions by Board – John moved to ratify Board actions handled by email or Zoom meeting since the last meeting, Steve seconded, approved. Actions included:

- Klaver Landscape Contract Renewal – Bid of \$55/hr, not to exceed \$21,164 accepted (March 11, 2025 minutes)
- Benham Falls Asphalt – Bid of \$17,158.98 accepted (March 11, 2025 minutes)
- OR Concrete – Bid of \$18,772.03 accepted for pool flatwork (email)
- Daggett Pools – Bid of \$18,600 accepted for pool maintenance (email)

Old Business

Pool Replacement Project – Terry reported Concrete Decking is to be completed 5/13, Sod is being installed 5/13, Pool Plastering will occur 5/16 and begin filling with water. Sod must root and plaster cure for 2 weeks. Water chemistry will be balanced week of 5/19. Permanent fence will be installed 5/29 thru 6/3. Bid to remodel bathroom and/or restore plumbing is expected 5/12. Final inspection scheduled for 6/5/2025. Chaises need some assembly (Mike later volunteered). Temp fence needs to be picked up in Bend (Gordon volunteered). Tentative pool opening June 6th.

Project is within the revised budget approved by owners at the 2024 Fall Annual Meeting. The original approved budget was \$237,000. Owners approved \$55,321 increase to \$292,321. Current projections suggest Pool will be completed below the revised budget.

New Business

Property Walk Findings – prior to this meeting, the Board and above listed Owners walked the entire property with the intention of identifying:

- General maintenance needs such as deck posts, light posts, other
- Painting needs
- Siding repair needs
- Chimney condition
- Paving condition
- Design Review issues
- Anything else noteworthy

Participants broke into several informal groups moving about the property. Each director had a blank list of cabin numbers to make notes, collaborating with unit owners nearby, with all looking at each cabin and surrounding area. Interestingly, the completed lists were dramatically different from each other. Terry will compile each board member's list to create a work plan.

It was concluded 4 cabins were in need of full repaint and 5 had a full side that needed repaint. A number of deck posts and several light posts were found to be in need of replacement. A few Design Review issues were noted. The consensus was that the Property Walk was worthwhile.

Wood storage sheds – it was noted SROA rules will dictate firewood be removed from next to cabins about June 1st as a wildfire safety measure. The former storage area by the pool is no longer available. Unit owners in the vicinity of the storage space near RC 23 are resistant to the unsightly appearance of wood storage. After discussion, acknowledging the short time to June 1st, Steve moved, John seconded that effective immediately tarps would not be allowed on stored wood, and summer 2025 would be the last year of any summer wood storage in common areas. Motion passed.

Insurance Policy Renewal – Terry reported the main policies increased just \$150 to \$13,206.70 for the Prop/Liab and \$3,769.53 Excess. The D&O/Crime renewal quote has not yet been received. John moved, Steve seconded to renew the policies as quoted. Motion carried.

Accounting Service Fee Increase – the Association's bookkeeping is provided by Harbor Equity Management LLC, a firm owned by Terry Glenn. HEM has provided the services since Oct 2020

at a monthly fee of \$600. HEM requested an increase to \$650/mo and several procedural changes to improve efficiency, including an increase in the Late Fee. Joe moved, John seconded approval of an increase to \$650/mo effective 6/1/25 and increase in the Late Fee to \$75. Motion passed. (Terry abstained)

Establish Annual Meeting Date – Fall Annual Meeting is tentatively scheduled for Oct 11, 2025

Meeting Adjourned at 1:32pm