

Tollgate Property Owners Association
Tollgate Water Company
tollgate@bendbroadband.com

Special Board Newsletter

March 6, 2012

Dear Property Owners,

At our Board Meeting of January 23, 2012, we were asked to increase communication. A suggestion was made to send out a special Newsletter from the Board about upcoming Board Meeting agendas and meeting minutes. While we encourage property owners to attend Board Meetings it was also suggested that those who are unable to attend could email the Tollgate office with their comments, questions and concerns. Another suggestion was to have an informal management meeting with Betty and Ken and this meeting will be held on Wednesday, March 21 at 9 a.m. in the Rec Hall. Please visit our website at tollgatepropertyowners.com.

If you have a suggestion on how the Board can enhance communication, act on your behalf or any other comment or concern, please fill out the attached Address the Board Form.

We would first like to, again, invite you to the Board Meetings and we have changed the times for all Board Meetings to 7:00 pm in an attempt to accommodate individual schedules. (See specific dates below.) We have also changed the date of our Board Workshops from the Wednesday before the Board Meeting to two Tuesdays before the Board Meeting. This change would give our property owners sufficient time to present their comments, questions and concerns and the Board sufficient time to research, if necessary, the information requested. After our workshop, we will be posting the additional agenda items on our website and sending it out via your email address. This should give you sufficient time to arrange your schedule to attend that particular Board Meeting. If you are unable to attend, please feel free to email

your comments to the Tollgate office and they will be presented at the upcoming Board Meeting.

Topics discussed at the Board Meeting of January 23, 2012 were:

The need for vehicular speed modification - Deschutes County Sheriff Department will be patrolling our subdivision on a regular basis at least three times a week. Target hours will be 7 am to 9 am and 3 pm to 6 pm. They will also be donating the use of a speed indicator trailer. Maintenance Manager, Ken Birkes, Board Members, Bill Leininger and Ron Thorn, and property owner, Steve Mathews met with Tri County Paving for possible solutions to our speeding concerns. Both speed bumps and rumble strips (grooves in pavement) were discussed. A trial rumble strip will be installed on the straight stretch of Lariat; if this proves to be effective in slowing traffic the installation of further rumble strips may be considered in the future.

Pool House Addition - This addition is needed to accommodate the new state mandated equipment requirements and chemical storage. The amount of equipment has doubled in the past two years as our two pools can no longer share a common pump, heater, filters, chemical feeders, solar controls, skimmer valves, main drain valves and salt generators. We are also required to install an additional pump for the main pool in order to meet state required filtration rates. The chemicals have also changed and some of these chemicals must be stored in separate areas. We are in the process of designing this addition and when completed we will be seeking several bids. The funding for this addition are currently available in the reserve fund.

Future Project - Maintenance Addition - Tollgate was designed to be a weekend retreat but has developed into a residential community with additional maintenance needs. Over the years the maintenance position has evolved into a small public works department run out of a very cramped single car garage stuffed with the increased tools and equipment needed to maintain the Association and the Water Company. At the present time there is no place to work on equipment out of the weather. On many occasions our maintenance employee is forced to repair our equipment outside in inclement weather. The proposed two stall addition, connected to the back side of the postal shelter, would give us space to store, repair and maintain equipment, keep our road cinders dry, and provide a place to keep sensitive chemicals from freezing. The Board is in the process of researching different building options. This project has been postponed for further consideration as a future project.

Does the Board need to obtain membership approval to expend monies currently in our contingency fund for capital improvements? The Board welcomes input from association members prior to any major expenditure. The Board has the duty of maintaining, repairing, constructing and otherwise dealing with buildings that are

owned by the Association. RE: ORS 94.640 “The Board of directors of an association may act on behalf of the association except as limited by the declaration and the bylaws.” and Tollgate Bylaws 7.1 “The Board shall have power to exercise all powers, duties and authority vested in or delegated to the Association and not reserved to the Membership by provision of these Bylaws, the Articles of Incorporation and the Tollgate Declaration.

Term limits for Board Members - A request was made to change the term limits and tenure of Board Members. This can be accomplished by changing the following Bylaws Article 5.2. TERM. All Terms are for three years, commencing immediately upon election and expiring at the conclusion of the Annual Meeting election three years following. Terms are to be staggered, with a minimum of two Director positions up for election Annually. At each Annual Meeting the Membership shall elect the number of Directors necessary to fill all Vacancies caused by expiration of Terms. No action has been taken at this time to limit the number of terms a Board Member can serve and remains as decided by a vote of the association members.

Playground Special Assessment Ballot – It was asked why property owners are not as enthusiastic and going door to door for a yes vote as they were with the Pedestrian/Bike Path. Playground equipment presentations were made at a CCR Committee Meeting and the Annual Meeting along with being mentioned in the October and January Newsletters and bulletins were placed on the postal boxes and bulletin board. There was more attention brought forward by the property owners regarding the Pedestrian/Bike Path as this was a safety issue. In order for a special assessment to pass we are required to have 2/3 (or 294) of the eligible voters cast ballots in order to have the required quorum; in order to be approved any expenditure in excess of \$5,000 shall be approved by an affirmative vote of at least two-thirds (2/3) of the votes cast. In the case of the Playground Equipment Special Assessment Ballots 317 ballots were received of which 179 were affirmative. Two hundred twelve affirmative votes, of those casts, were needed in order to pass the assessment so the assessment failed. We appreciate the work done by the Playground Committee and the interest shown by the Membership in casting their ballots.

Reserve Funds - Another question we have been frequently asked is “ Why do our Association fees increase each year?” We have addressed this each year in our Newsletters and also at the Annual Meeting presentation but we thought we would expand on the reasons why. The Board continues to fund the reserves for the 10 Year Plan expenditures by increasing the dues by approximately 8% each year. This increase was mandated by past Boards and deemed necessary as we had failed to keep up with inflation, budget for depreciation, or fund the yearly reserves. Oregon Senate Bill 1206, Section 7 mandates all association reserves to be fully funded. It is not a question of “if” the State will enforce the Bill but “when” and we want to be proactive in funding our reserves. We will need to raise the dues each year by a certain percentage because our common areas will always need maintenance. As we replace or repair an item it will go to the end of the list for future repairs and maintenance as it will eventually need further repairs and/or replacing.

2010 Financials indicate that our Future Major Repairs and Replacements Account is 70.8% funded or a needed income of \$108,981 to be fully funded or approximately \$247.69 per lot. Because of the good fiscal management we put in place years ago, we are now in a very favorable financial position.

CC&R Ballots: In addition to the above topics discussed at the January 23rd Board Meeting we wish to remind you of the following: On February 28th suggestions for CC&R additions and revisions were mailed out to all Property Owners for their input. These suggestions were as developed by more than 40 members of the association. The deadline for returning ballots is May 15, 2012. It is important that you return your ballot as soon as possible. In order for the election to be valid we are required by Oregon Law to have a 75% of all members voting. We will be providing a reminder, at the end of April, to property owners who have failed to return their ballots by that time. Thank you for participating and making your wishes known.

We are enclosing the Board Meeting Yearly Agenda and Address the Board Form; and we hope to see you at future Board Meetings and we look forward to hearing your comments and input.

Sincerely,

Your Board of Directors,

Karen Harvey, Chair

Bill Kemp, Vice Chair

Katy Becky, Secretary/Treasurer

Ron Thorn, Water Manager Director

Michael Dean, PLURC Director

Bill Leininger, Maintenance Director

Terry Withrow, Director

TOLLGATE PROPERTY OWNERS ASSOCIATION (TPOA) TOLLGATE WATER COMPANY (TWC)

BOARD MEETING YEARLY AGENDA

The following is a list of mandated meeting agenda items the Board must address. However, additional general business items along with property owners comments and input will added to the agenda. You can receive a copy of the revised agenda by contacting the Tollgate office or by reviewing the agenda on the tollgatepropertyowners.com website.

JANUARY:

Review 10 Year Plan Expenditures for Prior Year and Current Year Proposed Expenses – TPOA & TWC

Review Planning and Land Use Review Committee (PLURC) Policies - TPOA

Establish Annual Interest Rate on Past Due Accounts (Per CC&R Article 6.8.2) - TPOA

Establish Annual Interest Rate on Past Due Accounts (Per Bylaws 9.4.2) – TWC

APRIL:

Inventory Review - TPOA & TWC

Swimming Pool Policy - TPOA

Cross Connection Policy Review - TWC

Emergency Response Plan Review - TPOA & TWC

Water Consumption Report – TWC

Nominating Committee - TPOA & TWC

JULY:

Consumer Confidence Report - TWC

Hydrant Report - TWC

Amend Budget – Per CPA Depreciation Schedule - TPOA & TWC

Review Assessments and Fees - TPOA & TWC

Annual Meeting Preparation - TPOA & TWC

AUGUST:

Annual Meeting - TPOA & TWC

Election of Officers - TPOA & TWC

Cash Account Signers - TPOA & TWC

Alternate Signers in the Absence of the Secretary/Treasurer - TPOA & TWC

Excessive Funds Resolution - Signed by the Chair - TPOA

OCTOBER:

Insurance Review - TPOA & TWC

Budget Recommendations & Approval - TPOA & TWC

**IMA Account Funds Transfer for 10 Year Plan Future Repairs & Maintenance –
Per CPA - TPOA & TWC**

- 1. Board Meeting are usually held on the fourth Tuesday of January, April, July, and October at 7:00 p.m. in the Tollgate Rec Hall.**
- 2. Board Workshops are normally held two Tuesdays prior to the Board Meeting at 9:00 a.m. in the Rec Hall.**
- 3. Request to Address the Board forms are available at the Tollgate Office and should be submitted at least 15 days prior to the scheduled Board Meeting so they can be reviewed at the monthly workshop.**
- 4. The Annual Meeting is normally held the first Saturday in August at 10:00 a.m. in the Rec Hall.**

**TOLLGATE PROPERTY OWNERS ASSOCIATION
TOLLGATE WATER COMPANY**

15004 Saddle

Sisters, Or 97759

**(541) 549-7962 Fax: (541) 549-7386 tollgate@bendbroadband.com
tollgatepropertyowners.com.**

ADDRESS THE BOARD FORM

Your interest in the Community of Tollgate is greatly appreciated. If you have a matter to bring to the Board's attention, please complete this form and mail or deliver to the Tollgate office at least 15 days prior to the scheduled Board Meeting for the Board to review at the monthly workshop. In the space provided below, please provide a brief explanation of what it is you wish to bring to the Board's attention. If necessary attach additional sheets. If you wish to appear before the Board, please check here ().

The Date: _____

Your Lot Number: _____

Your Name: _____

Your Telephone Number: _____

Your email address: _____

**THANK YOU FOR YOUR TIME AND CONTRIBUTIONS TO
TOLLGATE!**