

PANORAMIC ACCESS SPECIAL ROAD DISTRICT

Panoramic Access Special Road District

P.O. Box 1226, Sisters, OR, 97759; Email: panoramicroads@gmail.com

MINUTES: Regular meeting: 17 June 2020

Zoom Video Conference meeting: hosted by Whitney Lowe

IN ATTENDANCE:

Mel & Barb Bartels, Jim Becker, Jeff Burns, Melissa Cretsinger, Sonya Gangstead, Mike & Marcia Harris, Nyle Head, Steve Johnson, Wil Hansen, Whitney Lowe, Lee Lucas, Risa Monroe, Jenny Morris, Steve Pentowski, Mark Rubbert, Annie Wittenberg and Kerry & Henry Zenich.

PREVIOUS MINUTES: Minutes of the 5.13.2020 regular board meeting are approved as distributed: **MSP** (motion made, seconded, and passed; the vote is unanimous unless otherwise indicated).

TREASURER'S REPORT: The current balance is \$40,487.43; three checks: \$88, \$114, \$163 have not yet cleared.

BUSINESS

Bills: None

2020/2021 Budget (Second Reading): After discussion, the 2020/2021 budget was approved as presented: **MSP** (copy attached).

Resolution 2020-1: Adopting the Budget: Approved: **MSP** (copy attached).

Resolution 2020-2: Making Appropriations: Approved: **MSP** (copy attached).

Resolution 2020-3: Levying and Categorizing Taxes: Approved: **MSP** (copy attached).

A copy of the paperwork turned in to county assessor's office will be put on the district website.

ROAD IMPROVEMENT

Committee Report: Preliminary results of the recent survey sent to property owners are: 82 responses received (57% response rate so far); Question 1: 57 support; 25 oppose. Question 2: 19 pay up front; 6 pay some up front and some over time; 6 pay the entire amount over time. Question 3: 9 want 10 years; 2 want 15 years; 7 want 20 years.

Next Letter to Property Owners and Next Survey: Points that were raised during the discussion:

- The next letter should be shorter and the survey should be on the first page.
- Information on financing needs to be included.
- We need to be able to follow up on non-responders.
- We need some way to avoid foreclosure on properties in arrears on lien payments.

Nyle checked with a title/escrow service. They are not prepared to handle the preparing and recording of liens.

Requirements for possible road improvements: *The Otta Seal bid and all the asphalt bids received are based on McCoy Engineering specifications.*

~~All the asphalt bids received were based on the McCoy Engineering specifications which specify:~~

- ~~○ All roads currently maintained in the district are included: paving 20' width with 2' shoulders.~~
- ~~○ All bids include grinding, grading and reshaping the "grindings" portions of Panoramic and east Buck Horn.~~
- ~~○ All bids include raising the grade of Emerald Valley so ensure that water drains off the road. This includes the extension of Emerald Valley outside PASRD boundaries to Hurtleigh Ranch Rd.~~

PANORAMIC ACCESS SPECIAL ROAD DISTRICT

- ~~○ All bids include drainage repair where Green Ridge meets Panoramic and the downhill portion of Panoramic to Hinkle Butte.~~
- ~~○ The Lake extension (12' wide) is included as far as 69700 Lake Dr.~~

It is the intention of the Board that a single contractor would be responsible for the entire road improvement project to avoid any finger pointing between multiple contractors.

Annie will videotape a road tour of the Otta Seal roads identified by Jim and make the video available.

ROAD MAINTENANCE

A tree is partially blocking the road at the bottom of Panoramic. Nyle will follow up.

ADMINISTRATIVE

Website report/status: Meeting minutes and the current letter and survey to property owners are on the website. Whitney requested that only one board member OK the posting of materials on the website in order to eliminate confusion. Nyle designated Annie as the point of contact for the board. Whitney will also be responsible for sending out website materials to the district email list.

FUTURE MEETINGS

COVID-19 restrictions on indoor meetings have been eased. Lee will check with ODF on the availability of their conference room for future board meetings.

General Meeting: 7pm, Wednesday, 8 July 2020 – videoconference?

General Meeting: 7pm, Wednesday, 12 August 2020 – videoconference?

Lee Lucas, Secretary

SUMMARY OF 2020/2021 BUDGET INFORMATION

INCOME	\$75,000.00
Tax Income	\$35,000.00
Estimated carryover from prior FY	\$40,000.00
EXPENSES	\$75,000.00
Administrative costs	\$5,000.00
Contractual services	\$67,000.00
Contingency fund	\$3,000.00
Debt service	0
BALANCE	\$0.00

PANORAMIC ACCESS SPECIAL ROAD DISTRICT

RESOLUTION 2020-1: ADOPTING THE BUDGET

Be it resolved that the Board of Commissioners of the Panoramic Access Special Road District hereby adopts the budget for Fiscal Year 2020-2021 in the sum of \$75,000.00 now on file at the residence of the Treasurer, Leighann Wittenberg, at 69545 Pine Ridge Drive, Sisters, Oregon, 97759.

The above resolution was approved and declared adopted on the 17th day of June 2020.

Lee Lucas
Secretary

Date

RESOLUTION 2020-2: MAKING APPROPRIATIONS

Be it resolved that the amounts for the fiscal year beginning 1 July 2020 and for the purposes shown below are hereby appropriated as follows:

General Fund

Administrative	\$5,000.00
Operations/Contractual Services	\$67,000.00
Operating contingency	\$3,000.00
Fund total	\$75,000.00

The above resolution was approved and adopted by the Board of Commissioners of the Panoramic Access Special Road District on the 17th day of June 2020.

Lee Lucas
Secretary

Date

RESOLUTION 2020-3: LEVYING AND CATEGORIZING TAXES

Be it resolved that the Board of Commissioners of the Panoramic Access Special Road District hereby imposes the taxes provided for in the adopted budget at the rate of \$1.1860 per \$1,000 of assessed value for the permanent tax rate and that these taxes are hereby imposed and categorized as General Government for tax year 2020-2021 upon the assessed value of all taxable property within the district.

The above resolution was approved and declared adopted on the 17th day of June 2020.

Lee Lucas
Secretary

Date