

PANORAMIC ACCESS SPECIAL ROAD DISTRICT

Panoramic Access Special Road District

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

MINUTES: Regular meeting: 13 May 2020

Zoom Video Conference meeting: hosted by Whitney Lowe

IN ATTENDANCE: Mel & Barb Bartels, Jim Becker, Brian & Jane Bubak, Barbara Cole, Melissa Cretsinger, Bill & Ronni Duff, Robert Eagles, Stephanie Fennimore, Sonya Gangstead, Mike & Marcia Harris, Nyle Head, Whitney Lowe, Lee Lucas, Gary Miller, Risa Monroe, Mark Rubbert, Annie Wittenberg and Kerry & Henry Zenich.

PREVIOUS MINUTES: Minutes of the 4.15.2020 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 \$40,667.43; there are no outstanding checks.

BUSINESS

Bills: Checks are written to pay two bills: one for \$88 to reimburse Annie for office supplies and one for \$92 to pay the PO Box rental.

2020/2021 Budget (First Reading): Annie presented a draft budget. Assuming a carryover balance of \$40,000 and tax revenue of \$35,000 the starting budget balance is estimated to be \$75,000. After some discussion it was agreed to budget expenses the same as the current 2019/2020 budget year: Administrative: \$5000; Contingency: \$3000; operations \$67,000. **MSP.** A copy of the 3 year budget is attached for reference.

ROAD IMPROVEMENT

Committee Report: Jim Becker reported that David Ulbricht has sent two projections for the cost of any possible debt service that is being reviewed by his committee and by the board. One of the two projections assumed the total project cost would be financed for a term of 20 years. This option will be used to create the comparison chart in the upcoming letter to owners. David will calculate additional projections for debit service based on information gathered in the second survey, if the project proceeds. Jim has also prepared maps for a self-guided tour of Otta Seal road projects in the area and will send these to Whitney to put up on the district website.

Next Letter to Property Owners and Next Survey: There was extensive discussion of what should be in the next letter to property owners and what form the next survey should take. Points raised during this discussion:

- We should not assume that all owners are computer savvy or even have computer access to our website and our email distribution. All information we have should be mailed out in some form.
- Cost estimates should at least address best case versus worse case.
- Assessments would include some costs that we don't know yet. But, we do know the least cost to property owners would be if they can pay the assessment up front.
- We need to make clear what the steps in the process are and when they may happen.
- There would be a public hearing required by state law.
- Owners need to realize that no ballot vote is required by state rules; however the board intends to conduct an advisory vote of property owners anyway.
- Before we can get better cost projections on financing, we need to know how many property owners would plan to pay any assessment up front versus how many would plan to pay over a number of years and for how long.

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Nyle directed Annie, Jim, and Brian to prepare a letter and survey, based on this discussion, for board approval. After approval, the letter and survey will be mailed to all property owners of record with a stamped, self-addressed return envelope: **MSP**.

Nyle will investigate the cost of preparing and recording lien contracts using a title/escrow service versus a law firm.

ROAD MAINTENANCE – NO ISSUES

ADMINISTRATIVE

Website report/status: Lee will get February and April minutes to Whitney for the website. Annie will get her presentation to Whitney for the website.

FUTURE MEETINGS

General Meeting: 7pm, Wednesday, 10 June 2020 – videoconference – adopt 2020/2021 Budget

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

Lee Lucas, Secretary