

Coyote Springs Feb 7th, 2026 – meeting notes

Attendees: Anita Torrano/Chris Mills, Ann Thompson, David & Lynn Virtue, Sue Grady, Naomi Scarberry/Mark Ellington, Alan Elliott, Jim & Carey Haughey, Tim & Prudence Lay, Carl Baldassari, Carolyn & Greg Loving, John & Kathy Miller, Linda Wolff, Marcy Lewis, Andy Hoffaman, Dan & Jen Norton, Tammy & Kelly Martin, Patty McGill/Lynn Kramer, Bob Baker & Patti Lahn, Rick West

The Annual Coyote Springs HOA Meeting was called to order by John Miller, President. John reviewed the Agenda and all approved as planned for the day.

Motion to approve 2025 Minutes – Chris Mills approved, Ann Thompson 2nd. All present and proxies approved.

New Business - Committee Updates

Firewise update – provided by David Virtue

- Overview of Firewise & Background:
 - 2 years ago, our neighborhood was certified (national certification) as a Firewise Community, certification shows ongoing commitment to defensible space.
 - Credit to Jill Meeuwsen for introducing this and thanks to Scott Davidson for really getting it rolling. David has taken over the lead and is point of contact for the State of Oregon.
 - Benefits -reducing risks for home loss with wildfires, some have had benefits with insurance (USAA has provided credits back annually). However, a few homeowners mentioned they have had their insurance cancelled or high increased rates due to overall fire risk in Central Oregon.
 - Team: David Lynn Kramer, Scott Dalberg, Alan Elliott
 - Moving forward we will be looking for some more members, not much right now.
 - Responsibilities: Annual report and collecting the homeowner information
 - Each homeowner required to put in 1 hour a year to make defensible and we should report what we have done in the neighborhood
 - Embers biggest issue with fires – pine needles, dead or close shrubs, dry brush (5' perimeter around home, green and watered, Limbing up trees, roof eaves and gutters clean, area under your deck or screens under to prevent embers, screens tight under soffits.
 - Every 2 years we need to look to reissue Firewise certification

Design Review Committee (DRC) update provided by Patty McGill

- Team: Patty McGill, Carolyn Loving, Lynn Virtue, Ann Thompson
- No new construction in the last 2 years
 - Reviewed the following this year: Tree removal, roof replacement, solar panels, clean up of common areas in the neighborhood.
 - Upcoming – looking at landscaping on West Entrance. Last year, the water and lighting were fixed on West Entrance.

- The DRC will be doing a clean-up on both East and West entrance and would like to look more inviting and will look at rock and native plants. In conjunction with Firewise will look to clean-up. Also, should look at long term care of landscaping and maintenance.
 - West & East Entrance – needle pick up is needed
 - Need to ensure in new contract moving forward
 - Need to look at sprinkler billing for East Side as homeowner sprinklers are tied into the East Side landscaping.
- DRC Guidelines were reviewed in Q4 2025 as they were dated. The DRC reviewed existing guidelines and compared to CCRs.
 - 2018 clarification documents that many received with new homes. Written by declarant when housing development created. Tim Lay only signed as it was never signed – DRC guidelines.
 - DRC edited and clean up done with consistency in documents and added in links (as examples: city and state on solar installations and tree removal and city tree removal, Firewise committee, deer and native plant listings with fire resistance) all DRC guidelines and reference documents are in “Design” section on the CoyoteSprings.org website.
 - Oregon DMV has definitions of vehicles we will add that link too. Worked to be consistent and we will have it cross referenced. Patty will add that in.
 - Added all appendices as well with links so full view of everything.
 - DRC common email address is also in the DRC Guidelines.

New Business – Financials, Board Nominations, Managed HOA discussion

Financial Review – update provided by Tammy Martin

- All Maintenance & Operating Financials were posted updated monthly and published quarterly to the CoyoteSprings.org website.
 - The 2026 Budget was published as well the first week of January on the Coyotesprings.org website.
 - Tammy asked if there were any questions on the Financials for 2025 -no questions.
 - Tammy provided high level view of the budget (projector was not working) – no questions.
 - John made a motion to accept 2026 budget: 1stAnn Thompson & 2nd Dan Norton. All in favor of approving 2026 budget.
- John asked if there was anyone skilled at Website management for IT support of the coyotesprings.org website. There were no volunteers to cover IT support so Scott Davidson will cover IT support for \$20/15 minutes. There was no dissention with this expense. It is already in the 2026 budget.

New Board Members Needed

- John Miller stated that two Board Members 3-year terms were up and asked for volunteers to replace the two board members (exiting board members: Chris Mills, Secretary & Tammy Martin, Treasurer). There were no volunteers.
 - Naomi Scarberry asked a question on what it would mean if no one volunteered. She has a managed HOA on another property, and the Board still polices even with managed HOA. Policing of rules goes with the HOA Board – this is the hardest challenge. If we can find a way to make less confrontational that might give more reasons for folks to volunteer for the Board.
- Board recommendation would be, if Managed HOA proposed, would be committees that would review best means to move forward.
 - Dan Norton mentioned that he was 150 homes HOA President. Quarterly dues with Managed HOA with Liasson with interface with board. She was the linkage for all homeowners. Every month or two, she would drive through the neighborhood and Board would report to Managed HOA Liasson. She would do follow up and inspections – if out of compliance -they would get first letter, 2nd letter and final letter with fines imposed. Compliance enforcement and creates no subjectivity.
 - Con: Dues go up. Pro: Keeps neighbors out of the fray and pitting against each other
- Tim Lay asked has there been a lot of challenges to the board in the last few years.
 - Chris Mills said that there were not issues but that we would like to make Board more palatable and managed HOA would make Board roles more appealing.
- Ann Thompson presented other HOA dues across Sisters.
 - Prudence Lay – we want value for our money; what are we paying for?
 - Upping the costs for HOA we need to understand what we are getting for the value.
 - Alan Elliott – glad we are talking about this. He was on a Water Board and when rates changed, we would get issues galore.
 - If we want to move forward with Managed HOA, we will have to pay for it.
 - Kelly Martin – one thing a Managed HOA can bring is the compliance issues approach & current with state changes etc. That is where they can be specialized – this is a big benefit.
 - Linda Wolff - what I am hearing is that we have a committee come together and look to Managed HOA, maybe for a year in place & then come together and assess?
 - Tim Lay – there was a time when it was investigated and it seemed high (\$15K?) and there might be some records in past files on it. Chris Mills wasn't sure.
- Aligned Next Steps:
 - Managed HOA –a committee to look at it and get together in 3 months to report out feasibility study (HOA Provider, cost/benefit, coverage needed & costs).
 - The following neighbors volunteered: Carl Baldasari, Ann Thompson, Kelly Martin, Dan Norton, Jill Meeuwssen (not present but linked with Ann with interest).
 - The team will get together and do due diligence and feasibility study for report out in HOA Meeting in 3 months.
- Patti Lahn – for the Board commitment, 3-years is tough. Can we just do for 1 year? Chris Mills thought that was a good idea and asked if we have any volunteers for 1 year Director commitment.
 - Tim Lay – volunteered 1 year term (100% approved by homeowners)

- Proposed changes to CCRs and Bylaws – John Miller
 - Many reasons – documents outdated
 - John Miller reviewed CCRs and Bylaws and reviewed across all other HOAs and went and reviewed with AI what happens with non-enforcement. DRC was given responsibilities because Developers wanted control of things. So many unequal treatments of CCRs according to a friend consulted – landscaping truck for 3 years and DRC and Board tried to address multiple times. Precedence was set and now we don't have ability to act – need fine schedule.
 - Tried to find some like HOA.
 - Notify in writing, 2nd notification by Board, then fines – with maximum \$100. Another examples – fire and fine \$500 – it has happened in the past.
 - Insurance policy – Bob Baker would be happy to review with John Miller.
- Patty McGill: Can we get a committee to review the CCRs and Bylaws? Looks like need updating.
 - Bylaws -maybe can have an attorney review (look into the costs and give an opinion on). Tim Lay knows the attorneys that we worked with in the past that are HOA attorneys. Maybe should seek another attorney – as that one represents City of Sisters.
 - Need a committee to review CCRs & Bylaws – homeowners volunteered to form a committee and will report back plan in HOA meeting in 3 months, like the Managed HOA Committee.
 - Committee: John Miller, Tim Lay, Dan Norton, Patty McGill
 - Tim Lay: Needs 75% vote to get any changes approved. That is a challenge for us overall – can we get enough folks interested and address concerns and getting more participation?
 - Tim Lay: Officers and Board Members – that is the clarity that is needed. This is why they need to be rewritten as blurry lines. Function as Officer and Board Member – that is what we need to review.

New Business -other topics (traffic)

- Patti Lahn – There has been significant traffic on Locust. Originally it was a few City of Sisters trucks, we are now seeing other vehicles (Semis, dump trucks, firetrucks) increasing the frequency of traffic down Locust St to the retention pond area.
 - We have drafted a letter to the City of Sisters asking that they provide an alternative route in the area. There is an alternate route, it is just not being used.
 - We will have it on the back table and would ask that you sign. Each person can sign – please include your address.
- Coyote Springs Road Traffic
 - Chris Mills mentioned that he had reached out to the City of Sisters last year to do a traffic assessment. Unfortunately, it was not during the busiest time of the summer with festivals – as a result, the City of Sisters said there was nothing they could do as they didn't find any noticeable increase of traffic.

Meeting adjourned

- With the understanding that the next HOA Meeting would be approximately 3 months from now.
 - Meeting minutes will be posted on CoyoteSprings.org

- Meeting will be scheduled shortly, and Proxy notices will be sent out 20 days in advance.
- REMINDER on PROXY requirements to be fully executable:
 - They must be mailed in or given to the person that will proxy on homeowner's behalf.
 - A physical proxy is required. Homeowner must be notified in advance if they are asked to be an absent homeowner's proxy.