

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR SESSION BOD MEETING OCTOBER 16, 2017

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS**

Monday, September 18, 2017, 6:00 P.M.

I. CALL TO ORDER: Pledge of Allegiance and Roll Call

Association Board Members:

Name		Name		Name	
David Palmer (Pres.)	X	David Keyston (V.Pres)	O	Jim Dille (Treas)	X
Carol Orr	X	Paula Bartolomei (Sec.)	X	Mike Folkestad	X
Sue Flory	X	Mark Schneider	X	Marie Carter	O

II. CONSENT ITEMS

- a. Agenda of Regular Meeting ~ September 18, 2017
- b. Minutes of Regular Session ~ August 23, 2017
- c. Minutes of Work Session ~ September 6, 2017

A motion to approve the above consent items was made by Treasurer Dille. It was seconded by Director Orr. It was a unanimous decision to approve.

III. PUBLIC INPUT:

Marilynne Keyser, representing FANS, reported that she hiked Coyote Canyon to look at the canyon walls that had been painted with graffiti. She was pleased to see that the paint used to cover the graffiti looked great and you can hardly tell that it had been spray painted. She did find two small swastikas that had been missed and will schedule another cleanup day to remove them. She also brought copies of a new booklet of native plants that she authored and will have available for sale. She will work with Ranch Manager LaPora to see if it is possible to have them available at the Admin Office.

Resident Tambry Scunziano had questions concerning the alternate exit plan: Will we get an actual cost related to the construction of the road; how many residents live on the north side vs the south side of the Ranch; will this new road create a bottle neck. President Palmer responded that a committee was formed in 2007 and looked at three different options. To the best of his recollection, a bridge over the Crooked River would cost approximately 22 million dollars; an exit to the north was estimated at 7-9 million dollars and was ruled out because of unstable ground; and the current road with modifications which has been estimated at 1 million dollars. The Alternate Exit Committee is working at obtaining updated cost estimates to have available at the Town Hall meeting. Jefferson County, who will be the borrower on behalf of the Ranch, will be the entity that will go out to bid for the construction. The final determination of cost will be finalized upon receipt of the bids. Ranch Manager LaPora also commented that there is information available on the Ranch website. It is located on the home page and she encourages everyone to read it. Ms. Scunziano also asked why Deschutes County is not contributing to the cost when the road is entirely in Deschutes County. Treasurer Dille responded that Deschutes County was very helpful in working with BLM and also giving their blessing to having the road exit on to a Deschutes County road. Jefferson County is contributing as most of the residents reside within its boundary. President Palmer also reported that in an emergency, the Fire Department or Sheriff will be responsible for directing exit points, depending on the situation.

IV. COMMITTEE & STAFF REPORTS –

No comments

V. RANCH MANAGER'S REPORT –

a. Collections Update: Ranch Manager LaPora reported that the number of outstanding accounts are decreasing as more semi-annual payments are received. Attorney collections have increased by 22 and Vial was able to collect over \$14,000.00 on one account that had been outstanding for a very long period. She also commented that the Ranch has been working with Community Law Group and negotiated an agreement that if outstanding accounts that are turned over to the attorney for collection and are deemed uncollectable, that Community Law Group does not charge a fee plus hard costs. Currently Vial charges \$500.00 plus hard costs for accounts that are deemed by them to be uncollectable.

b. Digital Scanning Update: Ranch Manager LaPora reported that it is now 53% complete. Rikki Carter has been assisting with other areas in the office but has continued to make progress.

c. Lower Pasture Fuels Reduction Recommendation: At an earlier Board Work Session, a resident had questioned why the lower pasture was not being groomed to make the area fire safe. Ranch Manager LaPora is now looking for ways to make that area safer. She is working with Golf Maintenance Supervisor Richard Jensen to investigate what the cost would be to have it mowed down and have Sid Robinson come in and spray the area. Supervisor Jensen will provide cost estimates. President Palmer also commented that he will discuss with the Fire Department the possibility of using the lower pasture as a training area and have them burn the grasses down and then have it sprayed. This topic will be continued as information becomes available.

d. Crooked River Ranch Golf Course in the News: Ranch Manager LaPora provided copies of an article that was written for the September issue of Inside Golf Magazine. It highlighted not only the golf course but the RV Park and all the amenities the Ranch offers.

VI. OLD BUSINESS

a. AR Log:

#1: Action Officer: change from J Smallwood to D Palmer; Comments: change to 53%

#3: Task Name change: Lower Pasture Mitigation

#4: Action Officer: change from M Beebe to J Dille

#6: Action Officer: change from M Beebe to M Folkestad

VII. NEW BUSINESS

a. Board Assignments: The following changes were made:

1. Advisors:

David Palmer: Administrative Services Department

David Keyston: Golf Operations Department

2. Liaisons:

Carol Orr: Alternate Exit Ad Hoc Committee

3. Team Members:

Mark Schneider: Contract Review & Insurance Issues

Mark Schneider: Golf Issues

Marie Carter: Legal/Collection of Unpaid Dues

Mark Schneider: Road Issues

Marie Carter: Security & Safety Issue

b. Committee Review Assignments:

Paula Bartolomei: Architectural Review Committee

Jim Dille: Alternate Exit Ad Hoc Committee

Carol Orr: Budget/Audit Committee

Sue Flory: CC&R Committee

Marie Carter: Phase Rep Committee

David Palmer: Parks & Rec

David Keyston: Events Committee

All committee reviews should be done by April 1, 2018 if possible.

c. Calendar for Board Meetings; remainder of 2017 and 2018: No changes or additions were noted at this time. These are subject to change.

d. AFE #223 – Final Payment on Fence Material for Swimming Pool Perimeter: Ranch Manager LaPora presented AFE #223 in the amount of \$13,896.00. This is the final amount to complete the purchase of material for the fence surrounding the pool. The allocated budgeted expenditure was \$32,000.00. A \$12,000.00 down payment was made in FY 2016/2017 with the remaining \$20,000.00 scheduled for FY 2017/2018. The total quote by selected vendor Mike's Fencing of \$25,896.00 has a balance due of \$13,896.00 to be paid in full. A motion to approve AFE #223 in the amount of \$13,896.00 was made by Treasurer Dille. It was seconded by Director Flory. It was a unanimous decision to approve.

e. Schedule Proposed Town Hall Meeting regarding Quail Road Exit: President Palmer has proposed two dates for a Town Hall meeting to discuss the Quail Road Exit. Thursday, October 26, 2017 at 6:00 pm at the Ranch Chapel or Saturday October 28, 2017 at 1:00 pm at the Fire Hall. It will be dependent on availability of either venue. Once the availability can be determined, an announcement will be sent out.

VIII. SECOND READINGS

None

IX. FIRST READINGS

- a. Policy & Procedure Handbook Revisions
- b. Revised Organization Chart

X. PREVIEW OF WORK SESSION:

Since there was only one item on the agenda, it was decided that the October 2, 2017 Work Session will be cancelled.

XI. ANNOUNCEMENTS & WRAP-UP:

None

XII. VOTE TO ADJOURN TO EXECUTIVE SESSION FOR PERSONNEL AND LEGAL ISSUES

The General meeting was adjourned at 6:59 pm.