

**Crooked River Ranch Club and Maintenance Association
Board of Directors
Regular Meeting Minutes**

November 21, 2011

1. **Call to Order:** President Ben Johnson called the meeting to order at 6:00 P.M. and led the Pledge of Allegiance to the flag. In Secretary Day’s absence, President Johnson appointed Director Nordin as acting secretary.

Roll Call – Association Board Members:

Name		Name		Name	
Ben Johnson (Pres)	X	Gail Day (Sec)		George Lynn	
Jim Martin (V. Pres)	X	Michelle DeSapio	X	Jay Nordin	X
Herb Parker (Tres)	X	Kit Henderson	X	Vince Pelly	X

Tape Recordings: No recording made.

1. CONSENT ITEMS:

- a. **Motion** by Director Nordin/second by Director Henderson to: accept the consent items, as amended, for the 17 October Regular Session minutes. **Motion passed unanimously.** Change: 8 c., correct to say Nordin voted yes.

2. COMMITTEE AND STAFF REPORTS

- a. Architectural Committee Report – Committee Chair Mark Siemieniec reported the committee submitted a revised property improvement application form for Board approval. He also expressed the committee’s concern for traffic safety, in particular traffic (lines/ques), at the new bus stop at Chinook and Mustang. President Johnson explained that the location has been approved by the CRR Road Supervisor, in consultation with the Jefferson County Transportation Department and Redmond School District transportation officials. Director Johnson will relay the concerns of the committee to the road supervisor.
- b. Phase Rep Committee Report- Paulette Nordin reported the committee received 35 new email addresses from the first request to property owners for their email use by the committee, and thanked the Board for sending the second request. President Johnson congratulated Ms. Nordin for being appointed by the Jefferson County Board of Commissioners to the Jefferson County Planning Commission.
- c. Treasurer’s Report – Treasurer Parker reported the Association’s finances are in fairly good shape—running roughly parallel to last year. We have \$36,000 more in Excess of Revenues over Expenditures than at this time last year. Taxes have not yet been posted.
- d. Administrator Search Committee Report – Director Martin reported 14 applications have been forwarded after initial screening by WorkSource Redmond. The consensus of the Board was that the Committee should conduct initial interviews and check references in its task of reviewing the applicants and making recommendations to the Board, which

will conduct the final interview and make a selection. Other directors may sit in on the committee's interviews.

- e. Director Pelly reported that we need an area to dispose of material such as rock, dirt, and sand from the roads as the present fill is near capacity. There is a dugout area southwest of Chandler Ball Field that would meet the need for a new fill. **Motion** by Director Pelly/second by Director Martin to: use the dugout area by Chandler Field for road fill. **Motion passed unanimously.**
- f. Director Pelly updated the Board on the Kiosk/Cluster Box Project on Badger. He and Director Lynn met with the Jefferson County Development Department Head Heidi Bauer. The next step is to discuss the fees with the County Commissioners.
- g. Community Center proposal – Director Henderson reported the Community Development Organization (CDO) is requesting a letter of support from the Board for its master plan and acquisition of rezoning permits that are required prior to obtaining the parcel of land for the proposed Community Center. Board consensus was that the CDO should make a short presentation at the next work session.
- h. Insurance Update – Director Martin reported the backhoe has been added to insurance list and he requested the Board approve an increase in the deductible for two vehicles to save money on our insurance policy. **Motion** by Director Henderson/second by Director DeSapio to: increase deductible coverage from \$500 to \$1,000 on the two vehicles. **Motion passed unanimously.**
- i. Aggressive Dogs – Director DiSapio reported that aggressive dogs of unidentified owners have been attacking animals. Owners of the dogs are unknown. Two humane traps will be set to attempt to catch the animals.
- j. Crest View Cable - Director Martin reported we are nearing an agreement with the cable company.
- k. President Johnson updated the Board on the string of break-ins and robberies of vehicles and homes. The Jefferson County Sheriff's office believes that arrests are imminent and it was by going public that critical information was obtained. He also noted the importance of establishing a neighborhood watch on the Ranch and offered to put anyone interested in touch with Former President Ted Cook who is leading this effort.

3. MEMBERSHIP INPUT/ANNOUNCEMENTS

- a. A. Robert Symank expressed concern about vehicle speed and the lack of speed signs on Folley Waters Drive. He had previously made a request for a speed signs three months ago and it was approved by the Board. Director Pelly responded by explaining the process required for setting speeds, including the requirement for a survey by a traffic engineer. He also explained that state and county officials will not set speeds on gravel roads. The use of a cautionary signs was discussed and will be followed up by the Road Department
- b. William Farrow supported Mr. Symank's comments and expressed concern about lack of a guard rails on the curve by his house on Folley Waters Drive. The Road Department will also be tasked with looking into this issue.

4. OLD BUSINESS

- a. Crippled or Helpless Wildlife Policies and Procedures – Director Pelly outlined the proposed general procedure dealing with crippled and helpless wildlife on Crooked River Ranch. State law gives a citizen permission to put down an animal suffering with little chance of survival, but this must be done within very strict guidelines and requires reporting to the county sheriff. The proposed policy outlines the procedures under which the CRR staff can assist in this effort. The policy, and the required form, will be posted

on the website once it is in effect. Approval of the proposed policy and procedures by the Board is pending review of the policy by the Deschutes County Sheriff's office.

- b. Appointment to Jefferson County Economic Development Advisory Board – President Johnson recommended CRR businessman Scott Satterlee for appointment to the board. **Motion** by Director Johnson/second by Director Martin to: recommend Scott Satterlee for an appointment to the Jefferson County Economic Development Advisory Board. **Motion passed unanimously.**
5. NEW BUSINESS
- a. Purchase of additional fungicide for snow mold on the Golf Course – For seven years the greens on the golf course have had snow mold. The EPA has not granted re-registration of the most effective chemical. Purchase of another chemical fungicide will increase cost \$2800 over budget projections. Director Parker announced that \$5884.10 is needed for purchase of additional chemicals. **Motion** by Director Henderson/second/Martin that: we approve payment for additional chemicals to fight snow mold. **Motion passed unanimously.**
 - b. The Board unanimously approved the following volunteers: Lotte Hermannsson as a member of the Phase Rep. Committee and Jean Cochran as a member of the Budget & Audit Committee.
 - c. The three members of the Boards legal committee (Directors Henderson, Lynn, and Parker) recommended a revision of CRRC&MA BOD Resolution #2010-01-18 – **Collection of Unpaid Charges**, dated January 18, 2010 after their review of our collections effort and several members of the Board met with Greg Coxe, the chief attorney for CRR accounts at our primary collections law firm. The Board approved the proposed revision which changed the timelines involving sending an overdue account into collection. The revised Resolution on **Collection of Unpaid Charges**, dated 21 November 2011, will be sent out with the dues statements on 1 December and will be placed on the website. **Motion** by Director Henderson/second by DeSapio that: we accept Resolution #2011-11-21 with the changes that have been made and is known as Collection of Unpaid Charges effective November 22, 2011. **Motion passed 6-yes, director Pelly – no.**
 - d. CC & R Enforcement. The possible reinstatement of the CC&R committee was discussed. President Johnson noted that he had placed the CC&R issue on the agenda for the coming December work session and it was so agreed. **Motion** by Director Martin/second Director Nordin to: reinstate the CC & R Committee. **Motion passed unanimously.**
6. SECOND READ: That the draft CRR Property Improvement Application submitted by the Architectural Committee was unanimously approved.
7. FIRST READ - None
8. **Motion** by Director Henderson/second DeSapio that: we adjourn to Executive Session. Motion passed unanimously.
- Meeting adjourned at 8:05.