

# **CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION**

## **Board of Directors Agenda – Work Session**

Monday, May 1, 2023

- I. Call to order
- II. Roll call
- III. Special topics
  - a) Regular Board Meeting Agenda Review – May 15, 2023
  - b) CRR RV Park Updated Rules and Regulations and Staff Changes
  - c) Heritage House Update – General Maintenance Supervisor Knoke
  - d) AFE # 286 – Swimming Pool Solar Panels – Supervisor Knoke
  - e) CRR Website Update – Ranch Manager LaPora
  - f) Steel Stampede Update – Ranch Manager LaPora
  - g) Community Garden Project – Vice President Erdekian
  - h) Alternative Funding Committee Update – Director Jones
  - i) Nominating Committee Update – Secretary Dries
  - j) Low Cost Spay/Neuter Clinic – Director Woolverton
  - k) Volunteer Forms – Shay Wright and Jo Altstock – Summer Rec
  - l) PUC Update and Discussion – President Vickery
  - m) A/R Log Review
- IV. Vote to Adjourn to Executive Session if Needed

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS  
REGULAR MEETING AGENDA**

**Monday, May 15, 2023, 6:00 P.M.**

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

<b>Name</b>		<b>Name</b>		<b>Name</b>	
Kari Vickery President		Ara Erdekian Vice President		Mike Dries Secretary	
Randy Peterson Treasurer		Sheryl Jones Director		Julia Randall Director	
Sarah Woolverton Director		Robert Beveridge Director		Director	

**II. CONSENT ITEMS**

- a. Agenda of Regular Meeting – May 15, 2023
- b. Minutes of Regular Session – April 17, 2023
- c. Minutes of Work Session – May 1, 2023
- d. Minutes of Special Meeting – May 9, 2023

**III. COMMITTEE & STAFF REPORTS** – Representatives of Committees may request to report on committee's activities since last regular Board meeting. Each person's comments will be limited to three minutes. *(Available Committee minutes and staff reports have been provided in the Board books and on the website.)*

**IV. RANCH MANAGER's REPORT –**

- a. Collections Report
- b. Website Update
- c. RV Park staffing update

## **V. OLD BUSINESS**

- a. Community Garden Update-Vice President Erdekian
- b. AR Log

## **VI. NEW BUSINESS**

- a. Oath of Office and Seating of New Director

## **VII. SECOND READINGS**

## **VIII. FIRST READINGS**

- a. CRR Policy and Procedure Update

**IX. PUBLIC INPUT** - Must sign up and identify issues to speak on before meeting starts and individuals will be limited to three minutes unless additional time is allowed by the President.

## **X. PREVIEW OF WORK SESSION – June 5, 2023**

## **XI. ANNOUNCEMENTS & WRAP-UP:**

## **XII. VOTE TO ADJOURN TO EXECUTIVE SESSION IF NEEDED**

## **CROOKED RIVER RANCH RV PARK RULES AND REGULATIONS**

1. Property owners in good standing may use the RV Park facilities at property owner rates.
2. All park facilities and equipment is intended for the convenience of guests. All persons using the facilities do so at their own risk. The RV Park is not responsible for accidents due to wind, fire, theft, or personal negligence.
3. All persons must comply with seasons, overnight lengths of stay, camper check-in and checkout times. Check in time is 2PM, Check out time is 12 noon. All persons shall observe and abide by all instructions, warnings, restrictions, and prohibitions on posted signs and notices and communicated from park employees.
4. Due to extreme fire danger, NO wood or charcoal fires are allowed. All BBQs must be propane or electric. Propane fires are permitted, flames cannot exceed 4 inches.
5. Dump station is available for a fee. Recreational vehicle sewage and gray water holding tank contents may be disposed of in the designated dump station only.
6. Deposits required for all reservations. Deposits are non-refundable.
7. No refunds for inclement weather or early departures. Requests to change reservations must be made no less than 10 days prior to arrival. Requests to change reservations with 10 or fewer days' notice will require payment of the existing reservation.
8. No dumping household garbage. Violators will be prosecuted.
9. Quiet hours 10 PM to 7 AM. No loud noises or music at any time. Generators are not allowed.
10. Parking in the RV Park is for guests only. Abandoning a vehicle or leaving a vehicle unattended for 72 hours or more at a park property without permission from the park manager is prohibited. Vehicles abandoned for 72 hours or more or vehicles owned by a person who has been excluded from the park property or who is in violation of criminal trespass may be towed at the owner's expense.
11. A handler is responsible for the behavior of their domestic animal and shall either confine their domestic animal or always keep it under physical control on a leash not more than six feet long. Handlers must prevent their animals from harassing, injuring or intimidating people, wildlife, and other animals.
12. OUR RIGHTS: Management has sole discretion for the enforcing and interpretation of all RV park rules. Failure to abide by all instructions and rules may result in exclusion from the RV Park. Management reserves the right to amend, revise or add to these rules and regulations at any time. Determination made in enforcing or interpreting these rules are at the sole discretion of management. A park manager or designated park employee may protect the safety or health of the public or protect park resources

## CROOKED RIVER RANCH C&MA BOARD MEETING

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### AGENDA ITEM SUMMARY

**Meeting Date:** 05/01/2023

**Meeting Type:** Regular

**Department:** General Maintenance

**Staff Contact:** Mike Knoke

**Estimated Time:** 10 mins

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**ITEM TITLE:** AFE #286

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**ACTION REQUESTED:** Approve AFE #286 for the purchase of new solar water heating panels for the swimming pool.

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**ISSUE STATEMENT:** Current panels have failed and need replacing.

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**ATTACHMENTS:** Quotes from Solarpoolsupply.com and Amazon.com.

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**DISCUSSION/FINANCIAL IMPACT:** There are currently only two sources for the Heliocol HC-50 panels. At approximately half the cost from Amazon.com, Solarpoolsupply.com is the choice. The price for 40 panels and the connecting hardware is \$17,000.00. The amount allotted for in the FY 2024 CRP budget is \$40,000. Additional costs for lumber and parts to repair the support structure will not require an AFE. The total expense will be well under the budgeted amount as we are able to secure the parts at a much reduced cost than anticipated and General Maintenance will do the installation.

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**CROOKED RIVER RANCH**  
**AUTHORIZATION FOR EXPENDITURE**

All expenditures over \$5000 must be justified on this form, endorsed by the Ranch Manager before going to the Board of Directors for approval.

**DATE: 05/01/2023**

**AMOUNT OF EXPENDITURE: \$17,000.00**

**AFE NUMBER: 286**

**REASON FOR EXPENDITURE:** To purchase new solar water heating panels for the swimming pool.

**JUSTIFICATION FOR EXPENDITURE:** The old panels are decades old and have completely failed.

REQUESTING DEPARTMENT: General Maintenance DATE: 5/1/23

SUPERVISOR: Mike Knoke DATE: 5/1/23

RANCH MANAGER: Judy LaPora DATE: 5/1/23

BOD OFFICER: \_\_\_\_\_ DATE: \_\_\_\_\_

**Mike**

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**From:** Matt Yoder <matt@solartechonline.com>  
**Sent:** Friday, April 28, 2023 8:54 AM  
**To:** Maintenance  
**Subject:** Solar Pool Supply - Quote #D3153



## Quote #D3153

Hi Mike,

Here is the updated quote we discussed. Please let me know if you need anything else.

Respectfully,  
Matt Yoder  
Direct Office (619) 312-4822  
[matt@solartechonline.com](mailto:matt@solartechonline.com)

***Complete your purchase***

or [Visit our store](#)

## Order summary



**Heliocol Solar Pool Heater Panel - World's Best Selling Pool Collector × 40**

4' X 12.5'

**\$30,239.20**



**Heliocol Panel Installation Kit × 40**

**\$2,439.20**



**Row Installation Kit for Heliocol, SwimJoy & SwimLux Solar Pool Heaters × 3**

**\$179.94**

Discount  CUSTOM SYSTEM

**-\$15,858.34**

Subtotal

**\$17,000.00**

Shipping

**\$0.00**

Estimated taxes

**\$0.00**

Total

**\$17,000.00 USD**

You saved \$15,858.34

## Customer information

### Shipping address

Mike Knoke

Crooked River Ranch

5195 Southwest Club House Road

Terrebonne OR 97760

United States

### Billing address

Mike Knoke

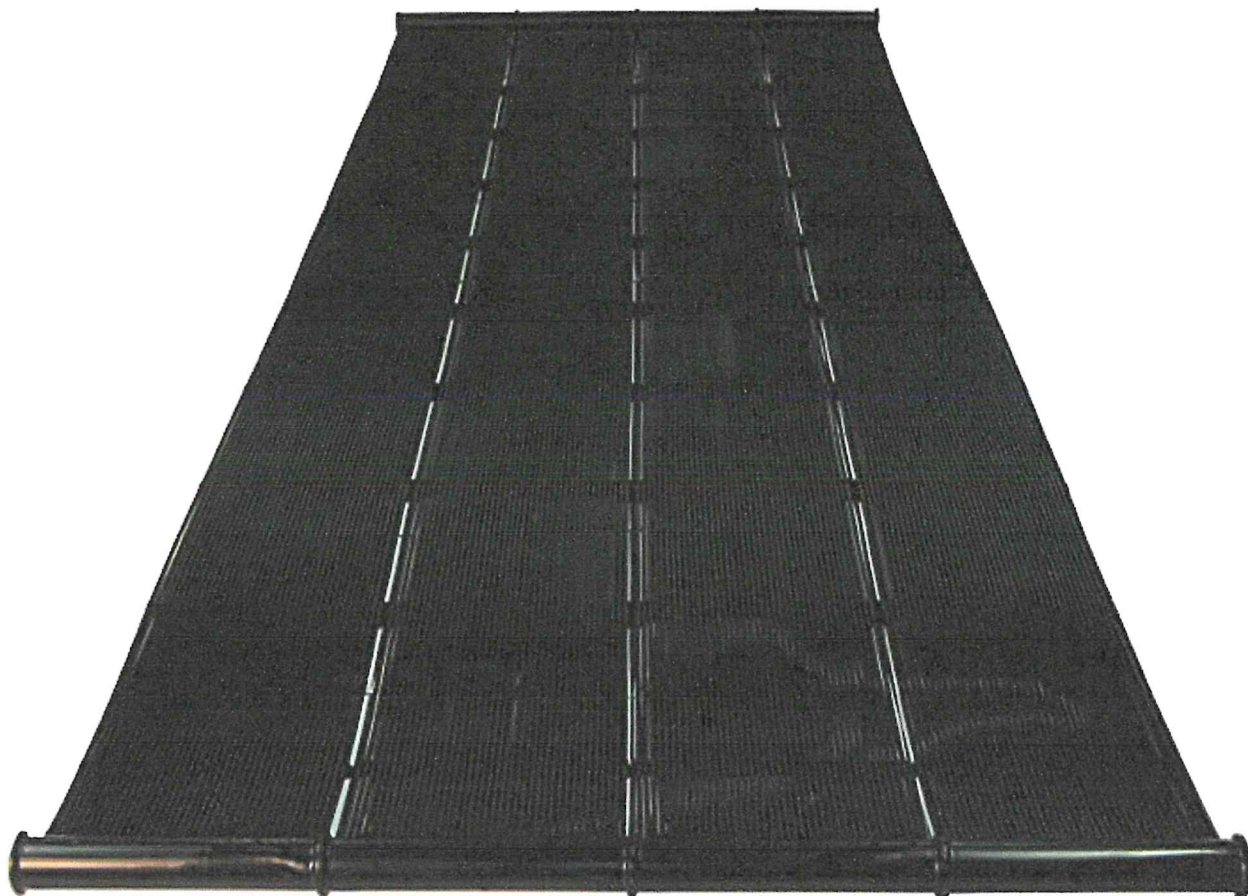
Crooked River Ranch

5195 Southwest Club House Road

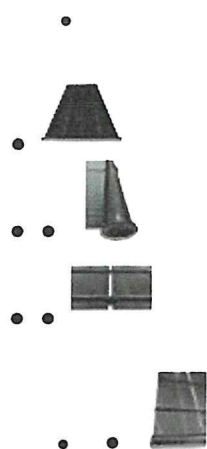
Terrebonne OR 97760

United States

If you have any questions, reply to this email or contact us at [contact@solarpoolsupply.com](mailto:contact@solarpoolsupply.com)



Roll over image to zoom in



$$\text{Amazon} = 40 \times 844.29^{\$} = 33,771.60$$

## Heliocol Swimming Pool Solar Heating Panel 4' x 12' 6 - HC-50

Brand: [HELIOCOL](#)

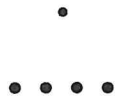
[4.1 out of 5 stars 6 ratings](#)

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\$756.48

[Pay \\$42.03/month for 18 months, interest-free upon approval for the Amazon Rewards Visa Card](#)

Size: 4'X12.5'



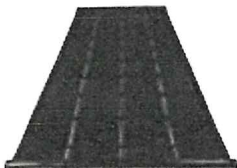
- INDIVIDUAL TUBE DESIGN: Resists wind lift and protects roof surface from rain rot by allowing increased evaporation of excess moisture. Round tubes also capture more heat.
- UNIBODY CONSTRUCTION: Header is formed over each individual tube and fused together during construction, producing the strongest possible connection.
- OPEN FLOW DESIGN: Each individual tube opens into the header, virtually eliminating back pressure, saving wear and tear on pool pumps.
- MOUNTING SLEDS: Maintain the configuration of individual riser tubes. Prevent wear and tear to both the panel and roof during periods of expansion and contraction.
- PANEL CLAMPS: Patented design allowing panels to be mounted closer together and without the need for rubber hoses and metal clamps. This design increases overall system efficiency and virtually eliminates regular maintenance and replacement.

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Sponsored

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**Buy it with**





• +



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Total price:\$844.29  $\times 40 = \$33,771.60$

Add all three to Cart

Some of these items ship sooner than the others.

[Show details](#)

• ☒

**This item:** Heliocol Swimming Pool Solar Heating Panel 4' x 12' 6 - HC-50

\$756.48

• ☒

[Panel Clamp Assembly for Heliocol Swimming Pool Solar Panels - HC-113 - 2 Pack](#)

\$31.98

• ☒

[Panel Clamp Assembly for Heliocol Swimming Pool Solar Panels - HC-113 - 4 Pack](#)

\$55.83

AR Log for May 1, 2023				
ACTION OFFICER (*CONTACT)	TASK	STATUS	TASK DESCRIPTION	COMMENTS
M Knoke Sheryl Jones 1	Fire Abatement Project No. 1 - CRR owned properties	On-going	To reduce fire danger, all CRR-owned property to be surveyed for junipers and other brush to be limbed up or removed working with Well Springs, CRR Fire Department and Ranch personnel.	1/3/23 - Director Jones presented a grant that could provide significant funding for fire mitigation. 1/16/23- Scheduled meeting CRR Fire and partners held on January 10, 2023 - group discussed plans for upcoming fire abatement work based on risk assessment. 2/6/23 - Grand decision will be end of Feb. A new abatement plan has been started. 3/6/23 3/20/23 - Still waiting for decision on grant. 4/17/23 - No change
M Knoke Randy Peterson 2	Fire Abatement Project No. 2 - Lower Pasture	Hold till March	To reduce fire danger on lower pasture. Lower pasture community garden project	11/7/22 Work Party was effective at cutting trees, removing rocks, pipe and other obstructions to facilitate future mowing. 3/20/23 - Community Garden plowing planned for 4/1/23. Manure to be delivered from limb dump of 4/15/23. Article to be written for April Telegraph. 4/17/23 - No change
M Knoke Sheryl Jones 3	Fire Abatement Project No. 3 - BLM Project	On-going	To reduce fire danger, all public lands adjoining CRR-owned properties. Ranch personnel and volunteers are working with BLM to identify areas of need. The total acreage on this project is about 1031. Areas are on the south side of the ranch and along the Deschutes River. Also 10 acres near Otter Bench Trailhead	12/5/22 - BLM is completing burning disbris piles from the thinning project. 12/19/22 - two areas left to burn before completion. - 4/17/23 No change
K Vickery 4	Commercial Loop Improvements	On-Going	Clean up appearance of Commercial Loop.	11/7/22 Fence Supply issues continue to be a factor in completing the required fencing. Convex will be painted when weather permits. 1/3/23 Fencing color has been updated. Convex will be painted when weather is conducive. 3/20/23 - After BOD member drive by it was determined that area is looking good. 4/17/23 Some additional question need answered regarding area of required fencing. Waiting for conex to be painted.
M Knoke, M Dries, J Randall 5	Heritage House Improvement Project	New	Engineering firm is reviewing for recommendations	Engineering Firm has taken photos for review and will create plan. 12/19/22 - Mike Knoke reviewed recommendations with electrical contractor and referred back to engineering firm for clarification and changes. 2/6/23 - Supervisor Knoke waiting for bids from 3 elect. contractors. Electric load study will be completed. 3/20/23 - Walk through has been completed. Electrical, plumbing and insulation are all areas of concern. 4/17/23 - Toilet and flooring have been installed. Supervisor Knoke will provide report at next Work Session.