

CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION

Board of Directors Agenda – Work Session

Monday, April 3, 2023

- I. Call to order
- II. Roll call
- III. Special topics
 - a) Regular Board Meeting Agenda Review – April 17, 2023
 - b) AFE #284 – Road Maintenance Materials
 - c) CRR Website Update – Ranch Manager LaPora
 - d) Steel Stampede Update – Ranch Manager LaPora
 - e) Community Garden Project – Vice President Erdekian
 - f) RV Park Reservation System Update – Director Beveridge
 - g) RV Park Dump Station Update– Supervisor Knoke
 - h) Panorama Park Vandalism – Supervisor Knoke
 - i) Alternative Funding Committee Update – Director Jones
 - j) Discounted Spay/Neuter Clinic – Director Woolverton
 - k) Nominating Committee Update – Secretary Dries
 - l) A/R Log Review
- IV. Vote to Adjourn to Executive Session for CC&R Issue

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

Monday, April 17, 2023, 6:00 P.M.

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

Name		Name		Name	
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		Daniel Lowe Director	

II. CONSENT ITEMS

- a. Agenda of Regular Meeting – April 17, 2023
- b. Minutes of Regular Session – March 20, 2023
- c. Minutes of Work Session – April 3, 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. Steel Stampede Update

V. OLD BUSINESS

- a. AR Log

VI. NEW BUSINESS

- a. CRR Policy and Procedure Update
- b. Resolution 2022-06-20-C Harassment and Intimidation Policy Revision

VII. SECOND READINGS

VIII. FIRST READINGS

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 – May 1, 2023

XI. ANNOUNCEMENTS & WRAP-UP:

XII. VOTE TO ADJOURN TO EXECUTIVE SESSION IF NEEDED

CROOKED RIVER RANCH C&MA BOARD MEETING

AGENDA ITEM SUMMARY

Meeting Date: 4/3/2023
Meeting Type: Regular
Department: Road Maintenance
Staff Contact: Jordan Jones
Estimated Time: 5 minutes

ITEM TITLE: AFE # 284 – Road Materials Purchase

ACTION REQUESTED: Approve AFE # 284 for the purchased of road maintenance materials.

ISSUE STATEMENT: The Road Maintenance crew is ramping up to begin the annually scheduled maintenance and improvement on CRR roads. This AFE provides for the purchase of materials necessary to facilitate those efforts.

ATTACHMENTS: AFE # 284

DISCUSSION/FINANCIAL IMPACT: The requested amount of \$103,469.66 is balance of the total allotted \$156,000 in the FY 2022-2023 Adopted Operating Budget. Material will be used to complete maintenance and upgrading of various roads as well as replenish cinders for winter sanding of CRR roads.

Staff recommends approval of AFE #284.

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: 4/3/2023

AMOUNT OF EXPENDITURE: \$103,468.66

AFE NUMBER: #284

REASON FOR EXPENDITURE: To purchase road maintenance materials for FY 2022-2023

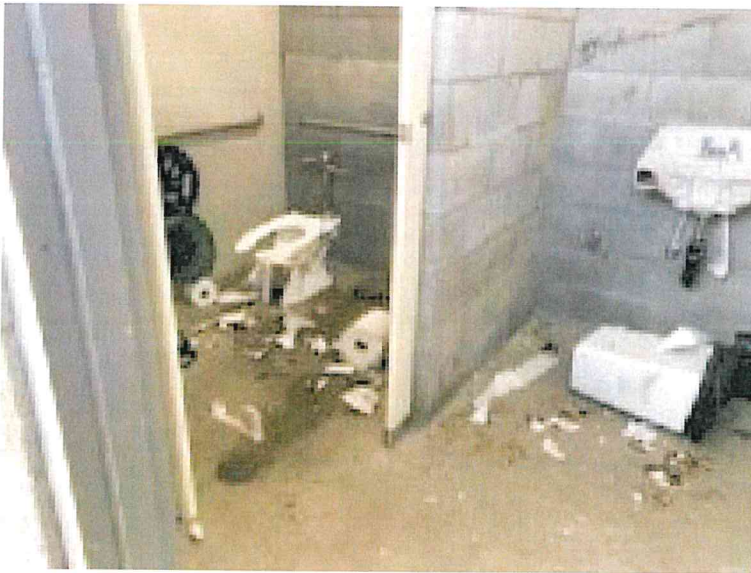
JUSTIFICATION FOR EXPENDITURE: Road Maintenance Department is requesting approval of AFE # 284 for the final purchase of road maintenance materials as allotted in the adopted FY 2022-2023 Operating Budget. These materials include various products such as ¾-0 reject for road rebuilding, cinders for sanding, crack seal materials, cold patch and asphalt patching for bigger areas. The request is for the balance of funds available.

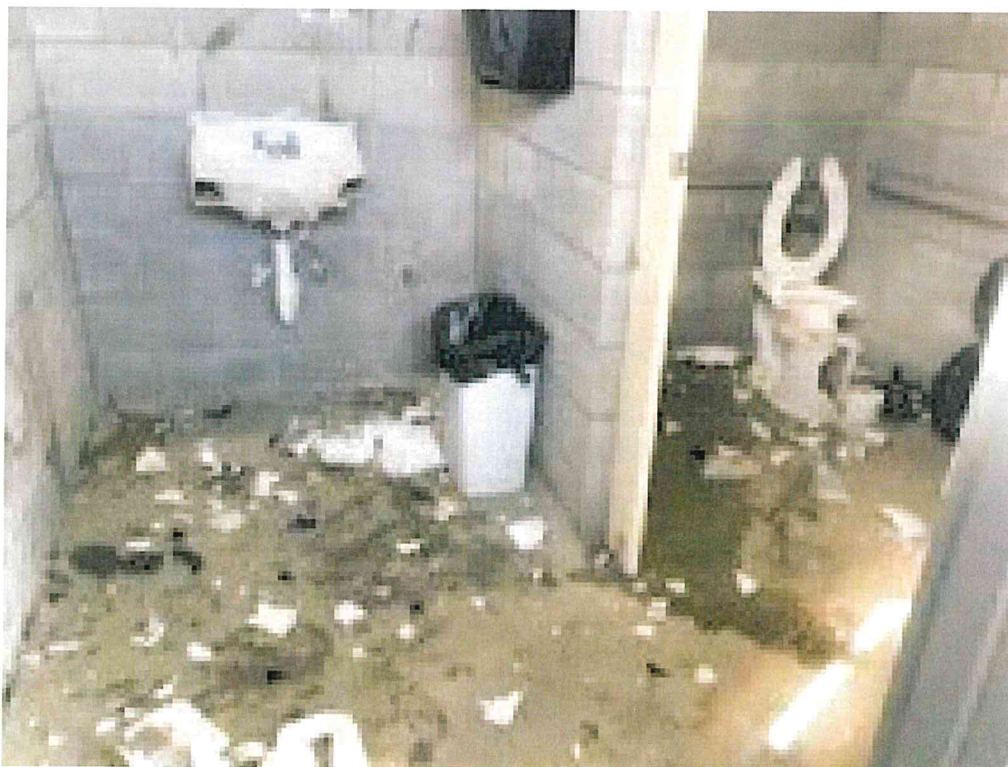
REQUESTING DEPARTMENT: Road Maintenance DATE: 4/3/23

SUPERVISOR: Jordan D. Jone DATE: 4/3/23

RANCH MANAGER: Judy LaPera DATE: 4/3/23

BOD OFFICER: _____ DATE: _____





AR Log for April 3, 2023

AR Log for April 3, 2023				
ACTION OFFICER (*CONTACT)	TASK	STATUS	TASK DESCRIPTION	COMMENTS
M Knoke Sheryl Jones	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
M Knoke Randy Peterson	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.
M Knoke Sheryl Jones	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. - 3/20/23 No change
K Vickery	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. Some additional question need answered.
M Knoke, M Dries, J Randall	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.