

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

Monday, July 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		Mike Carey Director	

II. CONSENT ITEMS

- a. Agenda of Regular Meeting – July 17, 2023
- b. Minutes of Regular Session – June 19, 2023
- c. Minutes of Work Session – July 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. CRR RV Park

V. OLD BUSINESS

- a. AR Log

- b. Candidate Questions for Candidates Forum

VI. NEW BUSINESS

- a. Review and Approval of Election Documents
- b. Opportunities to Reach and Recruit New Volunteers
- c. RV Park Break-Ins and Proposed Remedies

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 – August 7, 2023

XI. ANNOUNCEMENTS & WRAP-UP:

- a. Annual Meeting – August 19, 2023
- b. CRR Annual Yard Sale – September 8, 9, 10

XII. VOTE TO ADJOURN TO EXECUTIVE SESSION FOR LEGAL AND CC&R ISSUES

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR SESSION BOD MEETING JUNE 19, 2023

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

Monday, June 19, 2023, 6:00 PM

I. CALL TO ORDER: The Meeting was called to order at 6:00 pm by Vice President Erdekian

a. Roll Call:

b. Pledge of Allegiance

Association Board Members:

Name		Name		Name	
Kari Vickery President	X	Ara Erdekian Vice President	X	Mike Dries Secretary	X
Randy Peterson Treasurer	X	Sheryl Jones Director	X	Sarah Woolverton Director	X
Julia Randall Director	X	Robert Beveridge Director	O	Michael Carey Director	O

II. CONSENT ITEMS -

- a. Agenda of Regular Meeting – June 19, 2023
- b. Minutes of Regular Session- May 15, 2023.
- c. Minutes of Work Session – June 5, 2023.

A motion to approve the above consent items with adding Executive Session for legal issue was made by Director Sheryl Jones and seconded by Secretary Mike Dries. It was a unanimous decision to approve.

III. COMMITTEE & STAFF REPORTS –

Ranch Manager LaPora noted that the RV Park and Golf both were highly successful in the month of May.

IV. RANCH MANAGER's REPORT:

- a. Collections Report: Ranch Manager LaPora reported that administration mailed out the semiannual HOA invoices and has been busy processing the payments. The Pay Now button on the website is up and running with good activity in online payments.
- b. Ranch Clean Up Day: Tire drop off, Lions Club Limb Dumb and Shred were all utilized by the community. Ranch Manager LaPora gave kudos to two individuals that stepped up when there was a need for more volunteers. Thank you to Vice President Erdekian and Director Woolverton for providing and serving lunch to the workers.

V. OLD BUSINESS

- a. Annual Election Application Status: Secretary Mike Dries reported that there is still one position open for the Board of Directors. He is not receiving call backs and is not having success in recruiting applicants. A motion to extend the deadline until July 3, 2023, was made by Director Sheryl Jones and was seconded by Treasurer Randy Peterson. It was a unanimous decision to approve.

VI. NEW BUSINESS

- a. Treasurer Randy Peterson advised that the Lion's Club had 9 trees removed from the Lion's Memorial Park due to diseased trees. They reached out to OSU Outreach program that did an assessment and determined there is not anything that can be done. The Lion's Club wishes to replace the trees removed. Resident Kent Inman, who has a background in forestry, offered to assist in researching possible solutions to the problem or alternative trees that are more resistant to disease.

VII. SECOND READINGS:

- a. CRR Policy & Procedure Manual –
Approval delayed until July 3, 2023 per Director Jones' request for more research.

VIII. FIRST READINGS:

Nothing to note.

IX. Public Input - John Stevens, Herb Parker and Birk Lowrie all spoke.

X. PREVIEW OF WORK SESSION – July 3, 2023:

- a. CRR Policy & Procedure Manual
- b. Annual Election Application Status

XI. Announcements:

Nothing to note.

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

A motion to adjourn the Regular meeting and go into Executive Session was made by Director Sheryl Jones. It was seconded by Secretary Mike Dries. It was a unanimous decision to approve. The Regular meeting was adjourned at 7:15pm

Vice President Erdekian reconvened the open session at 7:30pm. Director Randall made a motion to approve an easement in favor of Crooked River Ranch Water Co. for the purpose of installing a water line tax lot 131215A004700 currently owned by Mac Investments LLC. in exchange for an easement for the cluster mailboxes located on said property at no cost to the Association. Motion was seconded by Secretary Dries. Director Jones made a motion to adjourn the open session at 7:34pm. Motion was seconded by Vice President Erdekian. It was a unanimous vote to adjourn.

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR BOD MEETING JULY 17, 2023

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS
WORK SESSION
MONDAY JULY 3, 2023 - 10:00 A.M.**

I. Call to Order: The meeting was called to order at 10:00 am.

II. Roll Call: It was noted that all Directors were present.

III. Special Topics:

a. Regular Board Meeting Agenda Review – July 17, 2023: Additions to New Business: Opportunities to reach and recruit new volunteers.

A motion to approve the agenda of July 17, 2023, was made by Director Woolverton. It was seconded by Director Jones. It was a unanimous decision to approve.

b. Introduction of Kathleen Rafiq – New Telegraph Editor: Kathleen Rafiq was introduced as the new Telegraph Editor who replaced Phyllis Carlin who recently retired.

c. Barn Dance/Independence Celebration Recap: Ranch Manager LaPora reported that the Barn Dance was a huge success, and she plans to book Kristi Kinsey and the Band for next year. The Parade went well with a few hiccups, attributed to volunteers backing out at the last minute or being no-shows. The Events Committee will meet Thursday to discuss ways to make improvements.

d. Announcement of Slate of Candidates by Nominating Committee: Secretary Mike Dries, a member of the Nominating committee announced the following candidates.

ARC: James Hussey, Mike O'Brien, Nancy Lutz, Gail DesBrisay and Malcom White

BOD: Mike Carey, Bob Beveridge, and Kelly Davis

e. Draw for Order of Candidates on Ballot: A drawing of names revealed their place on the ballot.

ARC: 1) James Hussey; 2) Nancy Lutz; 3) Mike O'Brien; 4) Malcom White; 5) Gail DesBrisay

BOD 1) Mike Carey; 2) Kelly Davis; 3) Bob Beveridge

f. 2023 CRR Election Schedule: Ballots will be mailed to all eligible property owners on July 31. Ballots must be received by accounting firm by the end of day August 31, 2023. Ballots can be mailed in or dropped off at one of the three boxes on the Ranch. 1) Administration Office; 2) upper kiosk on Chinook; 3) Old Fire Hall. Ballots must be dropped by 4:00 on August 31, 2023, in order to be counted. Past due accounts can be paid current and will be issued a ballot upon receipt of payment. Results will be announced during the Work Session on September 6, 2023.

g. Candidates Forum: The Candidates Forum will be held at 4:30 pm prior to the regular Board Meeting on July 17, 2023. Board members were asked to provide 3 questions to Ranch Manager LaPora by Friday July 7. These questions will be forwarded to the candidates in preparation of the Candidates Forum.

h. Policy and Procedure Manual: A motion to approve the revised Policy and Procedure Manual was made by Director Jones. It was seconded by Treasurer Peterson. It was a unanimous decision to approve.

i. A/R Log:

#1, 2 & 3 Status: Will possibly hold until November pending approval of M Knoke, General Maintenance Supervisor.

#4 Comments: K Vickery will check in next week with owners. 7.3.23

j. Trees at Lions Park: Treasurer Peterson reported that OSU has examined the trees at their park and determined that they must come down. They are infected with a fungus. There was discussion about the type of tree and combining the purchase of trees along with the RV Park for a bulk rate. A suggestion was made to submit a request to the Ranch Enhancements Committee to pay to purchase the trees.

k. Street Sign Visibility: Treasurer Dries noted that a resident is willing to trim back branches that block visibility on street signs. Residents can call the Admin office to let them know of a street sign needing attention.

IV: VOTE TO ADJOURN TO EXECUTIVE SESSION IF NEEDED

A motion to adjourn the Work Session was made by Director Jones. It was seconded by Treasurer Peterson. It was a unanimous decision to approve.

The Work Session was adjourned at 10:45 am

To: Crooked River Ranch BOD
Fr: Judy LaPora, Ranch Manager
Date: 7/10/23
Re: Administration Monthly Report for June 2023

Significant Events/Accomplishments:

- Phyllis Carlin, our Telegraph Editor, let us know that she would be retiring after the July Telegraph was completed. While I understand her desire to retire, she will be missed! I put out the call for a replacement and was able to interview three candidates. One candidate stood out and I was able to hire her. Kathleen Rafiq started on June 15 and was able to get some training in with Phyllis. She also completed an online course in Publisher. I am feeling good about the future of the Telegraph.
- We had a nice going away party for Phyllis on June 29 which was well attended. We wish Phyllis the best in her future endeavors.
- A significant amount of time was spend preparing for the Independence Celebration. Brenda took the lead on the event with help from the rest of the Admin team and General Maintenance. Even with multiple calls for volunteers, we were short volunteers for several assignments. It is extremely difficult to put on events for the community when staff has to carry the load while still doing their full-time jobs. The Barn Dance held on June 30 was a huge success. Kristy Kinsey and the Band played, and the crowd danced the night away. In addition to the Independence Celebration, Brenda cleaned and organized the kiosks, installing five ad signs that she sold. She attended two BOD meetings and wrote an article for the Redmond Chamber newsletter about the CRR Golf Course. She continued her activities on social media and providing customer service.
- Kara processed 10 HOA demand requests and 14 changes of ownership. She also completed 65 auto-debit billings for the 5th and 65 for the 20th of June as well as 103 monthly billing invoices and 12 newsletter accounts. She was able to collect \$5134 from seriously past due accounts not with the collection attorney. Attorney accounts paid \$721. She filed one lien release, one lien filing, 2 Intent to Lien letters, sent one to collection. She also processed 4 CC&R complaints, processed, and mailed 6 CC&R letters and 8 inspection reports.
- With semi-annual billings out, Tammy was very busy, processing 1,675 payment transactions. She mailed out 15 Welcome Packets in addition to her daily duties of first line customer service both walk ins and phone. She made 29 replacement membership cards. She also answered questions and handed out Summer Rec applications, Independence Celebration vendor applications and parade applications. Tammy is a real gem to have at the front desk. Her demeanor and proficiency are impressive.
- Jan continued with her normal duties as well as preparing for annual audit.

Respectfully submitted,
Judy LaPora, Ranch Manager

June 2023 GENERAL MAINTENANCE REPORT

July 10th, 2023

All Areas: We addressed the issues from the Fire Marshals visit last month. Some exit signs needed new back-up batteries and some missing signage was needed on doors, i.e. a sign on the server room door saying "Fire Alarm Panel Inside", and another on the furnace room door which saying: "Electrical Panels Inside". Other departments corrected any items on the list as well.

RV Park: A camper in D Loop drove off with his water hose still connected and tore out a section of water line which required some backhoe work and PVC parts to fix. Some campers tried to use the valve boxes which house the water shut offs to dump their sewage. The lids on these will be secured to help prevent this mistake going forward.

Pool: The pools are running well with no major failures as of today. The new ADA lift was delivered and is scheduled for installation on July 17th. This requires demolition of a six-foot square section of concrete deck and installation of a mounting plate with new reinforced concrete. New AED pads were installed in the swimming pool's unit. The propane service was switched over to Co-Energy Propane and a new 1000 -gallon tank was installed. New umbrellas and gazebo tops were purchased and put in place.

Snack Shack: To address some electrical concerns in the shop, we had an electrician look at the possibility of moving some dedicated outlets around inside the kitchen to more efficient locations, and possibly adding a circuit if needed. This was another issue the Fire Marshal noted. We provided some drain cleaning enzyme for the shop, which is pumped into the sink drains with a small pump and timer.

Irrigation: Some leaking irrigation lines were repaired in Commercial Park and at the ball field. A main irrigation valve was replaced at the ball field. The pop-up sprinklers in the paddock at the Heritage House needed to be blown out.

North Pasture: We have one more ten-foot section left to complete the 670 feet of North Pasture fence. It will be stretched and tensioned after that.

Lower Pastures: Approximately twenty additional acres have been mowed between Buffalo Place and the Crooked River Rim. Another smaller section was done between Buffalo PL. and Chinook Rd. North of the Heritage House.

Parking Lot: The employee parking area and a section of the road to Golf Maintenance and the member cart barns was re-paved and new parking stops were installed and lines were painted.

General: We helped prepare for the Independence Day celebration, parade, and Barn Dance, and cleaned up afterwards. We rebuilt the Barn Front and placed it at the entrance to Mac Park and towed the bleachers from the ball field to their location for the parade. Arena harrowing continues on a weekly basis.

Respectfully Submitted by: Michael Knoke



To: Judy LaPora, Ranch Manager
CC: Kari Vickery, President CRR C & MA
From: Randy Ballard, PGA
Subject: June Update of Operations
Date: July, 2nd 2023

Golf Shop Operations

Overview:

June was great! Lots of good groups and happy customers. Temps for the month were wonderful except for 3 days that were below 64*, the 18th-20th; we had a frost delay on the 19th if you can believe it.

Significant Events/Accomplishments:

- \$27,428 more in total revenue than June 2022
- 260 more paid public rounds YoY (Rack/Discounted)
 - Resulting in \$23,972 more dollars from those rounds YoY in just green fees
- Annual Passes: We sold another 26 passes for \$26,106 this month bringing the total to over \$200k for the year.
- We've started off hot with a \$40,500 buffer already in total revenue over last year in the first two months YoY
- Merch has continued to sell at a good pace

Opportunities:

- We have big groups coming up in July that will produce good revenue.
- I've begun playing with the marketing platform more and exploring new trends, ideas and businesses that can help get CRR in front of more eyes

Potential Shortcomings:

- As noted in the previous months report: I would like to inquire about our internet service and provider. I am constantly testing our speed on my Chrome browser and get anywhere from 23-28mbps download speed. foreUP only requires 25mbps to run, but what I didn't realize is that is the absolute minimum needed and we are constantly running frustratingly slow. Most businesses are running 600mbps – 1gig, I would be happy if we could get 300-600 mbps.
 - I have 300mbps at home for under \$100/month with TDS, who does service Terrebonne and offer Business packages.
- When do the fires and smoke come? We hope we don't experience that this year, the less smoke the more dollars in our pockets.

Looking Forward:

- Staffing: I was able to find another outside kid that wants to work a few days a week. He started today, 7/2, hopefully does well and we can keep him around!

Best,

Randy Ballard, PGA

CRR GOLF SHOP MONTHLY SALES REPORT

June 2023

Golf Shop Sales Report

June	2023	2022	% Chg
Days Closed:	0	0	0.0%

REVENUES	June '23	June '22	Variance	% Chg	YTD	Previous YTD	Variance	% Chg
Greens Fees	153,167.80	129,195.00	23,972.80	16%	269,827.80	230,275.50	39,552.30	14.66%
Annual Pass Revenue	26,106.50	25,952.75	153.75	1%	208,485.50	214,527.75	(6,042.25)	-2.90%
Cart Rentals	45,144.00	46,175.25	(1,031.25)	-2%	90,998.00	86,292.25	4,705.75	5.17%
Merchandise Sales	37,683.20	36,722.05	961.15	3%	66,937.52	61,831.30	5,106.22	7.63%
Driving Range	7,376.50	5,967.00	1,409.50	19%	11,975.50	11,564.00	411.50	3.44%
Cart Storage Fees	2,737.50	500.00	2,237.50	82%	30,142.50	33,077.00	(2,934.50)	-9.74%
Miscellaneous Sales	11.50	287.00	(275.50)	-2396%	231.50	438.00	(206.50)	-89.20%
Totals	\$272,227.00	\$244,799.05	\$27,427.95	10%	\$678,598.32	\$638,005.80	\$40,592.52	6.0%

GOLF ROUNDS	June '23	June '22	Variance	% Chg	YTD	Previous YTD	Variance	% Chg
¹ Rack Rate Rounds	1,222	1,431	(209)	-17.1%	2,263	2,577	(314)	-13.9%
² Prop. Owner Rounds	140	108	32	22.9%	254	228	26	10.2%
³ Discounted Rounds	2,041	1,572	469	23.0%	3,800	2,724	1,076	28.3%
⁴ Annual Pass Rounds	1,677	1,929	(252)	-15.0%	3,409	3,689	(280)	-8.2%
⁵ Employee Rounds	79	47	32	40.5%	131	86	45	34.4%
⁶ Industry Comps	31	25	6	19.4%	65	38	27	41.5%
⁷ Donation/Trade Rounds	130	144	(14)	-10.8%	182	232	(50)	-27.5%
Total Rounds Played	5,320	5,256	64	1.2%	10,104	9,574	530	5.2%

Punch Cards Sold	2	11	(9)	-450.0%	13	20	(7)	-53.8%
2022/23 Golf Passes	Property Owner			Outside Passes			Total Passes	
	This Month	T-M-L-Y	Diff.	This Month	T-M-L-Y	Diff.	This YTD	Last YTD
P.O. Single	12	14	-2				94	91
P.O. Couple	8	5	3				62	75
PO Junior	1	1	0				2	1
Non-Prop Single Full				1	1	0	14	18
Non-Prop Single Wkdy				1	2	-1	16	16
NO Couple Full				2	5	-3	13	18
NO Couple Wkdy				1		1	4	3
NO Junior						0	0	0
NO Afternoon ONLY					2	-2	0	6
						0		
Totals	21	20	1	5	10	-5	205	228
	This Month	Last Year	Difference	% Chg	This YTD	L- YTD	Difference	% Chg

¹ Includes weekday and weekend rounds for juniors, seniors and regular guests at regular posted rates.

² Weekday and Weekend rounds at posted property owner rates.

³ Includes all promos, specials & twilight rounds at regular posted rates.

⁴ All rounds that are discounted including large groups, special member events, visitations, etc.

⁵ All Annual Pass Rounds

⁶ All Employee rounds

⁷ All Industry comp rounds

⁸ Donations and Trades

TO: Judy Lapora, CRR Administrator
FROM: Richard Jensen / Golf Maintenance
Date: 7-11-2023
RE: monthly report

Overview: Maybe the gremlins have retreated??... our weather station recorded the entire month of June, yay!! For the period we were five degrees above historic averages for both high and low temperatures. After two months of receiving measurable precipitation, we did not get that lucky for a third month in a row. Our station did not record a single drop of rain for the period. Available labor for the month was very challenging. We had several days that we were short of staff due to scheduled vacations. With our labor situation, anytime someone misses a day of work it creates a challenge to cover all aspects of daily course maintenance. This leaves very little time for projects, but we did initiate some minor projects. We did have one new hire that ended up not working out. The individual only wanted to be on the team as a mower operator. After two weeks of pretty much constant training and mower operations, we came to a mutual decision that this job just wasn't a good fit for him and wished him good luck in his future endeavors. We will continue searching for additional seasonal staff to finish out the remaining growing season.

Significant Events/Accomplishments: Central Oregon Pavement Solutions repainted all cart crossings on Chinook and Clubhouse roads and freshened up some of our directional statements in the rental cart parking area. He also repainted the admin employee parking following the repaving of this area. I spread our spring wall-to-wall fertilizer application at rates of .75# nitrogen on the front and 1.25#N on the back nine for a total application of 4 tons. I began attacking the broadleaf weeds in our native areas until the sprayer pump gave out. Once the replacement pump arrives, and the weather's conducive, I will resume these applications. Our cold patch finally arrived, and we began repairing cart paths, getting the worst areas on the back-9 first. The largest areas that required filling were located on holes 10, 15 and 18. This made these areas a much smoother ride for all. We will continue doing this until we run out of cold patch material, money budgeted for this or the weather changes. We are a little over halfway through the first sprinkler head trimming of the season. I've stated it before, during the growing season this task is akin to painting the Golden Gate Bridge... once finished it's time to start all over again. All greens received the following applications: three fungicides, two at preventive rates, one at curative rates for fairy ring control, three foliar fertilizers at light rates, two herbicides for moss control and two wetting agents. I also made a foliar fertilizer/wetting agent application to our approaches and some green surrounds.

Opportunities: Taking the opportunity to concede that I just do not have time to perform pond maintenance anymore and hiring a company to take over this task. Aquatechnex has only made one application for aquatic weed and algae control, and I can already see a difference in water quality. With the heat we experience this time of year algae blooms have become a regular occurrence. We had one minor bloom earlier this season and the water in #8 pond began to become cloudy. Following the first application, the water clarity improved, and no visible algae blooms occurred. This is the water we apply as irrigation to the golf course turf. Algae contains cyano bacteria which can have a detrimental effect on turf growth and appearance. I look forward to improved turf quality from employing these control strategies.

Potential Short Comings: Labor, or lack of it, (do I sound like a broken record yet?) continues to be our greatest challenge.

Looking forward, continued work on cart path repairs, tree pruning, irrigation repairs and maintenance are planned for the next period.

Respectfully Submitted,
Richard Jensen GCS

TO: Crooked River Ranch Board of Directors

FROM: Road Department

DATE: 7/10/2023

Re: Monthly Report for June 2023

Overview: Road Grading and Vehicle Maintenance

Road Maintenance: Our daily duties include fueling equipment, setting out signs and the porta potty, watering roads and transporting equipment continue. We were able to water, grade and roll several roads. They are as follows: Puma, Blue Jay, Dove (south, middle and north) Chukar, Sparrow, Chickadee, Sand Ridge, Golden Mantle, Stallion, Maverick, Buckskin, Prairie to Onyx, Onyx, West End of Groundhog, Broken top, Chipmunk, Antelope. The very east end of Antelope had washed out due to heavy rains, so we dumped and spread 31 loads of gravel. We dumped and spread 3 loads of gravel at the mailbox clusters located at Rainbow and quail, Parkey and Quail, and Cinder and High cone. We set up to crack seal and the machine plugged up again. We got it unplugged and will try again later in the year or when some cooler weather rolls in. We think the problem was just a bad bunch of material, so we are hoping for the best with the new material.

Vehicle Maintenance: We performed full services on the Roller, 260 Excavator, and # 1 Water truck. We also changed the oil on the Chevy 3500. All 4 were also Power washed and greased after servicing. We replaced the hood lift cylinders on the Roller. We also power washed our equipment trailer so we could oil the wood decking. We washed and greased the 770 grader 2 times and rotated the blades out. We relaced a brake light on D/T #4

Misc.: We dumped, spread and rolled 1 load of gravel at the RV dump station. We removed 3 trees in the ROW on Shad to improve sight issues. We installed a culvert on Steelhead to help control some flooding issues. I called for a locate on Nighthawk in preparation for some long overdue ditch work coming up in July.

Deer: We picked up one deer this month.

Signs: Still waiting on the speed signs for Sundown Canyon so we can get those signs put up.

Town Trips: I made three trips to town this month for parts and materials.

Respectfully

Jordan Jones / Road Supervisor

RV Park – MONTHLY REPORT – JUNE 2023

OVERVIEW:

As I sit and reflect on the month of June I am struck with 2 things. Number one: People LOVE this park. June sees many family groups who have been coming for over 20 years. They are making the adjustment to online booking, and many of the key organizers in the family are ready to step down and let the younger ones take over. Number two: We have many friends in this group, with relationships built over time. They also have developed a competitiveness for getting their favorite site before one of the other groups gets it. I AM THANKFUL FOR ONLINE RESERVATIONS!

INCOME:

The dump station is being used more than I expected. An interesting difference between this year and last year is the number of one-night stays. We are seeing a lot of reservations for people just passing through. In previous years we did not allow one-night reservations on weekends but with the online system, they can reserve any available date. I think this will work in our favor this year, as it increases our occupancy in general.

	<u>2022</u>	<u>2023</u>
Camping:	\$60,228.12	\$88,634.20
Extended Stay:	\$700.00	\$ 1,300.00
Merchandise:	\$ 860.00	\$ 1,277.00
RV Park Income:	\$ 617.50	\$ 75.00
Dump Station:		\$ 676.00
Reservation Fees:		\$ 2,328.00
TOTALS :(BEFORE TAXES)	\$62,405.62	\$94,344.20*

*These numbers reflect deposits for future reservations

PROJECTS:

Our infrastructure needs attention. Some of our fencing has fallen down with rotted posts. We are replacing the outside counter and sink the tent campers use near the bathhouse. It will see constant use until fall. We still have some areas that the weeds are winning, but that will end in July as the heat slows down the growth and our awesome maintenance guys get the upper hand.

Submitted by:

Julie Inman

RV Park Supervisor

Crooked River Ranch & Maintenance Club
AGENDA AND MINUTES
THE ALTERNATIVE FUNDING COMMITTEE

Thursday, June 1, 2023, 10:12 am.

Type of meeting Regular

Meeting Chair Sheryl Jones

Committee Members

Sheryl Jones – Chairperson Julia Randall – Vice Chair Anne Light – Associate
Burt Thompson – Associate Bork Lorie - Associate

Speakers (must be approved prior to meeting)

Please sign in and state topic of interest.

Personnel / Member of CRR BOD

Please sign in

Other Observers (must be approved prior to meeting)

Please sign in

Secretary

Attendees Sheryl Jones, Julia Randall, Ann Light

Absent: Burt Thompson, Bork Lorie

AGENDA

I. Call To Order 10:17 am

a. Roll Call

 *Committee Members See Above

 *Additional Attendees No additional attendees

b. Current Agenda – June 1, 2023

 *Review Agenda Reviewed

 *Additions / Deletions None

c. Minutes -February 1, 2023

 * Read / Revisions Minutes reviewed and

 *Approval Approved as written

II. Old Business

 a. Confidentiality Forms Outstanding is Bork Lorie and Burt Thompson

b Additional topics or action items

* Current none

* Future none

III. Grants In Process

a. Ongoing Grants – None submitted or awarded

IV. New Business

a. Review of Sam.gov and Grants.gov

b. Walked through steps to sign up for accounts and currently waiting for account approvals

c. Reviewed future grants. Main areas of interest;

1. Fire Mitigation

2. Electric Charging stations

3. Viability of areas in upper ranch for development of small business, food service and rest areas.

4. Each member to come back with 5 proposed projects for review.

d. Forms and binder given to Ann Light.

V. Additional Action Items or Items of Interest Please limit time to 5 minutes and come prepared with specifics on topic(s)

a. No additional attendees

b. n/a

VI. Wrap-Up

a. Open Discussion General discussion on availability of Grants and Process to apply.

b. Additional topics or action items

* Current none

* Future Grant wish lists due July 7, 2023

c. Next Meeting Thursday, August 3, 2023, 10:00 am. Juniper Room

VII. Vote to Adjourn 11:13 am

PERSONAL NOTES:

ARC Minutes of New Applications on June 12, 2023

Members: Gail DesBrisay(Chair), Nancy Lutz, Jim Hussey(Excused)
Mike O'Brien, Malcolm White(Excused)
CC: Judy LaPora, Mike Dries (Liaison).

Guest:

Minutes from last meeting: Approved by Mike O'Brien. Second by Nancy Lutz.

New Applications:

14231 SW Chinook Dr. Rodgers. Ph #16. Lt #003. Fence Black Chain Link.
Approved

14438 SW Noah Butte Dr. Sweet. Ph #08. Lt #292 Garage/Shop .Approved

15001 SW Maverick Rd. Kelly. Ph #03. Lt #326. Pole Barn. Approved

14596 SW Chickadee Rd. Saddler. Ph #02. Bl #42. Lt #11. Pole Barn. Approved

14509 SW Stallion DR. Peterson. Ph #03. Lt #44. Fence. Approved

Notice from Deschutes or Jefferson County: 0

Verification of completed Application: 0

Next meeting on June 26, 2023 @ 3PM in Adm Office.

ARC Minutes of New Applications on June 26, 2023

Members: Gail DesBrisay(Chair), Nancy Lutz, Jim Hussey(Excused)
Mike O'Brien and Malcolm White.

CC: Judy LaPora. Mike Dries-Liaison

Guest:0

Minutes for last meeting: Minutes approved as written by Malcolm White, and second by Nancy Lutz.

New Application:

12115 SW Danes Pl. Nichols. Pt #13. Lt #003. Fence. Approved

**13584 SW Chipmunk Rd. Henderson. Pt #02. Bl #56. Lt #10.
Lot Improvements. Approved**

Notice from Deschutes or Jefferson County: 0

Verification of completed Applications: 18

Next meeting on July 10, 2023 @ 3PM in Adm. Office.

CROOKED RIVER RANCH

CC & R Review Committee Minutes

June 20,2023

In attendance: Chair, Stephanie Proffitt, V Chair, Mel Tellinghusen, Sec., Judy Gilliland, Mark Schneider, Gail DesBrisay, Jodie Gmeiner, Norm Sharp, Jim Stagl, CRR Admin Rep., Kara Burkhart, Jeff Co Rep, Scott Edelman & BOD Sheryl Jones

1. Consent Items:

- A. Agenda for today's meeting.
- B. Minutes for May 16,2023 meeting: motion to approve by Jim Stagl & 2nd by Stephanie Proffitt, Unanimous to approve.

2. New Business:

- A. Review of New Complaints
 - 1. 23-18– Auto repair shop being run out of residence (unverifiable). Lots of noise & activity all day & loud music & tools late hours (not verifiable on 2 inspections). Lots of traffic (none observed). Lots of vehicles on property (all appear to be in working condition & parked neatly). Construction debris (none, maybe some pvc pipe up against shop). Deemed invalid at this time.
 - 2. 23-19 – 2 broken down vehicles (yes) & equipment (none seen). Garbage (none seen). Overall, the property does not appear to look bad. Letter to complainant to file with County.
- B. BOD Sheryl Jones conducted the annual audit of our committee.

3. Old Business

- A. Active 2022 CC&R
- B. 22-15 – debris & trash. letter sent. County states this is a building site. Has asked, verbally, to keep cleaned up. No progress. Building is complete but still no Occupancy permits granted as of 6/20/23 but residents are living in home. Scott stated county might force temp. permit. Continue to monitor.
- 1. 22-30 –Several inoperable vehicles/debris. Judy viewed & confirmed 5-7 vehicles (unable to verify if operable), utility trailers & a questionable working hot tub. Sent letter. Resident asked to talk with CCR committee & Mel & Judy met with her 9/12. She stated all vehicles are operable. Son is sorting metals. We asked if we could meet & discuss with son. Her son did not want to meet with us. Mel drove by that afternoon & did talk with him. Progress but slow. Kara sent letter with time frame for compliance. Also, on Jeff Co. log. Jeff Co had provided 2 dumpsters & were not used. County gave them a **3/31/23 timeline** for full cleanup. County had closed but we feel it does not have significant improvement. County will check again & consider reopening. Continue to monitor.

C. CC&R 2023

1. 23-08 – 2 large tent structures missing material due to weather. Debris, junk, garbage & household items. Some progress made but not significant. Scott will look at & we will follow up mid-July.
2. 23-12 – Don't Tread on Me flag, verified. Trash & trailer with blowing trash (yes, trailer, no garbage observed) Unstacked wood with unsecure tarp blowing (verified). Wood will be stacked. Trailer used as family housing, county issue. Letter sent & a conversation with property owner. Per property owner, trailer is not being lived in. Several inspections were unable to see what is on the flag. Close as unverifiable.

D. Policy on Committee filing complaints. (Sub-committee?)

Stephanie, Mel, Jody & Judy will meet & discuss possible options for the committee members to be able to file complaints.

E. Open Violation

1. 21-46, 47&48, & 22-03&21 –In January '22 lot was mostly cleaned up. Fine process stopped. New vehicles & garbage. Sent regression letter – 2 weeks to clean up or will be fined again. Property was cleaned up significantly. Looks like grandson has brought more in. Was given 2 weeks. Jeff Co sent letter with 'intent to cite'. Cleanup and county closed. April Committee noticed regression; letter sent & copy of inspection picture sent to Jeff. Co. Follow-up showed minimal change. County is going to look at possible reopening. Committee will take a report to the BOD and asked what next step is. Monitor.
2. 20-08 –6/22/22 deemed open violation by BOD. Mel and John have met with the owner. Mel connected him with a person who buys scrap metal and old vehicles. Some were sold. The owner asked to have 1 contact person, and all decided Jeff Co was the right fit. The owner is communicating with County each month and is making slow progress. This property will take several years to be completely cleaned up. John with county has left. Kara will ask Mel to reach out to the owner. Property is looking better on the Chinook side.
3. 22--25 –inoperable vehicles & old appliances. April/2023 BOD deemed Open Violation and fined. Monitor

F. Review Deschutes & Jefferson Co's Active Complaints

1. Deschutes – no updates
2. Jefferson – 20 complaints. 6 new, 3 updates & 11 no change (5 closed Since last meeting

Member Input: None

Next Meeting July 18, 2023 – 1:30pm – Juniper Room

PHASE REP QUARTERLY MEETING Minutes

July 12, 2023

MacPherson Park 6:00 pm

1. Call to Order: 6:01pm

Roll call: Members Present: Karen Atwood, Gina Anderson, Earleen Arthur, Wendy Beyer, Greta O'Brien, Barb Schlabach, Marilou Smith, Judy Wells, LynnDel Whitted

Members Absent: Kara Burkhardt, Delight Farmer, Robin Gaudette, Debbie Page

GUEST: Randy Peterson (Liaison), Julia Randall (HOA Board Member)

2. Approval of April 12, 2023 Minutes – Motion by Marilou, Second by Wendy. Unanimous approval.

3. Old Business

- a. New/changes email addresses from Admin/others: April 17; May 20; June 12; **Total = 49**
- b. Updated Owner List from Admin: April 9; May 10; June 14; **Total = 33**
- c. Karen reminded us to please read the phase notices before sending them out to ensure that they are current. If you don't get it sent in time for the event, don't send.

4. New Business

- a. Julia Randall completed the Annual Board Audit/Review
- b. Loss of Phase Rep – Cindy (prospects?). Karen reminded us to share information for anyone who might be interested in being a rep and said she will need backup for when people are going to be away.
- c. The CRR Website (Telegraph & BOD meeting links) is back on line so we will no longer be sending those out.

5. Open Discussion –

- a. Earleen said she is getting questions regarding the upcoming Annual Yard Sale. Karen said that Brenda Cooper is in charge this year. Folks can contact her and she will probably be sending information through the Phase Reps in the near future.
- b. Randy Peterson gave kudos to the group saying we do a fantastic job.

6. Announcements – N/A

7. Adjourn – 6:28pm

- a. Next Meeting October 11, 2023 at 6:00pm via Zoom

Respectfully submitted,

Gina Anderson
Phase 10

AR Log for July 17, 2023

AR Log for July 17, 2023				
	ACTION OFFICER (*CONTACT)	TASK	STATUS	TASK DESCRIPTION
1	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.
				5/15/23 - Supervisor Knoke continues to coordinate fire abatement efforts in coordination with the Fire Dept and Well Springs. Grant applied for by Alternative Funding Committee for CRR was denied. Grant was awarded to CRR Lions Group. Lions Club is waiting for check. 7/3/23 Check with Supervisor Knoke for status.
2	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
3	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 debris piles from the thinning project. 12/19/22 - two areas left to burn before completion. - 7/3/23 - Check with Supervisor Knoke for status.
4	K Vickery	Commercial Loop Improvements	On-Going	Clean up appearance of Commercial Loop.
				5/1/23 Conex painting should start soon and lessee is in discussion with owner concerning fencing. 7/3/23 President Vickery will check with owners.

Here is where we are on the AR items as of today, July 12, 2023

No. 1: I should have more information about the meeting with Sean Hartley and Tim Bell in the next day or two. We are trying to get together next week. Sean will have some input on properties the district has surveyed. I would like to explore doing the handwork in the steep area in Sundown Canyon to create the safety corridor we proposed two years ago, however I don't know how far the 20K left in the budget will go for hiring a hand crew. That's something for discussion in our meeting.

No. 2: There have been two large sections of the Lower Pasture mowed so far. I sent you the aerial photos for those. I am talking with Charlie Smith about several other small areas along Chinook which I would like to have mowed. I am waiting to see what the cost estimate is for what Tim and Sean and I produce before going ahead with more mowing. There is still 20K in the Fuels Reduction budget. We have been using our small brush hog around the perimeter of these sections and to mow around obstacles that the larger machine might encounter.

No. 3: I spoke with BLM Fire Management Specialist, James Osborn today about the status of the Steelhead Falls Fuels Reduction project. He said they have completed the burning on all units except for the two largest ones in the southern part of the ranch. BLM has plans to continue the project next winter. James mentioned that every February, grants become available for Fuels Reduction on areas of the ranch that have some impact on BLM lands. I believe he is talking about the grants available through the COIC partnership we have signed on to.

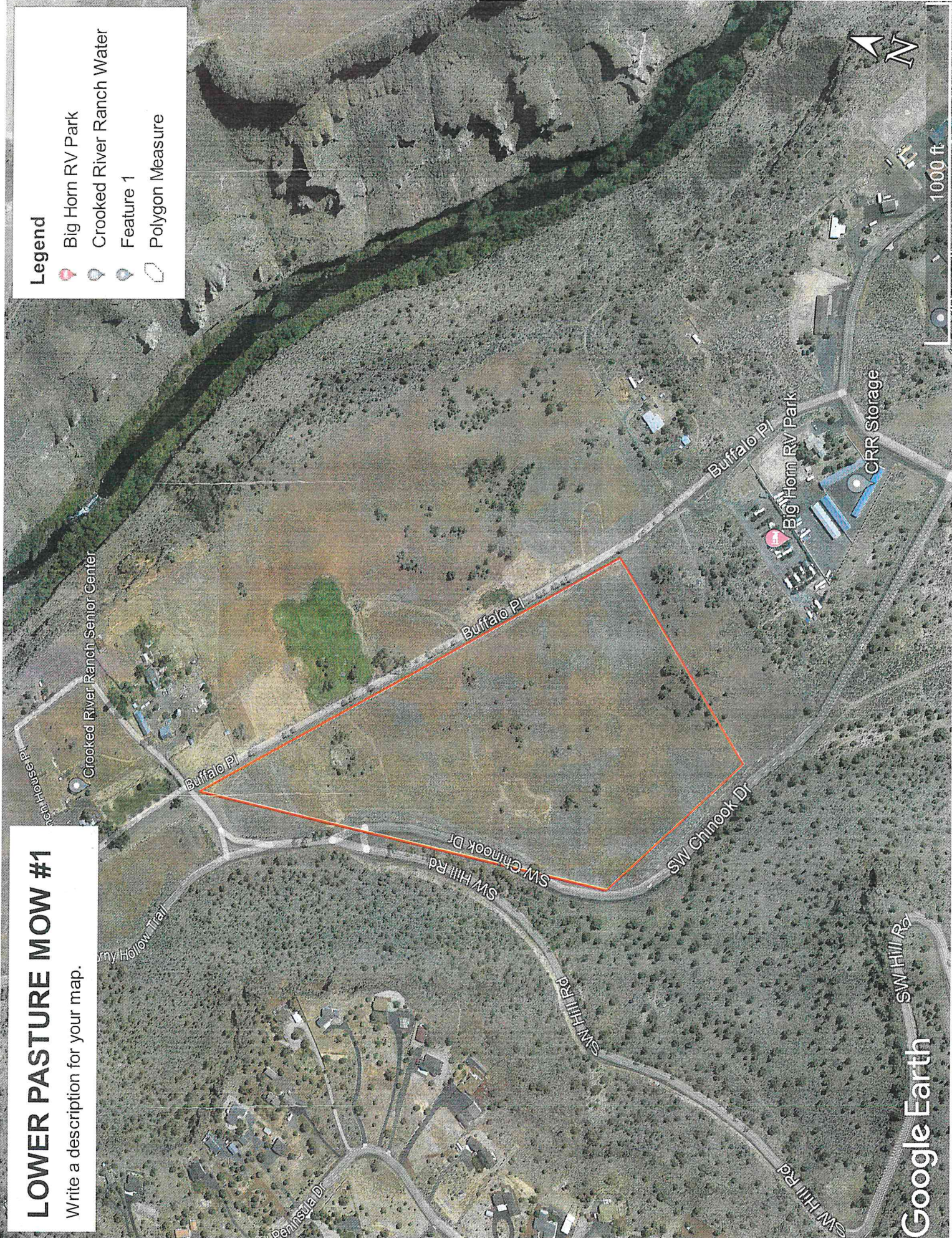
Mike Knoke
General Maintenance Supervisor

LOWER PASTURE MOW #1

Write a description for your map.

Legend

- Big Horn RV Park
- Crooked River Ranch Water
- Feature 1
- Polygon Measure

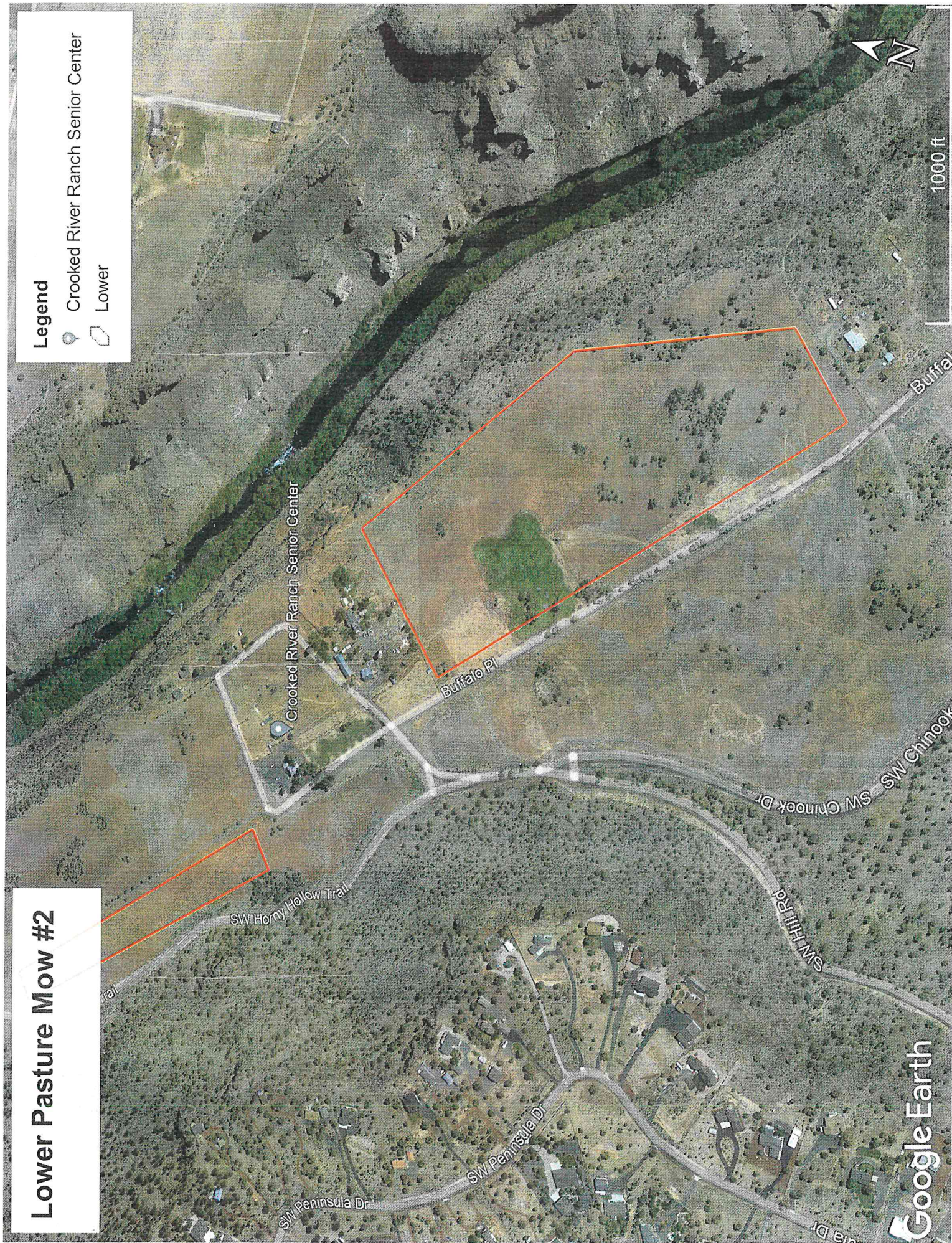


Lower Pasture Mow #2

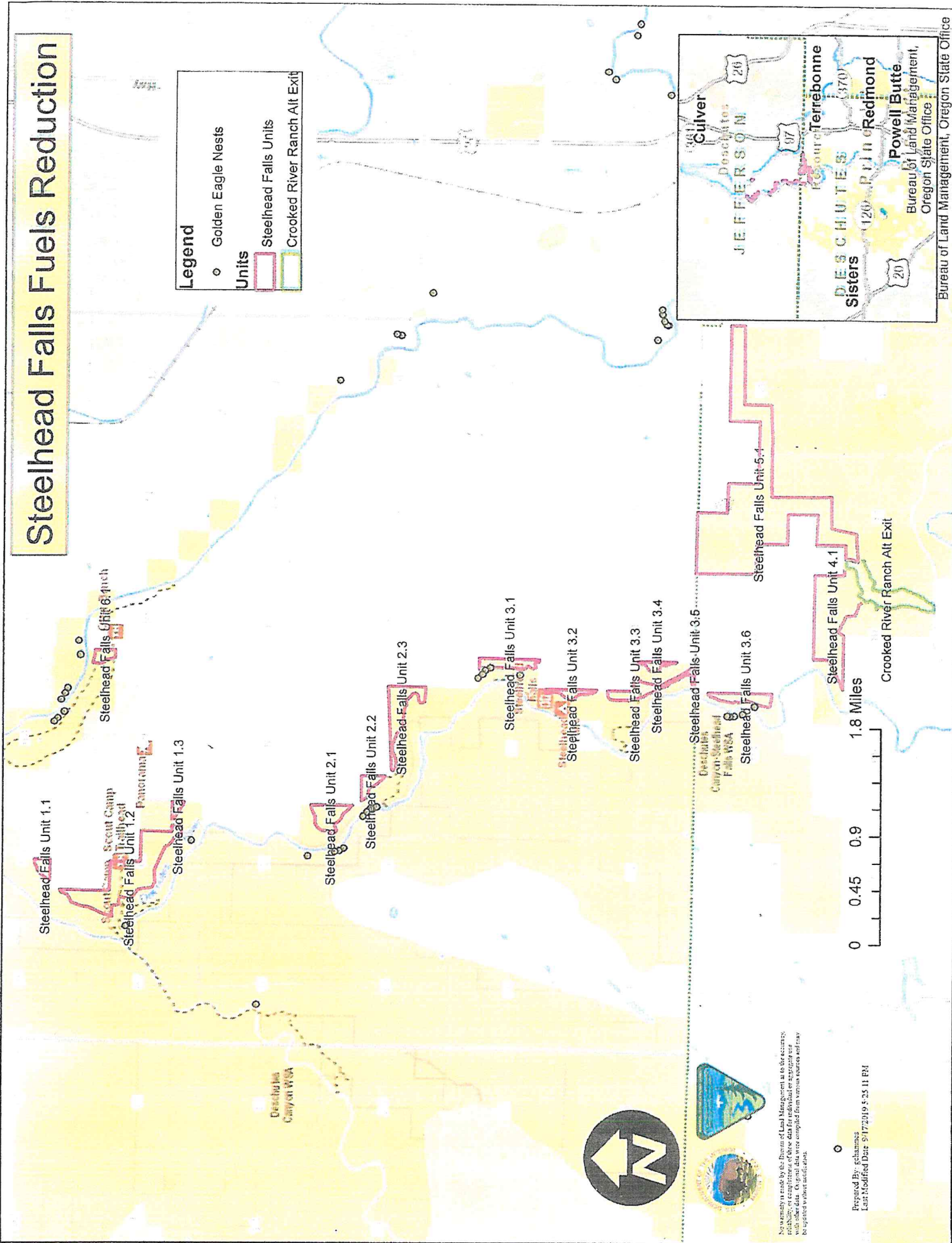
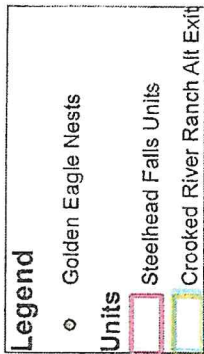
Legend

Crooked River Ranch Senior Center

Lower



Steelhead Falls Fuels Reduction



No warranty is made by the Bureau of Land Management as to the accuracy, reliability, or completeness of these data for individual or aggregate use with other data. All data were compiled from various sources and may be subject to future modification.

Prepared By: gchambers
Last Modified Date: 5/17/2019 5:25:11 PM

Proposed Candidates Questions

1. With a decreasing pool of volunteers on the ranch, how do we re-ignite the successful search and recruitment to help our operations?
2. Do you have any specific goals you wish to accomplish while you are on the BOD?
3. Referencing question 2, do you see a path the Ranch can take to be remain having a high quality of life standard?
4. Do you have any projects that you would like to see get started for the ranch?
5. What changes would you like to see concerning the ranch?
6. Would you be able to attend most meetings and be able to shoulder being on some committees?
7. There will be times when board members have to come together to make tough decisions, such as increasing fees. As a potential member will you be okay with being unpopular at times? You'll need to be able to think critically and do what benefits the Ranch as a whole, even if it means making some people unhappy.
 - a) Are you comfortable making hard decisions?
8. The HOA board is not a dictatorship. Homeowners put their trust in board members to look out for the best interest of the Ranch as a whole, not the board members own interests. Board members must be unbiased, carry their own weight, and align with the vision of the board and the Ranch even when it doesn't suit their personal interest.
 - b) Are you a team player?
9. Becoming a board member is about serving others with a common goal in mind for the Ranch. However, each member possesses their own strengths, talents, and interests.
 - c) In what ways can you enhance our board?

VOTING INSTRUCTIONS

The 2023 Crooked River Ranch election ballot includes the candidates for open positions on the Board of Directors (BOD) and the Architectural Review Committee (ARC).

Mailed ballots must be received at the accounting firm no later than August 31st; and hand-delivered ballots must be deposited into one of three "ballot boxes" that will be available from August 1st through August 31st. A ballot box will be available in the Administration Office during workdays from 8:00am – 4:30pm. Additional ballot boxes will be available at the upper kiosk on Chinook and at the CRR Old Fire Hall. The ballot boxes will be picked up at 4:00pm sharp on August 31st making the 31st the last opportunity to vote.

You may vote for less than the maximum number of candidates requested but voting for more will invalidate your ballot. To vote for a write-in candidate, legibly write the full name of the individual in the space provided.

Using a pencil or dark ink, clearly mark your candidate selection by filling in the ovals (O) to the left of your selections. If you change your mind after marking a selection, erase the mistake as completely as possible.

Place the completed ballot in the secrecy envelope and seal it. Place the sealed secrecy envelope inside the pre-addressed envelope, seal the envelope, and sign your name in the space indicated on the back of the envelope. **Without this signature, your ballot will not be counted.**

Return your ballot by mail or hand deliver it as described above. Mailed ballots require a First Class or Forever Stamp. **If you own multiple lots, each ballot must be returned separately, or they will be invalidated**

YOUR SELECTIONS

FOR THE BOARD OF DIRECTORS:

Vote for no more than three (3) candidates -- including write-ins -- to fill three (3) vacancies on the Board of Directors for a term of three (3) years.

- ☐ Mike Carey
- ☐ Kelly Davis
- ☐ Robert Beveridge
- ☐ _____ (Write In)
- ☐ _____ (Write In)

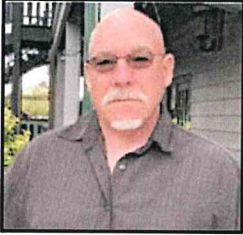
FOR THE ARCHITECTURAL REVIEW COMMITTEE

Vote for no more than five (5) candidates -- including write-ins -- to fill five (5) vacancies on the Architectural Committee for a term of one (1) year.

- ☐ James D. Hussey
- ☐ Nancy Lutz
- ☐ Michael O'Brien
- ☐ Malcolm White
- ☐ Gail M. DesBrisay
- ☐ _____ (Write In)
- ☐ _____ (Write In)

2023 Candidates Statements

Board of Directors



Michael J. Carey – SW Sandy Place

I am a recent full-time resident of the Ranch having moved here, along with my wife Jackie, a little under two years ago. For the previous 30+ years we lived in Tumalo on a 40-acre farm where we raised our two children. I have never lived in an area with an HOA before but have been fairly active with neighborhood affairs since my discharge from the Army in 1980. Back then I settled down close to where I grew up outside of Sacramento and lived in a neighborhood with a huge park across from my house. I helped organize a group to volunteer with needed park maintenance and cleanup. I got involved with a number of wildlife conservation groups including the Rocky Mountain Elk Foundation and the National Wild Turkey Federation. I sat on the board of both these organizations doing various jobs including co-chairing committee's where our main purpose was fundraising. I recently retired from the NRA in 2021 after 18 years but continue to volunteer for the NRA Foundation. We decided shortly afterwards to downsize our property but wanted to stay somewhat rural and Crooked River Ranch was a perfect fit. I have always been involved with my community, but it has been loosely structured. I love it here on the Ranch and want to be a part of the decision-making process of keeping the Ranch a great place to live. I was recently confirmed to the temporary vacated position on the HOA board. If elected to the full-time position, I will continue to bring to the HOA board a strong work ethic, the desire to help our community and the ability to work closely with people from all walks of life and diverse opinions.



Kelly J. Davis – SW Sundown Canyon Road

I have been a full-time resident/property owner on the ranch for over 4 years. I retired from the U.S. Army in 2014. During my time in the Army I served in various different leadership roles to include leading troops through multiple combat deployments. During these deployments I was responsible for coordinating all logistical and operational needs for up to a company size element while coordinating with several upper level command groups and follow on units to ensure continuity and seamless operational transitions. I was also responsible for disseminating intelligence information to command groups throughout our area of operations. I attended several different colleges and leadership schools throughout my time in the military and, upon retirement, attended OSU where I majored in liberal studies with a concentration in political science and business writing.

Crooked River Ranch is my idea of paradise. I love the amenities we have here, as well as, the tight knit sense of community we enjoy. I would be honored to be able to serve our community in both, furthering our amenities and preserving our community.



Bob Beveridge – SW Cinder Cone Loop

My wife Charlotte and I have been married 48 years; we raised our family in Bend.

After moving away for work we returned to Central Oregon in 2012 and purchased our home here at Crooked River Ranch.

My personnel history includes 7 years in the Army as a helicopter pilot. When I was discharged, I went to work for Evergreen Helicopters in McMinnville for

two years and then Weyerhaeuser Company for the next 18 years.

My retirement career included managing several business and attending bible college. Following that I was a Chaplin for the Las Vegas Metro Police Department.

My service on our current board, my experience on two other boards and my administrative skills make me an asset to Crooked River Ranch.

My love for Crooked River Ranch and the many friends we have made here and a desire to contribute to the betterment of the ranch are my main motivations for running for another term on our board of directors. I want my legacy to be that I was a part of preserving CRR and that I in some small way contributed to its improvement.

I would appreciate your vote and the opportunity to serve the residents of Crooked River Ranch for another term.

2023 Candidates Statements

Architectural Review Committee

James D. Hussey, SW Chandler Ridge Place

After serving the past six years as a member of the Architectural Review Committee, I would like to take this opportunity to re-introduce myself. I grew up in The Dalles, Oregon. I earned two Assoc. Engr. Degrees from OIT, Klamath Falls, in 1966 and a BS-CET, Construction Management from Oregon State University in 1972. I served in the US Army 1966-1969, with a tour in Vietnam 1967-1968 assigned to the 11th Armored Cavalry Regiment as an NCO receiving the Bronze Star for actions in Vietnam. I received an Honorable Discharge in 1972 with the rank of Sergeant. My family and I relocated to Wyoming, Idaho, Illinois, and we spent 35 years in the Portland Metropolitan Area. Upon retiring from a nearly 50-year career as an Engineer, Construction Manager and General Contractor, my wife Michelle & I decided to move to Central Oregon.

We have been permanent residents of Crooked River Ranch for nearly 9 years. I feel it is important to contribute to our community and believe that continuing as a member of the Architectural Review Committee would be an ideal way to contribute and utilize my life and work experience to the benefit of this beautiful area we now call home.

I appreciate the opportunity to serve another term as a member of the Architectural Review Committee and look forward to working with the Board of Directors, Crooked River Ranch Water Company and members of the community if elected to this position.

Nancy Lutz, SW Crescent Place

In 2006 my husband and I purchased a lot in Crooked River Ranch. Four years later we retired and became full-time residents of the Ranch and have enjoyed living here for 13 years. I have been on the Architectural Review Committee since 2018. I have thoroughly enjoyed being a part of the ARC and have learned much from the other members.

I love being involved, at least to some small degree, with the general goings-on in the community we live in. The ARC is tasked with promoting the CC&Rs of the Ranch in order to maintain general standards and preserve property values. I want to see this mission carried out in a fair and reasonable way, in order to get the benefit of the structure they offer, while allowing Crooked River Ranch to be the "laid-back" rural residential community that made us move here in the first place.

Michael O'Brien, SW Peninsula Drive

I worked in construction for 17 years. I worked for a berry processor as the night boss, refrigeration man, maintenance, and construction foreman for 7 years. I also worked in sales, working with people of all different backgrounds. I have been on the ARC for four years. I am the Limb Dump Manager and have been a Lions Club member for 16 years, serving as the Lions Membership Chair for 2020-2021. I have overseen the wood cutting and sales project which raises funds for the Lions Scholarship Foundation since 2016. I believe that I can help the Ranch and residents maintain the beauty and appeal of community we all call home. With my construction background, I can help residents avoid making mistakes.

Malcolm A. White, SW Quail Road

I am 75 years of age and have been retired for 9 years. Most of my career was spent doing physical design of integrated circuits or in specifying the design of software systems used to do the design work. I have also had an interest in all things related to residential design and construction. I took a break from the semi-conductor industry for about 1-1/2 years to work with a company that built prefabricated houses - most of which were shipped to Japan. I oversaw the design department where I became intimately familiar with wood frame construction practices as well as the use of AutoCAD. At one time or another I have personally done most all aspects of residential design and construction. I built our own house in California in the late 70's. My wife and I moved to Crooked River Ranch about six years ago and I am currently almost finished building our retirement home doing much of the work myself. Since retirement I have helped two tiny house companies get started and have actively participated with them in both design and construction. As a part time business, I offer residential design services. I have been involved in the design of a number of complete houses and additions here on the Ranch. I am currently serving as part of the Architectural Committee and would like to continue to do so. I think I have proven that I have the necessary skill set and insight to be an asset to both the Architectural Committee as well as the community of Crooked River Ranch.

Gail M. DesBrisay, NW Narcissa Court

I am a native Oregonian. We bought our property in 1989, becoming full time residents in 1999. I retired in March 2006 from Sulzer Pumps, Inc. in Portland, OR. after 32 years. When I began my career there it was called Bingham-Willamette Iron & Steel. I served for 3 years on the Board of Directors from September 2013 to September 2016. I was a Phase Rep for a number of years and have been on the CC&R Committee for 8 years. I have been a member of the Lions Club for 11 years and enjoy volunteering with the Lions Club. I have been on the Architectural Review Committee (ARC) for 7 years. For the last 5 years I have served as the Chairperson for the committee. I enjoy working with people and going over their applications. I like to help them understand the requirements of the ARC and County codes.

VOTING INFORMATION-2023 CRR ELECTION

What is an eligible voter? An eligible voter is a property owner of record whose dues are paid up to date as of 3:30pm on August 31, 2023. ***Ballots will not be sent to property owners with unpaid dues.*** Property owners bringing their dues account up to the current level, or entering into a payment plan agreement by 3:30pm on August 31st will be provided a ballot. Payments made on or after August 21st must be paid in cash or by card to receive a ballot. ***Personal checks will not be accepted.***

How do we vote? The CRR Association By-Laws amended at the annual meeting in 1999 stipulate that "election to the Board of Directors shall be by secret written ballot" and that voting may be done "in person" (hand-delivered as described below) "or by mail-in ballot". For each election, a ballot package is automatically mailed to all the property owners whose dues are current, and those owning more than one property will receive one package per lot owned. To vote by mail, the property owner completes, signs, and seals the completed ballot in the provided secrecy envelope and mails it to the accounting firm of ***Capstone Certified Public Accountants, LLC*** for tabulation in the return envelope provided. The return envelopes will require a First-Class Stamp or Forever Stamp.

Do I have to return my ballot by mail? No. Alternatively, property owners may drop their sealed and signed return envelope containing the ballot sealed in the secrecy envelope into one of three "**ballot boxes**" that will be available from August 1st through August 31st. A ballot box will be available in the Administration Office during work days from 8:00am – 4:30pm. Additional ballot boxes will be available at the upper kiosk on Chinook and at the CRR Old Fire Hall. The ballot boxes will be picked up at 4:00pm sharp on August 31st making the 31st the last opportunity to vote. Mailed ballots must be received at the accounting firm no later than August 31st. ***Ballots received after this deadline or not signed will not be counted.***

What about the ballot packages? The ballot packages will be mailed on July 31, 2023. Property owners whose dues are current will be sent one for each lot they own and are asked to complete and return each ballot **separately**.

When must the voted ballot be returned? The accounting firm must **receive** all ballots no later than Thursday, August 31, 2023 - any **received** after that date will be invalidated and not be counted in the returns. ***Voters need to mail their ballots with sufficient lead time since postmarks on mail-in ballots do not qualify!*** Hand-delivered ballots in the ballot boxes will be transferred to the accounting firm at 4:00pm sharp on August 31st.

If I am eligible for multiple ballots, can they be returned in a single envelope? No. Each ballot must be returned separately. Envelopes with multiple ballots will invalidate all ballots they contain.

Can I vote for individuals not printed on the ballot? Yes, space is provided for write-in candidates- voters must write their write-in's full name in the space provided. **The Annual Meeting will be held on Saturday, August 19, 2023 at 9:00am.** The By-Laws stipulate that additional candidates may be nominated from the floor at the annual meeting. The names of candidates nominated at the annual meeting will be posted on the Ranch Website to inform members not present. Any candidate so nominated will be voted on the ballot as a write-in. Write-in candidates elected must meet the same requirements as those put forward by the Nominating Committee - must be "in good standing" defined as having "*all*" Association dues and any outstanding debts to the Association current according to Board policy and ***having no outstanding County code or valid CC&R violations.***

Can anyone find out how I've voted once I submit my ballot? No. All ballots go, unopened, directly to the firm of Capstone Certified Public Accountants, LLC for tabulation and secrecy.

Can the public watch the tabulation process? No. The accounting firm of ***Capstone Certified Public Accountants, LLC*** will tabulate the ballots. No association member, employee or Director will be present or have access to the ballots.

When will the election results be known? ***The results are scheduled to be announced during the Board of Directors Work Session on September 6, 2023 which begins at 10:00am. The Association Secretary will then post them at the Administration Office and on the Association Website. Candidates will also be notified as soon as the results are available.***

CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION

Board of Directors Agenda – Work Session

Monday, August 7, 2023

- I. Call to Order and Roll Call
- II. Regular Board Meeting Review – August 21, 2023
- III. Annual Meeting Update
- IV. 2023 CRR Election Update
- V. Volunteer Recruitment Update
- VI. A/R Log Review
- VII. Vote to Adjourn to Executive Session If Needed