

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

Monday, August 15, 2022 6:00 P.M.

I. CALL TO ORDER

- a. Pledge of Allegiance and Roll Call

Name		Name		Name	
Bill Burt President		Carl Harbour Vice President		Julia Randall Secretary	
Randy Peterson Treasurer		Director		Richard Ebers Director	
Mike Dries Director		Ara Erdekian Director		Sheryl Jones Director	

II. CONSENT ITEMS

- a. Agenda of Regular Meeting – August 15, 2022
- b. Minutes of Regular Session – July 18, 2022
- c. Minutes of Work Session – August 1, 2022

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.)*

V. RANCH MANAGER's REPORT – *Out on medical leave*

VI. OLD BUSINESS

- a. AFE #276 Update – Replacement of Irrigation Line from Lower Pasture to Heritage House bids
- b. Ranch Cabins Easement Update
- c. Procedure for filling Vacant Board Position
- d. Panorama Park fence update
- e. RV Park “D” Loop Septic
- f. Cascades East Transit
- g. Charlie Smith mowing
- h. AR Log

IX. NEW BUSINESS

- a. Draft Annual Audit for FY 2021-2022 – Zack Harmon, Capstone LLC
- b. Board Turn Over Notes – President Burt/Vice President Harbour

VII. SECOND READINGS

VIII. FIRST READINGS

X. 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.

XI. PREVIEW OF WORK SESSION – September 7, 2022

XII. ANNOUNCEMENTS & WRAP-UP:

- a. CRR Annual Meeting – August 20, 2022
- b. CRR Annual Yard Sale – September 9, 10, 11
- c. Jefferson County Planning Commission Meeting – September 8, 2022

XIII. VOTE TO ADJOURN TO EXECUTIVE SESSION

Regular Meeting Agenda August 15, 2022

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR SESSION BOD MEETING AUGUST 15, 2022

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

Monday, July 18, 2022, 6:00 PM

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

a. Roll Call:

b. Pledge of Allegiance

Association Board Members:

Name		Name		Name	
Bill Burt		Carl Harbour		Julia Randall	
President	X	Vice President	X	Secretary	X
Randy Peterson		Ara Erdekian		Monty Riddle	
Treasurer	X	Director	X	Director	X
Mike Dries		Richard Ebers		Sheryl Jones	
Director	X	Director	X	Director	X

It is noted that Director Riddle resigned effective immediately and left the meeting at 6:03 pm.

II. CONSENT ITEMS -

- a. Agenda of Regular Meeting – July 18, 2022
Addition to Old Business: Heritage House Update
Addition to New Business: Volunteer Service Forms
- b. Minutes of Regular Session; June 20, 2022
- c. Minutes of Work Session – August 1, 2022

A motion to approve the above consent items with noted additions was made Director Ebers. It was seconded by Secretary Randall. It was a unanimous decision to approve.

III. COMMITTEE & STAFF REPORTS –

No Comments.

IV. RANCH MANAGER's REPORT –

- a. **Collections Update:** Payments continue to be received for the current dues period. Dues will be considered late as of August 1, 2022. Attorney accounts were reduced by four.
- b. **Election Schedule/Update:** Ballots have been printed and stuffing will begin on Tuesday. They will be ready to be mailed out on August 1, 2022.

V. OLD BUSINESS

a. CRR Water Company MOU Review: President Burt reports that a meeting between the Water company and the Board went well. No changes are anticipated. It is noted that the Water Company is re-negotiating their contract with T-Mobile.

b. Lower Pasture Mowing Update: A discussion surrounding using additional funds to continue mowing the pasture. Resident Brad Pahl, volunteered to talk with the Fire Department about the possibility of using the pasture for fire training. Mr. Pahl will bring back his findings to the Work Session.

c. AR Log: #1-4 No updates 7.18.22

d. Heritage House Update: President Burt announced that an inspection showed no asbestos in the Heritage House. The house appeared to be built prior to asbestos use.

VI. NEW BUSINESS

a. Ranch Enhancement Projects Committee: Chair, Kate Adams presented several proposed projects for use of the Steel Stampede funds. The pickle ball group asked for approval of \$2,500.00 for lights on the Tennis/Pickle Ball court. A motion to approve the purchase of lights for the Tennis/Pickle Ball court was made by Director Erdekian. It was seconded by Secretary Randall. It was a unanimous decision approve. General Maintenance Supervisor will work with the group for installation

b. AFE #273 Pool Blanket: A motion to approve AFE #273 in the amount of \$9,230.00 for the purchase of a new pool blanket with a three year warranty was made by Director Erdekian. It was seconded by Director Ebers. It was a unanimous decision to approve.

c. AFE #274 General Maintenance Storage Shed: A motion to approve AFE #274 in the amount of \$10,798.40 for the purchase of a storage shed for Summer Recreation and Maintenance equipment and materials was made by Vice President Harbour. It was seconded by Director Jones. It was a unanimous decision to approve.

d. AFE # 275 – Initial Payment for FY 2022 Audit: A motion to approve AFE #275 in the amount of \$11,500.00 with an initial payment of \$5,500.00 for the annual audit, was made by Secretary Randall. It was seconded by Director Erdekian. It was a unanimous decision to approve.

e. Organizational Relationships – Vice President Harbour: Was tabled to the Work Session of August 1, 2022.

f. Neighbor Helping Neighbor: Neighbor Helping Neighbor coordinator requested a total of \$1,817.00 for payment of dues for six applications. A motion to approve \$1,817.00 for Neighbor Helping Neighbor was made by Vice President Harbour. It was seconded by President Burt. It was approved seven to eight with Director Erdekian voting against.

g. Volunteer Service Forms: A motion to approve Cindy Henderson for the Phase Rep Committee was made by Secretary Randall. It was seconded by Treasurer Peterson. It was a unanimous decision to approve. A motion to approve Greta O'Brien for the Phase Rep Committee was made by Director Dries. It was seconded by Director Jones. It was a unanimous decision to approve.

VII. SECOND READINGS:

None

VIII. FIRST READINGS:

None

IX. PUBLIC INPUT:

Dawn Linder, Birk Lowrie, Carol Orr, Christy McCulloch, Frank Wood, John Seely and Jo Alstock all spoke.

X. PREVIEW OF WORK SESSION – August 1, 2022:

Addition of Organizational Relationship – Vice President Harbour

XI. ANNOUNCEMENTS & WRAP-UP:

The CRR Annual Yard Sale will be held September 9, 10, & 11

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

The meeting was adjourned at 7:45 pm.

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR BOD MEETING AUGUST 15, 2022

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS
MONDAY, AUGUST 1, 2022 - 10:00 A.M.**

I. Call to Order: Vice President Harbour called the meeting to order at 10:00 am.

II. Roll Call: It was noted that all Directors except President Burt were present. It was also noted that Jefferson County Commissioner Mae Huston was in attendance via Zoom.

III. Regular Board Meeting Agenda Review – August 15, 2022: Addition to Old Business: c. Update on Ranch Enhancement Committee Pickleball Light Project. d. Update on Bids for AFE #276 Replacement of Irrigation Line from Lower Pasture to Heritage House; e. Procedure for filling Vacant Board Position.

IV. Special Topics:

a. Key Points of ORS 94.550 to 94.783: Vice President Harbour provided a summary overview surrounding the Planned Community Act and how it relates to CRR.

b. Continued Discussion of Naming the Old Fire Hall: Vice President Harbour read aloud some suggested name changes for the Old Fire Hall. Having the appropriate name may allow for additional funding from various sources.

c. 2022 CRR Election Update: 2,159 ballots will be mailed out today to eligible members. Ballots are due by 4:00 pm on August 31, 2022. Ballot boxes will be available at the Administration office during regular business hours and another box will be placed at the kiosk on Chinook and Badger.

d. Procedure for filling Vacant Board Position: This will be discussed further at the Regular Board meeting on August 15, 2022.

e. Organizational Relationship: Vice President Harbour provided information that showed the responsibility structure within the HOA organization. It was suggested that this information be included in the candidate application packet as well as the new board member packet.

f. AFE #276 -Replacement of Irrigation Line from Lower Pasture to Heritage House: This was tabled until the regular board meeting on August 15 to allow General Maintenance Supervisor Knoke time to obtain additional bids.

g. MacPherson Development Hearing Information: Jefferson County Planning Commission has scheduled a hearing proposing an expansion of Crooked River Ranch, Phase 17, by the MacPherson family. This will include 54 residential lots, 2 park lots and 2 lots without designation. The meeting is scheduled for August 11, 2022 at 5:30 pm in the County Commissioner's Room, in Madras. It can be attended either in person or via Zoom.

h. Resolution 2022-06-20-B Board Meeting Code of Conduct discussion: There was discussion surrounding the conduct of Director Richard Ebers and member Carol Orr at the regular board meeting of July 18, 2022, in particular Resolution 1, c. Making personal attacks against any Director or employee of the Association; d. using offensive language towards any Director, Member, or employee of the Association; e. Refusing to terminate his or her input during any member input session and relinquish the floor after being so directed by the President or presiding officer. A discussion of responses in regards to their conduct indicates a fine should be levied. A motion to fine both parties \$250.00 for their failure to

abide by the resolution was made by Director Erdekian. It was seconded by Treasurer Peterson. It was a unanimous decision to approve with Director Ebers abstaining. Both parties have until the regular board meeting on August 15, 2022 to provide a written statement of appeal.

i. A/R Log Review:

#1- 3 Action Officer: Replace Monty Riddle with Sheryl Jones.

#1-4 – Comments: 8.1.22 No changes.

V. VOTE TO ADJOURN TO EXECUTIVE SESSION ON LEGAL, COLLECTION AND CONTRACTUAL INFORMATION (ORS 94.640 7 (a))

The Work Session was adjourned at 11:05 am

ARC Minutes for August 8, 2022 (REVISED)

Members: Gail DesBrisay (Chair), Jim Hussey, Nancy Lutz, Mike O'Brien, Malcolm White
CC: Judy LaPora, Tonya Crockett,

Approve minutes for July 25, 2022 Meeting – APPROVED

New Applications:

7405 SW Robin Dr., Albrecht, New RV Carport – APPROVED

16392 SW Dove Rd., Pool, Fence – APPROVED

11105 NW Quail Rd., Cowell, Fence – APPROVED

14420 SW Bill's Place, Sussman, New Home, Carport, Deck – On Hold, need setbacks. (received plot plan 8/9 w/ setbacks) Setbacks approved. Owner will send/drop off Engineers drawings at Admin before next meeting.

Unfinished Business: None

Notice from Jefferson County: None

Letters sent: None

Verification of Completed Application:

Not Completed:

Next Meeting will be August 22, 2022 @ 4:30PM in the Adm Office.

ARC Minutes of New Applications on July 25, 2022

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

CC: Judy LaPora, Tanya Crockett.

Approved Minutes from last meeting: 7/25/2022

Guests:

New Application:

14160 SW Hummingbird Rd. Green. Ph #02. Bl# 44. Lt#8.

Carport. Approved

15804 SW Dove Rd. Jones. Ph #02. Bl #41. Lt #26. Fence. Approved

5115 SW Clubhouse Rd. Wetherbee. Ph #15. Lt #19. Color Change. Approved

15993 SW Canyon View. Scholz. Ph #09. Lt #41. Color Change. Approved

7469 SW Onyx Rd. Armstrong. Ph #03. Lt #123. New Home. Approved

14231 SW Chinook Dr. Rodgers. Ph #16. Lt #03. Garage/Shop. Approved.

**Lot 91 SW High Cone. Roberg. Ph #07. Lt #91. Lot Improvement, New Home.
Approved**

Notice from Deschutes or Jefferson County: None

Letter sent: None

Verification Of Completed Applications: 0

Next Meeting will be August 8, 2022 @ 4:30PM in Adm Office.

MINUTES PUBLIC

CC & R Review Committee Minutes

July 19, 2022

1. In attendance: Mark Schneider, Larry Kelley, Judy Gilliland, Gail DeBrisay, Pat Kelley, Mel Tellinghusen, CRR Admin representative Kara Burkhart & BOD Liaison Richard Ebers
2. Consent Items:
 - A. Minutes for June 21, 2022 meeting: motion to approve by Pat Kelley & 2nd by Mark Schneider. Unanimous to approve.
3. New Business:
 - A. Review of New Complaints:
 1. 22-22– inspection was only able to verify car parts. Letter to complainant. This needs to be sent to county. Closed.
 2. 22-23 –building materials, trash, inoperable car. Letter to complainant instructing them to also file with County. Follow up 7/21/22.
 3. 22-24 –manure pile, not seen from road. Letter to complainant with County form to file.
 4. 22-25– 12975 SW Wheat Grass Rd – trash, rubbish, inoperable vehicles & old appliances. Verified trash & letter sent. Also, letter sent to complainant -needs to be filed with County.
 5. 22-26 –inoperable vehicles verified. Letter sent instructing to file with County
 6. 22-27 –Unable to see violation. Closed.
 7. 22-28– Pigs & pig sty too close to dwellings. Odor & flies. County ordinance. Sent letter & form to send complaint to County. Closed.

4. Old Business

A. Active 2022 CC&R's

1. 22-05– also on Jeff Co log – large amounts of trash, RV's. County provided dumpsters twice. County is checking every 2 weeks. John of Jeff Co has requested she remove pallets & Expedition without tires before he is willing to close. He will go straight to citing her if he gets another complaint. Continue to review every 30 days.
2. 22-07– large amounts of trash blowing on other property. Letter sent, no response. 2nd letter sent to owner & resident. Judy talked with complainant & she says things are much better with no new debris. Closed.
3. 22-10 –inoperable/disabled vehicles. On County log also. Have removed 4 vehicles & a boat. Slow progress & we will continue to monitor.
4. 22-13 - dismantled cars & junk -letter sent 5-5-22 – follow up Stephanie & Mark. No change as of 6/14 & 3rd letter sent with follow up 6/29. Stephanie viewed from complainants' property & stated that this is a county violation. County was out 6/29 as well. Monitor with county for now.
5. 22-15– debris & trash . Letter sent 5-5-22. County states this is a building site. Has asked, verbally, to keep cleaned up. No progress. Pat/Larry & John from County met with owner. Building is ongoing. Continue to monitor.
6. 22-17 –Sheep on property. Not allowed in Phase 14. Letter was sent to all residents of Horny Hollow regarding livestock regulations for Phase 14. Letter to owner notifying the no sheep regulation. Owner has until the end of August to remove sheep.
7. 22-19– fire hazard -garbage/debris, roof falling apart. Letter sent – Mel talked with owner, who lives in Texas. They have trip planned in mid July. They will contact Mel when they are here.
8. 22-20 – Old cars, trash piles., garbage. Judy & Steffanie inspected 6-21-22. Observed old RV, cars & ATVs needing repair. Trash, collapsed tent in what looks like a junk pile. Significant cleanup has been done. Vehicles removed. Continue to monitor for another month.

B. Open Violations

1. 22-01 – Fine paid. Auto \$500 fine if any sign violation complaints within the next 12 months. Leave on log as a reminder.
2. 21-46, 47&48, & 22-03 –In January lot was mostly cleaned up. Fine process stopped. New vehicles & garbage. Sent letter – 2 weeks to clean up or will be fined again. Fined in July by CRR and a notice of intent to cite from the county. Continue to monitor.
3. 20-08 –As of 6/22/22 deemed open violation by BOD. Class B & \$500 fine. Mel & Pat inspected – tires have been picked up. Kara to ask BOD to designate Jeff Co as 1st point of contact with CCR monitoring. BOD agreed and held fine for now. Mel has someone coming to look at possible purchase of items, hopefully, this week.

C. Review Deschutes & Jefferson Co's Active Complaints

1. Deschutes 2 – no change
2. Jefferson 20 – 1 new, 7 closed, 7 updated & 5 no change

9. Input: Member

None

Next meeting: August 16, 2022 – Juniper Room – 1:30

**Crooked River Ranch
SPECIAL ROAD DISTRICT
Wednesday, July 13, 2022
Regular Meeting Minutes**

The July 2022 regular meeting was held in the Juniper Room in the Administration Building at Crooked River Ranch. Chairperson Sue Haley called the meeting to order at 10:00 a.m. Roll call was taken; present were Chair Sue Haley, Director Ann House, Director Dana Pierce and CRR Road Supervisor Jordan Jones. Also in attendance were Bill Burt (CRR HOA), John Stevens (Ranch Matters), Frank Day (CRRWC), Jim Hussey (CRRWC), residents John Williams and Jeff Murtaugh. The Pledge of Allegiance was said.

Consent Items:

Meeting Minutes for the June 13, 2022, meeting were presented for approval by Director House. Dir. Haley made a motion to approve the minutes as presented, and Dir. Pierce seconded the motion. The meeting minutes were approved unanimously.

The Treasure's Report for June 2022 was submitted and presented by Director Pierce. As of June 1, 2022, the beginning balance in the General Fund was \$655,836.55. Deposits were: \$426.46 interest earned, \$1.50 UTA interest, \$496.05 prior year taxes, \$0.00 current year's taxes (Jefferson County), \$0.00 current year's taxes (Deschutes County), Tax Foreclosure Sales & Other was \$0.00, making the total General Fund deposits \$923.01. An expenditure was made on 6/2/22 to High Desert Aggregate & Paving in the amount of \$363,330.64. An expenditure was made on 6/29/22 to High Desert Aggregate & Paving in the amount of \$194,706.30. Total expenditures for the month of June 2022 were \$558,036.94. The General Fund Balance for the end of June 2022 was \$98,722.62. The First Interstate beginning balance as of 06/01/2022 was \$4,428.49. An expenditure was made to USPS (box rental) in the amount of \$198.00, leaving a balance of \$4,230.49 in First Interstate Bank as of the end of June 2022. This leaves \$98,722.62 in the General Fund, \$4,230.49 in First Interstate Bank, and \$102,953.11 in total funds at the end of June 2022.

Written Correspondence:

- A. CRR HOA – billing for cold patch and office rental
- B. State of Oregon – Audit Division

Committee Reports: Road Supervisor Jordan Jones reported for the month of June 2022.

Overview:

- Road Maintenance: Our daily duties of setting out signs, blue room, fueling equipment and watering roads daily. We spent two weeks working on Canyon and Crescent repairing driveways and ditches as an early rain squall overwhelmed the culverts and caused severe damage to the roads in that area. We hauled 10 loads of gravel for repair work and dug two big holding ponds at the bottom of Canyon hill. Hopefully this will help contain some of the runoff coming downhill. I had the Street sweeper running daily sweeping all new paved areas around the ranch. Several days we did the same roads twice. Having the stripping done has helped considerably. We were only able to grade and roll four roads this month and they

are as follows: Hummingbird, Canyon and Crescent, Ice and Steelhead Falls. We spent two days on Ice and Steelhead Falls as we spent one day hauling and spreading 16 loads of gravel over a rough section of the road. We also installed a culvert on Chickadee to deal with a drainage issue. On the downside one whole week was lost with two of the crewmembers being out with covid the same week.

- Vehicle Maintenance: Maintenance was very minimal this month. We spent several hours cleaning our crack seal machine. It is now functional and ready for use. We decided to pull the spare full tank out of the service truck and put it in the F150. One to make more room in the service truck, two it was ruining the service box with the diesel spillage and drips, three it was difficult to fill as it was too high. We also changed a few more filters on the Backhoe and greased it.
- Misc.: We picked up our new equipment trailer from TEC Equipment in Redmond. We loaded up and delivered signage for the Fourth of July parade. Any spare time was spent cleaning shop floors and bays.
- Deer: We picked up 1 deer this month. We also had to make a run to Bend with a full load of deer.
- Signs: No signs this month.
- Town Trips: I made 3 trips to town this month for parts and to return reader boards from the paving projects.

Old Business:

- Sundown Canyon Road – The CRR SRD board met with their attorney on July 6, 2022, and provided him with the Phase 12 Subdivision Plat Map and other pertinent information. The intent of the meeting was to try to determine if the roads on CRR were private property for public use, or public right-of-way for public use; and based upon that determination, to define SRD rights within that right-of-way. The attorney has not responded to the Board as of this date.
- Road Design Standards – Dir. Haley presented her proposed cross-section design changes for the three road classifications on Crooked River Ranch: Local Access Road, Commercial Road, and Collector. Six (6) inches of dense graded aggregate base rock has typically been the standard on the Ranch, but she proposes increasing the aggregate thickness to eight (8) inches to enhance structural integrity.

The Special Road District has never adopted a standard for road construction, but used the thicknesses and widths recommended by AKS, an engineering firm hired by the Ranch to provide a Road Improvement Plan in 2009. Their recommendations were never formally adopted by the SRD or the HOA. Dir. Haley asked Manager Judy LaPora to remove the document from the Ranch website.

A discussion ensued as to which roads would be impacted if new standards were adopted. The new Road Design Standards, if adopted would apply only to the construction of new roads. Aggregate Base depth standards would then be comparable to those of Jefferson County.

Road Supervisor Jones indicated that the additional two (2) inches of base rock required would not present a budgetary problem.

New Business:

- None

Announcements:

The next regular meeting will be held in the Juniper Room at the Crooked River Ranch Administration Building on Wednesday August 10, 2022, at 10:00 a.m.

Public Comments:

Resident Jeff Murtaugh spoke about the very poor condition of Sundown Canyon Road at the bottom. The road is getting narrower, where the curves are at the bottom. Supervisor Jones and his team are going to be grading the road tomorrow and next week, River Terrace.

Other:

For the good of the Order:

Adjournment:

Director Haley made the motion to adjourn the meeting at 10:30 a.m., Dir. House seconded the motion.

Respectfully submitted by Ann House, Secretary

To: Crooked River Ranch BOD
Fr: Judy LaPora, Ranch Manager
Date: 8/5/22
Re: Administration Monthly Report for July 2022

Significant Events/Accomplishments:

- This is a busy time during our billing cycle. Payments are still coming in rapidly. We are getting ready for the Annual Election by preparing, printing, stuffing and mailing the ballots.
- Kara processed 21 dues requests from title companies and 10 changes of ownership. She also completed 58 auto-debit billings for the 5th and 59 for the 20th of July as well as 106 monthly billing invoices and 18 newsletter accounts. She was able to collect \$1600 in our in-house collection accounts and had an attorney account pay in full for \$2855. Additionally, we received three payments on attorney accounts, one for \$961 and two for \$500. She provided updated ledgers to our collection attorney and processed and mailed past due letters. She filed one lien release, sent 39 intent to lien letters and 5 account were turned over to collections.
- Kara is still handling the bulk of the CC&R Committee applications/processing, with 1 complaint processed, 9 inspection reports processed and mailed 12 CC&R letters.
- Tammy processed 990 payments. She also processed 11 new homeowner welcome packets and three Arena Waivers. She is also collecting Summer Rec applications. Summer is here! Members are wanting to visit the pool and need a membership card to enter. She made 29 replacement cards during July! She continues to take care of the mail, and handle all incoming calls and walk-ins.
- Jan has completed compiling documents for the annual audit. She also continued with her normal duties, including accounts payables and receivables, reconciling bank statements, monthly financial statements, payroll and payroll taxes, billing rental accounts, monthly allocations, managing fixed assets among other duties.
- Tonya continues scanning property files. She scanned 60 files, (we are now at 51%), and processed 9 ARC applications. She also scanned and e-filed 267 old newsletters as well as complied, scanned & created a hard copy binder of our 50th Anniversary memorabilia.
- We hosted the annual candidate's forum on July 18th prior to the monthly Board of Directors Regular meeting. The event was well attended & provided an opportunity for the community to get to know the candidates. Thank you to the 3 candidates and owners for attending.
- The Independence Day Celebration was July 2nd. It was exciting to have the parade back. The event was well attended, and people enjoyed the 50th Anniversary memorabilia exhibit.

Respectfully submitted,
Kara Burkhart for
Judy LaPora, Ranch Manager



JULY 2022 GENERAL MAINTENANCE REPORT
AUGUST 9, 2022

Pool: The new pool blankets have been ordered and are being fabricated now. The swimming pool's equipment is working fine, except we are experiencing multiple small leaks in the aged solar heating panels. The panels are on the CRP for replacement next year.

Mac Park: We removed the three large stumps left from the removal of some rotten, split Juniper trees we had to take down. We are working with the Ranch Enhancement Committee for design and construction of a fence to replace the worn white plastic fence at the park and construct a new fence along Clubhouse Road across from Mac Park.

Heritage House: We received a report of "No Asbestos" from the test of 36 separate samples, representing 14 homogenous materials taken from every area of the house. The next step is to decide whether to hire an engineering firm to plan the electrical upgrade or have a contractor plan and complete the work. Rattlesnake warning signs were provided to the senior group after a snake was found in a flower bed.

Storage Shed: The 12 Ft. X 24 Ft. storage shed has been ordered and is scheduled for delivery within the next two weeks. A site for the shed has been prepared behind the Old Fire Hall.

Lower Pasture: Per a request from the BOD, I am seeking additional quotes for the pipe and hardware package for the irrigation line upgrade.

Golf Shop: After our internet service provider's connection went down on a recent Sunday, leaving the Golf Shop with no means of Point-of-Sale processing other than hand-written receipts, we are discussing the feasibility of having a back-up provider which would automatically activate on such occasions.

Commercial Park: A hardware package has been purchased for construction of a swing set near the Bocce Ball courts in the park. Lumber to complete the swing will be purchased next. Requests are being made for proposals to build a fence along Chinook. The irrigation system has been upgraded and some of the pop-up sprinklers were replaced.

General: The maintenance crew assisted in the set-up and tear-down for the Independence Day celebration. We painted the front doors of the Clubhouse. We put up "No Unauthorized Vehicles Allowed" signs in two areas where they were needed. We are working with the Pickleball group on getting new lights put up at the Tennis Courts. A mirror was replaced in the outside Women's room in the clubhouse, and a ventilation fan was installed in an upstairs storage area.

Respectfully submitted by: Michael Knoke

TO: Judy Lapora, CRR Administrator

FROM: Richard Jensen / Golf Maintenance

Date: 8-9-2022

RE: monthly report

Overview: Another hot one in the books. For the period we were eight degrees above average lows and 11 above for highs. Not quite as bad as last year's heat wave but felt similar. We did receive some needed precipitation, .13", the first three days of the month then not a measurable amount since. Our new staff members are working out very well and are great additions to the team, their training continues. Along those lines I am still assuming the irrigation tech duties which has taken up the lion's share of my time during this period. This has given me a greater understanding of system status and the issues left unfinished by our former irrigation technician. With the arrival of the most recent "heat waves" irrigation and system maintenance have been the focus of our efforts this period.

Significant Events/Accomplishments: A boil water order issued by CRRWC made it necessary to remove all drinking water stations and shut down the drinking fountains for three days. This happened to be during the hottest part of the month, so Bill Burt was kind enough to do a bottled water run for us, so our players had some water available while they were enjoying the course during the heat. Central Oregon Weed Control performed a weed abatement application to our native areas for control of broadleaf and noxious weeds. AFP II performed our annual fire extinguisher service for all departments.

Opportunities: Kevin and I are taking the opportunity to cross train several of our employees on different tasks to aid in work coverage in the event someone cannot make it to work, or heaven forbid, they leave for another job.

Potential Short Comings: The continued increase in pricing to almost everything we use is the greatest challenge, even over available labor, that we face at this point in the season. Even with the slow reduction of fuel costs it remains above budget projections.

Looking Forward: For the first time in roughly 15 years, I will be taking some time off during the season to celebrate my father's 85th birthday with my oldest brother and Dad in Alaska. The entire staff is awaiting a return to more average temperatures with the shortening of daylight hours. Our hours of operation are still 5 – 1:30 but will be pushing start times back in half hour increments as we approach the fall season.

Respectfully Submitted,
Richard Jensen GCS



To: Kara Burkhart, Membership Specialist
CC: Bill Burt, President CRR C & MA
From: Randy Ballard, PGA
Subject: July Update of Operations
Date: August 2nd, 2022

Golf Shop Operations

Overview:

July, the warmer weather is here, and Summer is in full swing. The average temps were near identical this year to last, but one thing did stand out. The last seven days of this July we had consistent temperatures over 100 degrees, one day reaching 107. We saw nearly the same tournaments that return yearly with a few new smaller buddy groups sprinkled in.

Significant Events/Accomplishments:

- In the first three months of our fiscal year, we are \$50k ahead of last years revenue for the same time frame. This is mainly due to three reasons: green fee revenue is up with the increase in fees and rounds, annual passes are up due to the increase in fees and non-property owner passes and merchandise sales is up due to the extra club sales/demo days this year.

Opportunities:

- I stated it a few times last year; I am looking at a new POS/Tee Sheet software. This will specifically help in these areas:
 - Lower and lock in credit card processing fees
 - Online accounts for the golfer will be much more complete and user friendly. Booking and cancelling tee times and even seeing vouchers and credit book balances.
 - End of day reports will be automatically populated into Jan's QuickBooks; this will save her hours of manually entering our numbers daily.
 - Stronger marketing platform and ways to instantly text/email customers about things such as sales or frost delays.
 - Cut back on "no shows" by storing and/or requiring a credit card to book a start time.

Potential Shortcomings:

- Fires in our area have started, with that, multiple things affect our business.
 - Smoke and air quality deteriorates leaving it unsafe for people to be outside in those conditions.
 - Road closures can leave folks not able to travel to our location
- Do the high gas prices stop families from travelling this Summer? As of right now we haven't noticed.

Looking Forward:

- On 8/3 I am hosting an OPGA (Oregon Professional Golfers Association) tournament. I have been reaching out to get us more exposure any way that I can. This tournament will bring 15-18 Golf Pros and about 48 Amateurs from prominent clubs all over Oregon.

Best,

Randy Ballard, PGA

CRR GOLF SHOP MONTHLY SALES REPORT

July 2022

Golf Shop Sales Report

July	2022	2021	% Chg
Days Closed:	0	0	0.0%

July '22 Revenues vs. July '21		July '22			July '21				Variance	% Chg	YTD	Previous YTD	Variance	% Chg
Greens Fees		149,033.50			133,816.60				15,216.90	10%	379,309.00	357,356.22	21,952.78	5.79%
Golf Dues		4,210.00			4,594.00				(384.00)	-9%	218,737.75	200,449.25	18,288.50	8.36%
Cart Rentals		44,080.00			47,223.00				(3,143.00)	-7%	130,372.25	134,864.00	(4,491.75)	-3.45%
Merchandise Sales		37,959.50			31,332.40				6,627.10	17%	99,790.80	87,513.08	12,277.72	12.30%
Driving Range		6,498.00			5,553.00				945.00	15%	18,062.00	16,260.50	1,801.50	9.97%
Cart Storage Fees		250.00			(271.00)				521.00	208%	33,327.00	32,344.00	983.00	2.95%
Miscellaneous Sales		71.00			583.00				(512.00)	-721%	509.00	1,072.00	(563.00)	-110.61%
Totals		242,102.00			222,831.00				19,271.00	8%	880,107.80	829,859.05	50,248.75	5.7%
July '22 Rounds vs. July '21		July '22 Actual	HOLES		July '21 Actual	HOLES			Variance	% Chg	YTD	Previous YTD	Variance	% Chg
			9	18		9	18							
1 Rack Rate Rounds		1,553	336	1217	1,425	311	1114		128	8.2%	4,130	4,057	73	1.8%
2 Prop. Owner Rounds		109	38	71	123	60	63		(14)	-12.8%	337	396	(59)	-17.5%
3 Discounted Rounds		1,709	106	1603	1,761	107	1654		(52)	-3.0%	4,433	4,443	(10)	-0.2%
4 Golf Member Rounds		1,765		1765	1,661		1661		104	5.9%	5,454	5,307	147	2.7%
5 Employee Rounds		48		48	60		60		(12)	-25.0%	134	143	(9)	-6.7%
6 Industry Comps		25		25	29		29		(4)	-16.0%	63	69	(6)	-9.5%
7 Gift/Punch Card Rds, etc.		217		217	123		123		94	43.3%	449	273	176	39.2%
Total Rounds Played		5,426	480	4,946	5,182	478	4,704		244	4.5%	15,000	14,688	312	2.1%
Punch Cards Sold		21			12				9	42.9%	41	24	17	41.5%
2022/23 Golf Passes		Property Owner			Outside Passes			Total Passes						
		This Month	This Mo. L-Y		Diff.	This Month		T-M-L-Y	Diff.		This YTD	Last YTD	Diff.	% Chg
P.O. Single		3	1		2						94	114	(20)	-21.3%
P.O. Couple		1	2		-1						76	83	(7)	-9.2%
PO Junior					0						5	4	1	20.0%
Non-Prop Single Full								-1	1		18	9	9	50.0%
Non-Prop Single Wkdy									0		16	14	2	12.5%
NO Couple Full						1		2	-1		19	15	4	21.1%
NO Couple Wkdy									0		3	2	1	33.3%
NO Junior									0				-	
NO Afternoon ONLY									0		6	3		
Totals		4	3		1	1		1	0		237	244	(7)	-3.0%

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 Employee rounds⁶ All Industry comp rounds⁷ Includes all rounds specifically from punch cards

TO: Crooked River Ranch Board of Directors

FROM: Road Department

DATE: 8/09/2022

Re: Monthly Report for July 2022

Overview: Maintenance, Grading, Shop work, Road Work

Road Maintenance: Our daily duties of setting out signs, blue room, fueling equipment and watering roads daily. We started the month out doing some ditch work on High Cone and rebuilding Oasis. These two projects took us almost two weeks. Then we spent a day cleaning out the ditch along the lower south end of Crater loop. We installed two culverts on Sundown Canyon and added 22 loads of gravel to the middle section where we had left off last year. Then when the heat wave hit, we did some small projects in the mornings till noon and did repair and maintenance work in the afternoons. The morning projects included shoulder work along Clubhouse Road (4 loads of gravel) fixing the entrance to the kiosk on the corner of Chinook and Clubhouse RD (3 loads) and adding a small section of culvert and 5 loads of gravel at the arena building. We then resumed work on Sundown Canyon and River Terrace. We had to trim several trees going up the hill (3 loads). We graded and rolled Sundown Canyon as well as Peninsula Drive. The street sweeper was running almost everyday again for a few hours each morning on all new paving projects that were completed earlier this summer.

Vehicle Maintenance: We pulled the broom bristles off the street sweeper to replace them and discovered the shaft and spindle were completely worn out. We were able to get a new drive motor and had a new spindle made. We then put that all back together. We had to take D/T #2 and D/T #3 to Tec equipment for repairs. #2 needed the windshield wipers fixed and #3 had to have a new speedometer installed. We lowered the pintle hitch on our new equipment trailer so that it would work with all our dump trucks.

Misc.: Three small projects were completed as described above. We washed and detailed the 3500 chevy and our service truck.

Deer: We picked up 1 deer this month off Buckhorn.

Signs: No signs this month.

Town Trips: I made 2 trips to town this month for parts.

Respectfully

Jordan Jones / Road Supervisor

RV PARK - MONTHLY REPORT - JULY 2022

OVERVIEW:

July was a good month for the park. However, I did lose an employee to demanding and rude guests. So, the remainder has been a strain for Julie and myself. I decided not to try and find someone to replace Michelle, because of how busy we are and how difficult it would be to train someone during this busy time. I did have a seasonal come back from last year to work on Fridays only, for us.

INCOME:

July Camping income was higher than last year at this time. Merchandise and RV Park Income is down from last year. Overall, we are up from last year.

	<u>2021</u>	<u>2022</u>
Camping:	\$71,301.47	\$76,007.77
Extended Stay:	\$1,400.00	\$ 0
Merchandise:	\$1,340.00	\$1,239.00
RV Park Income:	\$905.50	\$471.00
TOTALS :(BEFORE TAXES)	\$71,119.08	\$74,166.13

PROJECTS:

Maintenance has been working hard to keep the grass green and the sites cleaned and ready for guests. We didn't have any specific projects going on in July.

Submitted by:

Cathy Wagoner

RV Park Supervisor

CROOKED RIVER RANCH C&MA BOARD MEETING

AGENDA ITEM SUMMARY

Meeting Date: 8/15/2022

Meeting Type: Regular

Department: General Maintenance

Staff Contact: Mike Knoke

Estimated Time: 15 minutes

ITEM TITLE: AFE #276

ACTION REQUESTED: Approve AFE #276 for \$13,000 for the replacement of the Heritage House irrigation line from the pump in the Lower Pasture and upgrade four active lateral lines.

ISSUE STATEMENT: This is one of the oldest projects provided for in the CRP. We have had issues with the old irrigation line for years with leaks and breaks requiring many repairs. This project will replace the existing lines with a 4-inch PVC main line and four 2-inch PVC laterals which will maintain the irrigated acreage in the lower pasture and provide irrigation water to the Heritage House paddock.

ATTACHMENTS: Quote from HD Fowler for \$9234.14 for pipe, fittings, and materials. Quote from Ferguson Supply. Price list from Home Depot.

DISCUSSION/FINANCIAL IMPACT: The amount provided in the CRP for this project is \$18,000.00 and is more than adequate. \$13,000.00 will be more than enough to do what we have planned. The attached quote from HD Fowler covers the bulk of the new piping costs; however, there will be other costs involved with removal of the old pipe, construction of a new fence around the pasture pump, purchase of a cutting torch and tanks, hot-saw blades, sprinkler heads if needed, and miscellaneous fittings.

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: 8/1/2022

AMOUNT OF EXPENDITURE: Not to exceed \$13,000.00.

AFE NUMBER: 276

REASON FOR EXPENDITURE: To purchase pipe, fittings, and materials for replacement of the irrigation line from the Lower Pasture pump to the Heritage House paddock, upgrade the active laterals in the pasture, and repair the fence around the pasture pump.

JUSTIFICATION FOR EXPENDITURE: The original steel piping is failing and is unnecessarily large with numerous unused connections, many of which leak. Installing a single 4-inch PVC line from the pump to the Heritage House lawn and replacing the four active lateral lines will eliminate thousands of feet of old, unused 6 and 8-inch steel pipe.

REQUESTING DEPARTMENT: General Maintenance DATE: 8/9/22

SUPERVISOR: Michael Laroche DATE: 8/9/22

RANCH MANAGER: Judy LaPora by Karen Burke DATE: 8/11/22

BOD OFFICER: _____ DATE: _____


**H.D. FOWLER
COMPANY**

Customer: CROOKED RIVER RANCH CLUB & MAINT ASSOC.
Estimator: Jason McKoy
Job Name: MAINLINE REPLACEMENT
Location: CROOKED RIVER RANCH, OREGON

Estimate: E487552
Bid Date: 7/13/2022

Line	Qty	UoM	Description	Unit Price	Extended Price
1	1200	FT	4" SCH 40 IPS SOLVENT WELD PVC PIPE 20' LENGTH	5.33	6,396.00
2	1080	FT	2" SCH 40 IPS SOLVENT WELD PVC PIPE 20' LENGTH	2.09	2,257.20
3	3	EA	705 GRAY CEMENT QUART WELD ON	33.31	99.93
4	1	EA	10X4 PVC RED COUPLING SOC SCH40 PART # 429-624F	193.10	193.10
5	1	EA	4" SCH 40 PVC 90 ELBOW SXS	10.81	10.81
6	3	EA	4" X 2" SCH 40 PVC TEE SXSXS	16.07	48.21
7	15	EA	2" X 1" SCH 40 PVC TEE SXSXS	3.28	49.20
8	1	EA	4" X 2" SCH 40 PVC BUSHING SXS	6.57	6.57
9	1	EA	4" SCH 40 PVC COUPLING SXS	4.97	4.97
10	3	EA	2" BRASS BALL VALVE THREADED	51.57	154.71
11	6	EA	2" SCH 40 PVC MALE ADAPTER SXT	1.60	9.60
12	3	EA	2" SCH 40 PVC CAP S	1.28	3.84
13	***	RL	18 GA BLUE WIRE 500' ROLL	35.71	***
14	***	EA	2" DETECTABLE TAPE WATER BLUE 1000' ROLL	30.06	***

Approximate Total

9,234.14

NOTE: *** = Contractor to Determine Quantity. Items marked *** are not included in totals.

MATERIALS PRICE LIST FROM HOMEDEPOT FOR CROOKED RIVER RANCH LOWER PASTURE IRRIGATION PROJECT:

1. 1200 FT 4" SCH40 IPS SOLVENT WELD PVC PIPE 20' LENGTH	\$9,255.60
2. 1080 FT 2" SCH40 IPS SOLVENT WELD PVC PIPE 20' LENGTH	\$2366.28
3. 3 EA. 705 GRAY CEMENT QUART WELD ON	\$55.32
4. 1 EA. 10X4 PVC RED COUPLING SOC SCH40 (PART #429-624f)	n/a
5. 1 EA. 4" SCH40 PVC90 ELBOW SXS	\$13.80
6. 3 EA. 4"X2" SCH40 PVC TEE SXSXS	\$14.85
7. 15 EA. 2"X1" SCH40 TEE SXSXS	\$94.20
8. 1EA. 4"X2" SCH40 PVC BUSHING SXS	\$7.68
9. 1 EA. 4" SCH40 PVC COUPLING SXS	\$3.67
10. 3 EA. BRASS BALL VALVE THREADED	\$193.20
11. 6 EA. 2" SCH40 PVC MALE ADAPTER SXT	\$15.66
12. 3 EA. 2" SCH40 PVC CAPS	\$7.83
13. 500' 18GA. BLLUE WIRE ROLL	\$68.72
14. 1000' 2" DETECTABLE TAPE WATER BLUE ROLL	n/a
Total	\$12,096.81

Membership

From: Nicklaus Mayor - 3041 NORTHWEST <nicklaus.mayor@ferguson.com>
Sent: Tuesday, August 9, 2022 10:13 AM
To: maint@crookedriverranch.com
Subject: Email Bid# B312809

APPROX 2-3 WEEKS TO COMPLETE PLEASE LET ME KNOW IF YOU HAVE
ANY ? THANK YOU

Price Quotation # B312809

FERGUSON #3035

61390 South Highway 97
Bend, OR 97702

Phone : 541-389-9965
Fax : 541-388-3631

Bid No.....: B312809
Bid Date....: 08/09/22
Quoted By: NTM
Customer.: CASHSALE PREFERRED PLUMBER
4100 W MARGINAL WAY SW
SEATTLE, WA 98106

Cust Phone: 206-767-7700
Terms.....: CASH ON DEMAND
Ship To.....: CASHSALE PREFERRED PLUMBER
4100 W MARGINAL WAY SW
SEATTLE, WA 98106

Cust PO#...:

Job Name.:

Item	Description	Quantity	Net Price	UM	Total
P40BEPP20	4X20 FT PVC S40 BE PIPE	1200	708.602	C	8503.22
P40BEPK20	2X20 FT PVC S40 BE PIPE	1080	239.872	C	2590.62
P40S9P	4 PVC S40 SXS 90 ELL	1	25.039	EA	25.04
S437624	10X4 PVC S40 SPXSLIP BUSH	1	824.520	EA	824.52
	NO STOCK FACTORY ITEM SOME FREIGHT				
	WILL APPLY				
P40STPPK	4X4X2 PVC S40 SXSXS TEE	3	37.181	EA	111.54
P40STKKG	2X2X1 PVC S40 SXSXS TEE	15	5.275	EA	79.13
P40SBPK	4X2 PVC S40 SPXSLIP BUSH	1	15.196	EA	15.20
P40SCP	4 PVC S40 SXS COUP	1	11.554	EA	11.55
FNWX415K	LF 2 BRS 600# WOG THRD 2PC FP BV	3	93.556	EA	280.67
P40SMAK	2 PVC S40 SXM ADPT	6	2.577	EA	15.46
P40TCAPK	2 PVC S40 THRD CAP	3	4.857	EA	14.57
TW14SLDUFBL500	14GA SLD COP UF WIRE BLUE 500	500	242.352	M	121.18
E31021	2X1000 FT BLUE DET WTR TAPE	1	39.425	EA	39.43
	IN STK IN TEXAS SOME FREIGHT WILL				
	APPLY				

Subtotal: \$12632.13

Inbound Freight:	\$0.00
Tax:	\$0.00
Order Total:	\$12632.13

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

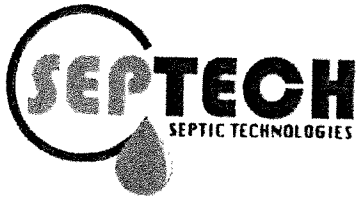
Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>. Govt Buyers: All items quoted are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Enter the following link to complete a survey about your bids:
<https://survey.medallia.com/?bidsorder&fc=3007&on=1082296>



AUG 08 2022

PO Box 444 Albany, OR 97321-2484
(503) 235-1777 (fax) 235-1888
office.septech@gmail.com

Date: Saturday, July 30, 2022
To: Crooked River Ranch
From: Paul Durrell, Septic Technologies
Re: Quarter Onsite Wastewater System
Inspection, Operation, Monitoring and Maintenance Report

I inspected and serviced your onsite wastewater treatment and disposal systems on July 26th, which covers a 96 day period since the last inspection. This report is a summary of the current findings for your reflection.

Flows through Phases 1,2 and 3 are averaging 57, 188 and 44 gallons per day (GPD), respectively. The designated capacity is 18,270 GPD for the entire facility. Current usage is operating these systems at an acceptable percentage of that capacity.

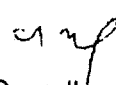
The operating equipment consisting of but not limited to pumps, controls, valves, alarms etc. was found to be in satisfactory condition and satisfactory working order.

The disposal components, drainfields, are found to be in satisfactory condition and performance is considered satisfactory.

The following maintenance was performed upon the system:

- Tested and inspected system components
- Calibrated pumps
- Inspected drainfields

Overall, the systems are determined to be in satisfactory condition. A copy of the field technical report is available upon request. If you have any questions, would like further information, explanation or assistance, please feel welcome to contact me.


Paul Durrell
Septech Field Technician
541-801-1027
paul.septech@gmail.com

AR Log for August 15, 2022				
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.	9/20/21 - RM LaPora noted that we have not heard back from the Fire Department regarding letters drafted for Sundown Canyon residents for proposed work in the area.. Supervisor Knoke is following up. 8/1/22 no change
M Knoke Sheryl Jones 2	Fire Abatement Project No. 2 - Lower Pasture	On-going	To reduce fire danger on lower pasture.	7/19/21 - General Maintenance have begun mowing the perimeter and a couple sections of the interior to mitigate invasive weeds in those sections. 6/20/22 Charlie Smith has proposed \$65 per hour to mow and estimates appx. eight days to complete. BOD approved motion to move forward in an amount not to exceed \$5000 7/6/22 General Maint to create fire break between lower pasture and adjacent property. 8/1/22 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	11/1/21 - BLM requested authorization to stage on CRR property to begin work along Deschutes River rim. A letter from BLM was sent out via Phase Reps. No specific time line at this time. 8/1/22 no change
C Harbour 4	Commercial Loop Improvements	On-Going	Clean up appearance of Commercial Loop.	1/17/22 BOD noted improvement on efforts by Commercial Loop business owner to clean up and fence proeprty. 5/16/22 - Cars are no longer stacked. 6/20/22 The Boneyard has installed a fence along Commercial. Progress is being made. 8/1/22 no change

CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION

Board of Directors Agenda – Work Session

Wednesday, September 7, 2022

- I. CALL TO ORDER
- II. ROLL CALL
- III. SPECIAL TOPICS
 - a. ANNOUNCEMENT OF ELECTION RESULTS – Zack Harmon, Capstone CPAs
 - b. NEW BOARD MEMBERS - OATH OF OFFICE AND SEATING
 - c. ELECTION OF OFFICERS
 - d. BOARD ASSIGNMENTS – Information Only – Assignments will be on
September 19, 2022 Agenda
 - i. Committee Liaison
 - ii. Advisors
 - 1. Administrative Services
 - 2. Facility Services
 - 3. Golf Operations
 - iii. BOD Teams
 - iv. Committee Review Assignments
 - v. Proposed Calendar for BOD Meetings

- IV. REGULAR BOARD MEETING AGENDA REVIEW, September 19, 2022
- V. PICKEL BALL LIGHTS UPDATE
- VI. ESTABLISH A PROCESS FOR REPLACING A DIRECTOR
- VII. COMMERCIAL PARK FENCE
- VIII. A/R LOG REVIEW
- IX. JEFFERSON COUNTY COMMISSIONERS MEETING – September 8, 2022
- X. JEFFERSON COUNTY COMMISSIONERS MEETING – September 14, 2022
- XI. VOTE TO ADJOURN TO EXECUTIVE SESSION IF NEEDED