

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

**Monday, November 21, 2022, 6:00 P.M.**

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

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

**II. CONSENT ITEMS**

- a. Agenda of Regular Meeting – November 21, 2022
- b. Minutes of Regular Session – October 17, 2022
- c. Minutes of Work Session – November 7, 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.)*

**IV. RANCH MANAGER's REPORT –**

- a. Collections Report
- b. CRR Christmas Celebration Planning Update

## **V. OLD BUSINESS**

- a. Fire Abatement Plan Update – General Maintenance Supervisor Knoke
- b. RV Park Dump Station Update – General Maintenance Supervisor Knoke
- c. AR Log

## **VI. NEW BUSINESS**

- a. FY 2024 Budget Process Update – Ranch Manager LaPora
- b. Volunteer Service Form – Stephanie Proffitt – Neighbor Helping Neighbor Committee

## **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 – December 5, 2022**

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

- a. Reminder – CRR Christmas Celebration – December 3, 2022 10:00am – 4:30pm.

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

DRAFT FOR REVIEW AND APPROVAL AT  
REGULAR SESSION BOD MEETING NOVEMBER 21, 2022

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

Monday, October 17, 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	
Kari Vickery President	X	Ara Erdekian Vice President	X	Mike Dries Secretary	X
Randy Peterson Treasurer	X	Sheryl Jones Director	X	Sarah Wolverton Director	X
Julia Randall Director	X	Director		Director	

It is also noted that Jefferson County Commissioner Mae Huston was in attendance

**II. CONSENT ITEMS -**

- a. Agenda of Regular Meeting – October 17, 2022  
Addition to New Business: B. HOA Dues  
A motion to approve the Agenda of the Regular Meeting was made by Director Jones. It was seconded by Director Randall. It was a unanimous decision to approve.
- b. Minutes of Regular Session: September 19, 2022. A motion to approve the minutes of September 19, 2022 was made by Vice President Erdekian. It was seconded by Director Jones. It was a unanimous decision to approve.
- c. Minutes of Work Session – October 3, 2022. A motion to approve the minutes of October 3, 2022 was made by Vice President Erdekian. It was seconded by Director Wolverton. It was a unanimous decision to approve.

**III. COMMITTEE & STAFF REPORTS –**

Ranch Manager LaPora reported the Pool Season Review showed that 17,143 people used the pool. 11,057 were residents and 6,086 were visitors with 4,500 of those visitors coming from the RV Park, which showed a revenue of over \$97,500 for the same period.

**IV. RANCH MANAGER's REPORT:**

- a. **Collections Report:** Ranch Manager LaPora reports the number of outstanding dues is 583. It was reduced by 59 in the last month. Attorney accounts increased by one.

- b. **Western Holiday Celebration:** Is scheduled for December 3, 2022, from 10:00 am – 5:00 pm. It will include Pictures with Santa, Hayrides, Vendors and cookies provided by the Events Committee.
- c. **Phone System Update:** Cascadetel was chosen as the new phone carrier. It is a VoIP service. It has been installed and working well while the staff is learning the system.

#### V. OLD BUSINESS

a. **Alternative Funding Resolution:** A motion to approve Resolution 2022-10-17 Establish Alternative Funding Committee was made by Director Randall. It was seconded by Director Wolverton. It was a unanimous decision to approve.

b. **Kurtz/Andrews vs CRR Lawsuit Update:** The lawsuit has been settled by agreement with all parties.

c. **AR Log:**

#1, 3; Comments: No Change

#2 Comments: Work party scheduled for 10.19.22 at 9:00 am

#4: Comments: Cover has been painted

#5: Comments: Engineering Firm has taken photos for review and will create plan

#### VI. NEW BUSINESS

a. **Volunteer Service Form:** A motion to approve Sheryl Jones for the Budget Audit Committee was made by Director Randall. It was seconded by Vice President Erdekian. It was a unanimous decision to approve.

b. **HOA Dues:** Vice President Erdekian wanted to remind everyone that the HOA dues were not raised this last year. According to the budget, dues covered all but \$3.00 of the expenses of the non-revenue producing departments. This will be taken up by the Budget Audit Committee when they begin the new budget process.

#### VII. SECOND READINGS:

None

#### VIII. FIRST READINGS:

None

#### IX. PUBLIC INPUT:

Wes Ferrell & Max Anthony both spoke

#### X. PREVIEW OF WORK SESSION – November 7, 2022:

No Additions at this time

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

a. Lower Pasture Work Party – October 19, 2022 9:00 am - finished. Lunch will be provided.

b. **Vacancy Positions Candidates Forum:** A motion to extend the application period to October 24, 2022 was made by Director Jones. It was seconded by Treasurer Peterson. It was a unanimous decision to approve.

The Candidates Forum is scheduled for October 28, 2022 3:00 pm – Juniper Room

Draft Regular Session Minutes 10.17.2022

## **XII. VOTE TO ADJOURN TO EXECUTIVE SESSION FOR PERSONNEL AND LEGAL ISSUES IF NEEDED**

No Executive Session needed. A motion to adjourn the Regular Meeting was made by Vice President Erdekian. It was seconded by Director Jones. It was a unanimous decision to approve. The meeting was adjourned at 7:40 pm.

DRAFT FOR REVIEW AND APPROVAL AT  
REGULAR BOD MEETING NOVEMBER 21, 2022

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS  
WORK SESSION  
WEDNESDAY NOVEMBER 7, 2022- 10:00 A.M.**

**I. Call to Order:** The meeting was called to order at 10:05 am. It is also noted that Jefferson County Commissioner Mae Huston was in attendance.

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

**III. Special Topics:**

**a. New Board Members Swearing In and Seating:** New Board Members Robert Beveridge and Daniel Lowe were sworn into office and took their seat at the Board of Directors.

**b. BOD Assignment Revision:** The following changes were made:

**Committee Liaisons:**

Bob Beveridge	Budget Audit Committee
Bob Beveridge	Parks & Recreation Committee
Sarah Woolverton	Events Committee
Daniel Lowe	Ranch Enhancements Committee
Bob Beveridge	Alternate Funding Committee (added committee)

**Team Members:**

Daniel Lowe	Communication Issues (added position)
Julia Randall	Contract Review & Insurance Issues
Daniel Lowe	Golf Issues
Bob Beveridge	Alternate Funding

**c. Regular Board Meeting Agenda Review – November 21, 2022:** Addition to Old Business; Update on Fencing and Play Structure. A motion to approve agenda of November 21, 2022 meeting was made by Director Randall. It was seconded by Director Jones. It was a unanimous decision to approve.

**d. Resolution 2022-11-07:** A motion to approve Resolution 2022-11-07 to transfer \$500,000 to the Capital Reserve Plan from operating funds in addition to the scheduled transfers of the prior year's depreciation of \$172,799 and the mandated transfer of \$75,000 was made by Director Beveridge. It was seconded by Vice President Erdekian. It was a unanimous decision to approve.

**e. Alternative Funding Committee Charter and Policies and Procedures:** Director Jones presented the newly formed Alternative Committee Charter for approval. After a discussion changes were made to Number of Committee Members: third bullet point to read: The associate member positions may be filled by any Member of the Association in good standing and shall be approved via the Volunteer Service Form by a majority of the Board of Directors. Additional change to Length of committee Member Commitment, first bullet point to read Managing Members one year minimum with annual

Draft Work Session Minutes 11.7.22

renewal or until Managing Member is no longer serving on the Board of Directors. Changes to the Mission Statement include adding comma's after community members and its residents. A motion to approve the Alternative Funding Committee Charter with specified changes was made by Director Jones. It was seconded by Director Woolverton. It was a unanimous decision to approve.

**f. Neighbor Helping Neighbor Policy Proposal:** Coordinator Karen Atwood asked for approval of changes to the Neighbor Helping Neighbor (NHN) Program creating a committee of association members to approve requests of payments for HOA dues, removing this responsibility from the Board of Directors. Member of committee will complete a Volunteer Service Form and be approved by the Board of Directors. A motion to approve NHN policy change was made by Director Jones. It was seconded by Secretary Dries. It was approved eight to one with Vice President Erdekian opposing.

**g. Budget/Audit Committee Calendar:** A calendar of all proposed meetings of the BAC was presented.

**h. Volunteer Service Forms:** A motion to approve Diane Nunley for the Alternative Funding Committee was made by Director Jones. It was seconded by Director Randall. It was a unanimous decision to approve. A motion to approve Bill Burt to the Budget Audit Committee was made by Vice President Erdekian. It was seconded by Secretary Dries. It was a unanimous decision to approve.

**i. AR Log:**

#1,3,5: No changes 11.7.22

#2 Change Action Officer to Randy Peterson. Comments: Determine next date to remove small trees/limbs/brush and discuss with Fire Dept on disposal.

#4 Comments: Fence Supply issues continue to be a factor in completing fencing and convex will be painted when weather permits.

**IV: VOTE TO ADJOURN TO EXECUTIVE SESSION ON LEGAL, COLLECTION AND CONTRACTUAL INFORMATION (ORS 94.640 7 (a))**

A motion to adjourn to Executive Session was made by Director Randall. It was seconded by Director Jones. It was a unanimous decision to approve.

Adjourned to Executive Session at 11:35 am

Executive Session Adjourned at 12:03pm. Open Session reconvened at 12:03pm. Director Jones made a motion to allow the fine to stand which was issued to Carol Orr in response to violating Resolution 2022-06-20 B - Board Meeting Code of Conduct at the July 17, 2022 meeting. The motion was seconded by Director Randall. The motion was approved unanimously.

## **ARC Minutes for New Application on October 24, 2022**

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

**CC: Judy LaPora**

**Minutes from last meeting: Approved as written by Mike O'Brien and Malcolm White.**

### **New Application:**

**12881 SW Peninsula Dr. Glenn Pt #06 Lt #15. Change Color.**

**Approved. Application just needs to be signed.**

**12770 NW Dove Rd, Baird. Pt #05 Lt #145. Building home. Approved**

**Lot #17 Pheasant Pl. Johnson. Pt #02 Bl #50 Lt #17. Lot Improvements . Approved. For lot improvement ONLY . He will need Another Application for the Home and any outbuildings.**

**Notice from Deschutes or Jefferson Countys:**

**Letter sent:**

**Verification of Completed Applications: 22**

**Next meeting November 14, 2022 @ 4:30PM in the Adm office.**



## **ARC Special Meeting on November 3,2022**

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

**CC: Judy LaPora**

### **New Application**

**8554 NW Parkay Dr. Sciglano. New Garage. Approved**

**Next meeting on November 14, 2022 @ 4:30PM in Adm office**

## ARC Minutes for November 14, 2022

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

**CC:** Judy LaPora, **Liaison:** Mike Dries

**Minutes from last meeting:** **Approved by Malcolm White and Jim Hussey**

### **New Application:**

**8990 SW Chandler Ridge PL. Johnson. Ph #12. L T #49. Out Building .Approved**

**4800 SW Antelope Dr. Day. Ph #01. Bl #03. Lt #22. New Home. Approved**

**No Address Sundown Canyon Rd. Alley. Ph #12. Lt #57. New Home Approved.**

**13925 SW Prairie Rd. Lantz. Ph #03. Lt #145. Color change only .Approved**

**13148 SW Peninsula Dr. Trono. Ph @06. Lt #60. Fence. Approved.**

**Notice from Deschutes or Jefferson County: Non**

**Letter sent: 1 to Steven Scigliano. New Application for a garage .Approved**

**Verification of Completed Applications: 0**

**Next meeting November 28, 2022 @ 3:00PM in the Adm. Office.**

## CRR Budget/Audit Committee (BAC) Meeting

### Draft of the Minutes

October 26, 2022

#### **ATTENDANCE :**

BAC committee members in attendance were Vice-Chair Herb Parker, Secretary Sue Haley, BOD Treasurer Randy Peterson, BOD Liaison Sheryl Jones, Jerry Cooper, and Kevin Ellingsburg. Board members in attendance were President Kari Vickery and Director Sarah Woolverton. Staff members in attendance were Ranch Manager Judy LaPora and Staff Accountant Jan Cunningham. Absent was BAC Chair Karen Bennett.

#### **CALL TO ORDER:**

Vice-Chair Herb Parker called the meeting to order at 10:05 AM and welcomed everyone. Introductions were made by BAC members and others in attendance.

#### **FISCAL YEAR 2022/2023 BUDGET CALENDAR:**

There were two meeting dates that conflicted with Special Road District meetings. The December 14, 2022 meeting was changed to December 7, 2022 at 10:00 AM, and the February 8, 2023 meeting was changed to February 1, 2023 at 10:00 AM. Also, the meeting "type" for August 14, 2023 was changed to BAC. **The BAC Calendar will be updated to reflect these changes.**

#### **2022-2023 CAPITAL RESERVE PLAN:**

- **BOD Authorized Expenditure:** Ranch Manager Judy LaPora reported that the BOD approved an expenditure, paid out of the Capital Reserve Plan, for equipment replacement. She emphasized that the CRP has not been changed. Next year's CRP will reflect that purchase. In addition, the new phone system will be removed from the CRP and will be expensed to the Operating Budget.
- **Transfers from Operations to the Capital Reserve Plan:** Manager LaPora explained that each year we have made three transfers from the Operating Budget to the Capital Reserve Plan. They are:
  1. The prior year's depreciation
  2. A \$75,000 Budget Transfer
  3. A \$125,000 Discretionary Transfer

Manager LaPora reported that revenues have increased over the last three years. She is requesting that we make a recommendation to the Board of Directors to approve a Discretionary Transfer in the amount of \$500,000 to the CRP. This will

REPLACE the \$125,000 noted in the Discretionary Transfer line item; and will be in addition to the \$75,000 Budgeted Transfer and the prior year's Depreciation Transfer. This will result in increasing the Discretionary Transfer by \$375,000 to make the total \$500,000. **It is recommended that this be done as soon as possible.**

After a lengthy discussion as to whether this transfer should be done in increments or all at once, it was decided that the money would generate more interest if transferred all at once.

A motion was made to make the recommendation to the BOD that they transfer the sum of \$500,000, in addition to the Budgeted Transfer and the Discretionary Transfer, to the Capital Reserve Plan from the Operating Budget. Five (5) BAC members were in favor, one (1) member was opposed, and one member was absent. The motion carried. Jerry Cooper suggested that the Board of Directors should have their recommendation prior to January 25, 2023.

#### **FIRE ABATEMENT:**

It was the general consensus that more funding should be provided for Fire Abatement. After considerable discussion, Manager LaPora stated that she would ask General Maintenance Supervisor Mike Knoke to speak with the Fire Department about additional Fire Abatement, and research abatement consultants other than Wellspring.

#### **ELECTION OF OFFICERS:**

Chair: Sue Haley made a motion to nominate Herb Parker for the position of Chair. Sheryl Jones seconded the motion. Motion carried unanimously.

Vice-Chair: Sue Haley made a motion to nominate Jerry Cooper for the position of Vice-Chair. Sheryl Jones seconded the motion. Motion carried unanimously.

Secretary: Sheryl Jones made a motion to nominate Sue Haley for the position of Secretary. Jerry Cooper seconded the motion. Motion carried unanimously.

The BAC Contact List will be amended by Secretary Sue Haley to reflect position changes and distributed to the members and staff

**GENERAL COMMENTS:** Manager LaPora distributed a Power Point presentation that she prepared to educate new BAC members. She will also provide this presentation to the Phase Representatives after review and comment.

**ADJOURN:** Chair Parker adjourned the meeting at 11:22 AM.

## MINUTES PUBLIC

### CC & R Review Committee Minutes

October 18,2022

In attendance: Marl Schneider, Judy Gilliland, Gail DesBrisay, Stephanie Proffitt, Norm Sharp, Jim Stagl, Mel Tellinghusen, CRR Admin rep. Kara Burkhart & Jefferson Co. rep. John Slyter

#### 1. Consent Items:

- A. Agenda for today's meeting.
- B. Minutes for September,2022 meeting:  
motion to approve by Gail DesBrisay & 2<sup>nd</sup> - Mel Tellinghusen Unanimous to approve.

#### 2. New Business:

##### A. New Complaints

- 1. 22-35– Junk truck - Mel & Norm inspected. No Hood. Property is clean of debris, nothing growing around vehicle. Deemed invalid. Kara will send a letter to complainant. They need to make a complaint to Jefferson Co if they think it is 'solid waste'.
- 2. 22-36 --- Junk truck & Trump flag 2024 – Mel & Norm inspected. Truck bed on trailer, deemed invalid. Kara will send letter to complainant to file with County. Trump flag is valid, sending letter to property owner with sign guidelines.
- 3. 22-37– Dog bite. Kara to send letter to complainant stating this is an issue that needs a complaint to Sheriff.
- 4. 22-38– Tiny house - Kara to send letter, this is a County violation.

#### 3. Old Business

##### A. Active 2022 CC&R

- 1. 22-05– large amounts of trash, RV's. Also, on Jeff Co log. County provided dumpsters twice. John of Jeff Co has requested she remove pallets & Expedition without tires. County has closed but warned he will go straight to citing her if he gets another complaint. Expedition and old trunk remain. Mel will follow up with owner. Continue to monitor.
- 2. 22-10– inoperable/disabled vehicles. On County log also. Progress but slow. Jeff. Co. working with property owner. We will close as a CC&R as this is Jeff Co. solid waste issue.
- 3. 22-13 –dismantled cars & junk Stephanie viewed from complainants' property & stated that this is a County violation. John has talked with resident, who is not the owner.

Owner is making a plan for cleanup. Jeff Co working with property owner & will continue to monitor. We will close CC&R case as this is a Jeff Co issue.

4. 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. House is complete but have not received occupancy permit. John will check to see if there has been a final inspection & occupancy granted. Continue to monitor
5. 22-20– Old cars, trash piles., garbage. Judy & Steffanie inspected 6-21-22. Significant cleanup has been done. Vehicles removed. Continue to monitor for another month. Judy inspected & everything but one pile close to house. Will send letter thanking for the cleanup & remind about last pile. Continue to monitor
6. 22-25– trash, rubbish, inoperable vehicles & old appliances. Verified trash & letters sent. Resident called & stated they would clean up, but they are only here 3 days a week. Gave them 2 weeks. Mark did an inspection 9/20 no change. Mark will contact owner next week to see if he can get them to agree to an abatement plan.
7. 22-29– Rooster/hens noise nuisance. Mel has met with complainant & heard rooster. Will send letter. We did receive an email with attachment with noise lasting over 15 minutes. Gray area as Jeff Co does not have a noise restriction. She is willing to get the crow collars. Mel to follow-up to see if she has collars.
8. 22-30 – Several inoperable vehicles/debris. Judy viewed & confirmed 5-7 vehicles (unable to verify if operable), several utility trailers & a questionable working hot tub. Sent letter. Resident asked to talk with CCR committee & Mel & Judy met with her 9/12. She explained the vehicles in question. Son is sorting metals. We asked if we could meet with son to discuss areas needing attention. Judy called on 9/19. Her son didn't want to meet with us. Mel drove by that afternoon. Son was there, Mel talked with him. Is on County log and John has been in contact with owners. Some progress but slow.
9. 22-32 - Noise/barking dogs-nuisance. Judy & Gail drove by on 2 different days & times. One bark the first time & no barking on the 2<sup>nd</sup> trip. Letter sent to complainant we need audio recording verification. Video was not provided, and we were unable to verify. Closed
10. 22-34– Poster shows AR15 pointing outward. This is not a new poster. Previous complaints, regarding all posters, has been approved. Difficult to determine AR15. CLOSED

B. Open Violation

1. 22-01– Fine paid. Auto \$500 fine if any sign violation complaints within the next 12 months. Leave on log as a reminder. No new signs. Tattered flags replaced with new. Continue to monitor for new sign violations until 12/31/22.
2. 21-46, 47&48, & 22-03 – In January lot was mostly cleaned up. Fine process stopped. New vehicles & garbage. Send letter – 2 weeks to clean up or will be fined again. Property has been cleaned up significantly. John talked with owner.

Looks like grandson has brought more in. Jeff Co to send letter with 'intent to cite'. We will continue to monitor until John has citation hearing in November. Depending on outcome may take back to BOD.

3. 20-08– 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 point of contact with CCR monitoring. Mel, Pat & a person who buys vehicles, scrap metal etc. met with owner. He has removed big RV & load of appliances. Progress, but slow. Continue to monitor.

C. Review Deschutes & Jefferson Co's Active Complaints

1. Deschutes 3 – 1 new & 2 with no change
2. Jefferson 12 – 1 new, 7 updated & 4 no change

Member Input: None

Next meeting: December 20,2022 – Juniper Room – 1:30

## PHASE REP QUARTERLY MEETING Minutes

October 19, 2022

Zoom Meeting 6:00 pm

### 1. Call to Order:

**Roll call: Members Present:** Karen Atwood, Gina Anderson, Earleen Arthur, Kara Burkhart, Delight Farmer, Robin Gaudette, Cindy Henderson, Debbie Page, Greta O'Brien, Barb Schlabach, Marilou Smith, Judy Wells

**Members Absent:** Wendy Beyer, LynnDel Whitted

### 2. Approval of July 13, 2022 Minutes – Marilou motioned to approve the July minutes, Kara seconded the motion. Unanimous approval of the July 2022 minutes.

### 3. Old Business

- a. New/changes: Jul 21, Aug 27, Sept 23 = **Total 71**
- b. Updated owner list: Jul 10, Aug 18, Sept 18 = **Total 46**

### 4. New Business

- a. Karen introduced two new Phase Reps: Cindy Henderson (Phase 7) and Greta O'Brien (Phases 14 & 16)
- b. Covering Other Phases: Karen asked if anyone could volunteer to cover other phases when folks are on vacation, etc. Robin said she would cover phase 7 if Cindy was unavailable and Kara said she would cover phase 8. Greta, Cindy and Marilou also volunteered. Karen will send lists to them for backup. Robin asked that, after the annual email verification, Karen send updates to those that are acting as backup.
- c. New Instructions for forwarding emails: Karen asked that if we are forwarding her phase notice emails to please remove the FWD. It seems some of the notices are not being read if they see FWD in the subject line.

### 5. Open Discussion

- a. Karen reminded us to please send her dates that we plan to be out of town and unable to send our phase notices.
- b. Earleen asked if folks that live on Commercial Loop receive phase notices. They do if they have requested them. Please let them know so they can contact Karen or the office to be added.
- c. Gina asked if there was going to be a "trick or trunk" event this year. Karen said that the Tap House had taken over that event.

### 6. Adjourn – 6:23pm

### 7. Next meeting: January 11, 2023 ~ 6pm Via ZOOM

Respectfully submitted,

Gina Anderson  
Phase 10



**To:** Crooked River Ranch BOD  
**Fr:** Judy LaPora, Ranch Manager  
**Date:** 11/7/22  
**Re:** Administration Monthly Report for October 2022

**Significant Events/Accomplishments:**

- During October, I returned to work in person full time. I sincerely appreciate the kindness of the Board of Directors and staff regarding my absence. The budget process began in October with the initial kick off meeting of the Budget/Audit Committee on October 26. I began working on updating the Capital Reserve Plan spreadsheets in order to provide them to the Supervisors or their input. I also facilitated the Candidates Forum on October 28. I have begun working on the 2022 Christmas Celebration which will be held on December 3<sup>rd</sup>. The Celebration will include photos with Santa, hayrides, vendors and more.
- Kara processed 11 dues requests from title companies and 14 changes of ownership. She also completed 57 auto-debit billings for the 5<sup>th</sup> and 61 for the 20<sup>th</sup> of September as well as 104 monthly billing invoices and 15 newsletter accounts. She was able to collect two accounts for \$1663 in our in-house collection accounts. She provided updated ledgers to our collection attorney who collected \$1000 down on one account and \$2695 in three payoffs. She processed and mailed 139 past due letters. She filed four lien releases, sent one intent to lien letter and 13 intent to collect letters. She processed 2 CC&R complaints, sent 14 CC&R letters and processed 3 inspection reports .
- Tammy processed 337 payments. She scanned 22 property files, printed 10 directories, processed 5 ARC applications and verified 28 completed ARC applications. She also continues to take care of the mail, and handle all incoming calls and walk-ins. Due to our phone system failure, she also answered a steady stream of phone calls regarding the issue and assisted guests with getting information to the Pro Shop and RV Park until we were able to install a new system.
- As usual, Phyllis produced another stellar issue of the Telegraph.
- Jan 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 and managing fixed assets. She will be preparing the six month to budget financials soon for review by the Budget/Audit Committee.

Respectfully submitted,  
Judy LaPora, Ranch Manager



## OCTOBER 2022 GENERAL MAINTENANCE REPORT

November 17th, 2022

**Heritage House:** The electrical upgrade engineering for the house is nearing completion. We should have the scope and cost study before the end of the year. We filled some potholes in the driveway around the house and replaced a fuse which had blown in the kitchen circuit.

**RV Park:** The RV Dump station Permit has been received from DEQ and Jefferson County; and following the pre-construction meeting with the Excavation contractor, the engineer, and DEQ, trenching will begin for the Pump-out pad and holding tanks. The tanks will have an alarm system to alert us when it is time to pump and haul the septage. A broken septic pipe in C-Loop was repaired.

**Lower Pasture/Irrigation:** The irrigation pipe replacement is completed with new PVC lines to the Heritage House Paddock and the three active laterals in the pasture. The system was tested and works fine. Final adjustment will have to wait until next spring as we have blown down all irrigation lines for the winter. We assisted a large group of volunteers to pick rocks and debris from a 30-acre area of the lower pasture. This will facilitate mowing of the pasture going forward.

**Commercial and Mac Parks:** The fencing contractor is due to begin the split rail fence for the park on November 23<sup>rd</sup>. The swing set will be installed before Christmas. The aerator fountain was pulled from Mac Park Pond and winterized.

**Tennis/Pickleball Courts:** New court lights we had installed are working well. The Tennis nets will be taken down for the winter.

**Phone System:** The new internet-based phone system installed by Cascadetel is working well. East Cascade Security installed a new LTE call out box on the Clubhouse/Admin fire alarm system.

**Walkways:** We have received quotes for the tear-out and construction of a paver walkway beside the Clubhouse and in front of the Juniper room and work will commence following the approval of the AFE.

**General:** We replaced the toilet in the beauty shop at the Arena. A Cluster box and Parcel Locker were destroyed by a vehicle at the mailbox site near Basalt and Shad roads. Jefferson County's Victim's Assistance is attempting to get a re-imbursement through the courts for the boxes and labor for installing them. We installed a new gate at the entrance to the Bone Yard and picked up chairs donated by the Twin Rivers Church.

Respectfully Submitted by: Michael Knoke



To: Judy LaPora, Ranch Manager  
CC: Kari Vickery, President CRR C & MA  
From: Randy Ballard, PGA  
Subject: October Update of Operations  
Date: November 1st, 2022

## **Golf Shop Operations**

### **Overview:**

Like September, October was beautiful. Average temp came in at 65.88\*, last year was 62\*; as you know good weather helps the golf business! Wind was down 2mph on average and we had 3 less days of rain this October over last.

### **Significant Events/Accomplishments:**

- Total revenue YoY up \$122,000 in the first 6 months; over COVID years that's big!
- Total rounds are up 4,832 in the first 6 months; an average of 805 more rounds per month. That is a lot more interactions, phone calls, helps merchandise sales and of course revenue. The only bummer is that 1,992 of those rounds are "\$0" annual pass rounds.
- Merchandise sales up \$28,886. Shipping and products are more widely available this year over last, and it shows in this line item

### **Opportunities:**

- Black Friday and Cyber Monday falls this month; I will be running my online prepaid rounds special as I did last year. This sale brought in \$38,760 last year: great revenue during a slower month. \*\*Most of this revenue will fall in December due to how the credit cards are processed since the sale falls at the end of the month\*\*

### **Potential Shortcomings:**

- I'm typing this as it snows just miles from here at my place in Redmond; we are open today but who knows what this winter will bring.

### **Looking Forward:**

- Tourneys are coming in more steadily for next year
- We have a solid staff this winter that I'm very excited to keep; coming into next Spring I should have a great returning crew as well

Best, Randy Ballard, PGA

CRR GOLF SHOP MONTHLY SALES REPORT  
October 2022  
Golf Shop Sales Report

OCT	2022	2021	% Chg
Days Closed:	0	0	

Oct '22 Revenues vs. Oct '21	Oct '22			Oct '21			Variance	% Chg	YTD	Previous YTD	Variance	% Chg
Greens Fees	58,890.00			47,386.10			11,503.90	20%	668,001.40	605,948.07	62,053.33	9.29%
Annual Pass Sales	-			539.00			(539.00)		222,307.75	201,213.25	21,094.50	9.49%
Cart Rentals	23,489.00			19,922.00			3,567.00	15%	234,102.25	227,791.50	6,310.75	2.70%
Merchandise Sales	17,022.15			13,324.20			3,697.95	22%	176,130.00	147,243.48	28,886.52	16.40%
Driving Range	3,216.00			2,901.00			315.00	10%	32,395.00	28,665.30	3,729.70	11.51%
Cart Storage Fees	-			-			-		34,124.00	32,719.00	1,405.00	4.12%
Miscellaneous Sales	112.50			16.00			96.50	86%	902.50	2,284.00	(1,381.50)	-153.07%
<b>Totals</b>	<b>\$102,729.65</b>			<b>\$84,088.30</b>			<b>\$18,641.35</b>	<b>18%</b>	<b>\$1,367,962.90</b>	<b>\$1,245,864.60</b>	<b>\$122,098.30</b>	<b>8.9%</b>
Oct '22 Rounds vs. Oct '21	Oct '22 Actual	HOLES		Oct '21 Actual	HOLES		Variance	% Chg	YTD	Previous YTD	Variance	% Chg
		9	18		9	18						
1 Rack Rate Rounds	925	222	703	748	155	593	177	19.1%	7,906	6,472	1,434	18.1%
2 Prop. Owner Rounds	71	25	46	68	28	40	3	4.2%	643	617	26	4.0%
3 Discounted Rounds	746	29	717	605	18	587	141	18.9%	7,874	6,871	1,003	12.7%
4 Annual Pass Rounds	1,587		1587	1,434		1434	153	9.6%	10,452	8,460	1,992	19.1%
5 Employee Rounds	40		40	38		38	2	5.0%	315	247	68	21.6%
6 Industry Comps	17		17	11		11	6	35.3%	144	97	47	32.6%
7 Gift/Punch Card Rds, etc.	44		44	51		51	(7)	-15.9%	679	417	262	38.6%
<b>Total Rounds Played</b>	<b>3,430</b>	<b>276</b>	<b>3,154</b>	<b>2,955</b>	<b>201</b>	<b>2,754</b>	<b>475</b>	<b>13.8%</b>	<b>28,013</b>	<b>23,181</b>	<b>4,832</b>	<b>17.2%</b>
Punch Cards Sold	1			3			(2)	-200.0%	48	41	7	14.6%
<b>2022/23 Golf Passes</b>	<b>Property Owner</b>			<b>Outside Passes</b>					<b>Total Passes</b>			
	This Month	This Mo. L-Y	Diff.	This Month	T-M-L-Y	Diff.			This YTD	Last YTD	Diff.	% Chg
P.O. Single			0						98	115	(17)	-17.3%
P.O. Couple		1	-1						77	84	(7)	-9.1%
PO Junior			0						8	4	4	50.0%
Non-Prop Single Full							0		18	9	9	50.0%
Non-Prop Single Wkdy							0		16	14	2	12.5%
NO Couple Full							0		19	15	4	21.1%
NO Couple Wkdy							0		3	2	1	33.3%
NO Junior							0				-	
NO Afternoon ONLY							0		6	3		
<b>Totals</b>	<b>0</b>	<b>1</b>	<b>-1</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>245</b>	<b>246</b>	<b>(1)</b>	<b>-0.4%</b>
	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 Member Rounds

- 5 All Employee rounds
- 6 All Industry comp rounds
- 7 Includes all rounds specifically from punch cards

**TO:** Judy Lapora, CRR Administrator  
**FROM:** Richard Jensen / Golf Maintenance  
**Date:** 11-11-2022  
**RE:** monthly report

**Overview:** Well, the weather never ceases to amaze on the high desert. For the month, high temperatures were nine degrees above average with lows five degrees above average as well. While we did receive almost a quarter inch of precipitation still over half an inch below average, beginning our water year in a deficit once again. Once the weather changed, the third week of the period, and temperatures became more seasonable we began experiencing regular frost delays. Even with our starting time pushed back to its latest, 7 am, we were held up an average of 1.5 hours on our morning maintenance. During these delays when staff is on hand, I have most of my mower operators hold off coming in until I contact them about a half hour before we can get on the turf, we catch up on tasks in the shop and throughout the course i.e.; cleaning the shop, picking up trash in native areas around the course and occasionally gathering range balls that make it past the back fence of driving range. Available labor was low again for the beginning and end of the month. One employee was out most of the period with COVID, then asked to be laid off early due to personal reasons. Another also requested to be laid off early for an elk hunt. Fortunately, turf growth had slowed enough by this time that we were able to keep up with mowing requirements with available staff. Most of the rest of the seasonal employees will be released by November 2. Until we hire a full-time irrigation tech, I will be keeping a couple of our seasonal employees on the payroll (inactive) to aid in covering maintenance duties during vacations, extended illness, or excessive snowfall.

**Significant Events/Accomplishments:** Except for the driving range tee, all tee tops, collars, and approaches were aerated using 5/8" solid tines on 2.5" spacing, sand top dressed and dragged. Most of the unsightly mat algae was removed from the surface of #8 pond. All sprinklers and valve boxes were trimmed, for the last time this season, in preparation for blowing out the irrigation system. It took two visits, but Central Oregon Weed Control sprayed all course roughs for broadleaf weed control along with applying a pre-emergent herbicide. In preparation for the winter golf season, three to four winter cups and covers were added to the putting greens. Once weather patterns dictate, we will be moving holes 7 & 8 to their winter positions. All greens received two tank mix applications of foliar fertilizer, fungicides at preventive rates and soil amendments. Also, once again took advantage of some chemical companies Early Order Programs for turf chemicals. This allows us to purchase products before annual price increases, locks in our rebate and discounts for additional purchases throughout the year offering extended payment terms as well.

**Opportunities:** I would like to take the opportunity to thank our seasonal employees for all their help and dedication over the past season! Without them the course would not be in the shape our players have come to expect. Despite Kevin still being physically able to perform as our course equipment manager he will be retiring from full-time employment soon. To minimize that circumstance, we are training Brian Pearce to step into this position for a seamless transition once Kevin makes that decision.

**Potential Short Comings:** The ever-increasing cost of everything is wreaking havoc with certain accounts of the operating budget. Inclement weather setting in early, disrupting snow mold control applications.

**Looking Forward:** Utilizing some much-needed vacation time, initiating our annual equipment preventive maintenance program, preventively treating greens, select approaches, fairways, and tees for snow mold control.

Respectfully Submitted,  
Richard Jensen GCS

TO: Crooked River Ranch Board of Directors

FROM: Road Department

DATE: 11/09/2022

Re: Monthly Report for October 2022

Overview: Maintenance, Grading, Ditch work

Road Maintenance: Our daily duties of setting out signs, blue room, fueling equipment and watering roads. We started the month out working on Sundown Canyon hauling and spreading gravel. We have done everything we can do on Sundown Canyon that we can do. We can not widen the road on the switchback until the water line is moved. For now, no further improvements can be made. We then cleaned out the ditch on Shad from Sundown up to Basalt and did some shoulder work. Then we spent two weeks doing ditch work on the lower part of Sandridge from the limb dump down to Bills Place. Here we cleaned out the ditches, installed check dams and a culvert. We then completed it with shoulder rock on both sides. The rest of the month we were able to grade and roll a few roads. They are as follows: Sundown Canyon, River Terrace Ice and Steelhead Falls, Chipmonk, Golden Mantle.

Vehicle Maintenance: We rotated the blades on the 770 grader. We greased the 260 excavator and 310 Backhoe. We did some work on our side spreader and got it running great. We set up number 2 plow truck with the sander and plow. We washed d/t #1,3,4 along with both water trucks. We fixed a shorted-out flasher in W/T # 1 and had to repair the driveshaft to the PTO. We also took D/T #3 to Schwab's for new front steering tires.

Misc.: We transported a man lift for general maintenance. We also pushed up delivered gravel for our stockpile.

Deer: We picked up two deer this month and made a tip to Bend for disposal.

Signs: We re-installed a horse sign as well as a pavement ends sign.

Town Trips: I made 3 trips to town this month for parts.

Respectfully

Jordan Jones / Road Supervisor

## RV PARK - MONTHLY REPORT – OCTOBER 2022

### OVERVIEW:

The month of October was a slow one. We still had a few guests staying with us throughout this month. Weather played a factor in some cancellations for weekend stays. Extended stay started in October, but we don't have as many monthly guests as compared to this time last year.

### INCOME:

October Camping income was substantially lower than last year at this time. Also, we do not have the monthly reservations that we had in October of last year.

	<u>2021</u>	<u>2022</u>
Camping:	\$20,202.51	\$10,570.00
Extended Stay:	\$9,625.00	\$6,932.44
Merchandise:	\$ 336.00	\$ 332.00
RV Park Income:	\$ 252.50	\$ 124.75
TOTALS : (BEFORE TAXES)	\$30,416.01	\$17,959.19

### PROJECTS:

Projects in October included Norm getting park ready for the winter. Been taking down dead trees and cleaning behind office and has made it look so much better. We will be covering all of the water pipes that will still be in use for winter months. The D loop will be closed for the winter and water lines will be blown out.

I will be working the office alone the winter months. I will begin to make changes to our rates in Parcs. I have adjusted office hours because we will not have as much foot traffic during the winter months. I am working on group reservations and making sure we have all deposits collected for all of the groups for 2023.

Submitted by:

Cathy Wagoner

RV Park Supervisor

Collection Report  
As of 11/18/2022

Date	Customer Type	Balance	Difference	# of Accts	Difference Owing
May 12, 2022	All	260,971.31		511	
June 20, 2022	All	684,024.41	423,053.10	1821	1310
July 15, 2022	All	442,474.23	-241,550.18	987	-834
September 15, 2022	All	313,036.30	-129,437.93	642	-345
October 14, 2022	All	283,841.77	-29,194.53	583	-59
November 18, 2022	All	249,748.76	-34,093.01	532	-51
May 12, 2022	Semi Annual	31,840.20		219	
June 20, 2022	Semi Annual	403,947.22	372,107.02	1519	1300
July 15, 2022	Semi Annual	162,343.06	-241,604.16	678	-841
September 15, 2022	Semi Annual	57,595.32	-104,747.74	337	-341
October 14, 2022	Semi Annual	36,589.81	-21,005.51	278	-59
November 18, 2022	Semi Annual	19,189.40	-17,400.41	238	-40
May 12, 2022	Pmt plans/Auto Debits	16,273.40		220	
June 20, 2022	Pmt plans/Auto Debits	64,112.12	47,838.72	231	11
July 15, 2022	Pmt plans/Auto Debits	60,890.14	-3,221.98	236	5
September 15, 2022	Pmt plans/Auto Debits	39,271.09	-21,619.05	234	-2
October 14, 2022	Pmt plans/Auto Debits	29,753.13	-9,517.96	233	-1
November 18, 2022	Pmt plans/Auto Debits	17,434.78	-12,318.35	224	-9
May 12, 2022	Attorney	128,105.34		47	
June 20, 2022	Attorney	129,245.09	1,139.75	43	-4
July 15, 2022	Attorney	131,912.78	2,667.69	47	4
September 15, 2022	Attorney	127,216.67	-4,696.11	46	-1
October 14, 2022	Attorney	127,656.19	439.52	47	1
November 18, 2022	Attorney	122,383.65	-5,272.54	45	-2
May 12, 2022	All F/C, BK, Etc	84,752.37		25	
June 20, 2022	All F/C, BK, Etc	86,337.48	1,585.11	25	0
July 15, 2022	All F/C, BK, Etc	87,200.75	863.27	25	0
September 15, 2022	All F/C, BK, Etc	88,953.22	1,752.47	25	0
October 14, 2022	All F/C, BK, Etc	89,842.64	889.42	25	0
November 18, 2022	All F/C, BK, Etc	90,740.93	898.29	25	0
May 12, 2022	1/2 Lots	0.00	0.00	0	0
June 20, 2022	1/2 Lots	382.50	382.50	3	3
July 15, 2022	1/2 Lots	127.50	-255.00	1	-2
September 15, 2022	1/2 Lots	0.00	-127.50	0	0
October 14, 2022	1/2 Lots	0.00	0.00	0	0
November 18, 2022	1/2 Lots	0.00	0.00	0	0

Note: Semi Annual balance includes small late charge balances and credit balances in which homeowners prepay. Balances also include unpaid transfer and other fees.



## **CROOKED RIVER RANCH C&MA BOARD MEETING**

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### **AGENDA ITEM SUMMARY**

**Meeting Date:** 11/21/2022

**Meeting Type:** Regular

**Department:** General Maintenance

**Staff Contact:** Mike Knoke

**Estimated Time:** 10 mins

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**ITEM TITLE:** AFE #279

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**ACTION REQUESTED:** Approve AFE #279 for installation of 1250 square feet of pavers to replace the aged concrete sidewalk beside the Clubhouse and in front of the Juniper Room.

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**ISSUE STATEMENT:** The original walkways around the clubhouse are cracked and crumbling with age. This section continues the upgrade of the walkways we began years ago, replacing concrete walkways with pavers. The pavers installed in 2015 have held up well and this project will match them with similar blocks and patterns.

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**ATTACHMENTS:** Written quotes from Old World Cobblestone, and Stone Wolf Construction. Old World Cobblestone is the company that installed the pavers between the Clubhouse, Sandbagger, and Pro Shop in 2015, and is the clear choice based on quality and cost. A third quote was received verbally from Relson Contracting for “Around \$30.00 per square foot.” They could not visit the site or provide a written quote in time for this meeting.

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**DISCUSSION/FINANCIAL IMPACT:** Funding is provided for in the Capital Reserve Plan and matures this year. Going forward, walkway improvement will continue with CRP funding for completion of the rear walkway of the Clubhouse and the side-walk from the front of the Clubhouse to the Sandbagger restaurant.

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

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

**DATE: 11-21-2022**

**AMOUNT OF EXPENDITURE: \$20,000.00**

**AFE NUMBER: 279**

**REASON FOR EXPENDITURE:** For installing 1250 square feet of pavers along the northeast side of the Clubhouse and in front of the Juniper room. The cost includes the tear-out of the existing sidewalk.

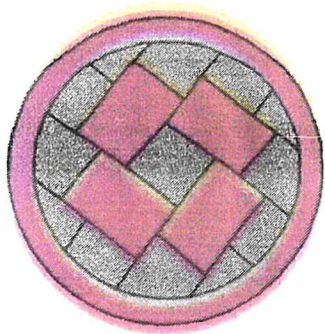
**JUSTIFICATION FOR EXPENDITURE:** This project will continue the walkway improvements in the Clubhouse area and will match the paver work done previously between the Pro-Shop, the Sandbagger Restaurant, and the Clubhouse. Funding is provided in the CRP.

REQUESTING DEPARTMENT: General Maintenance DATE: 11/14/2022

SUPERVISOR: Mieko Okada DATE: 11-17-22

RANCH MANAGER: Judy Lubera DATE: 11/17/22

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



# OLD WORLD COBBLESTONE INC.

## PROPOSAL & AGREEMENT

11/07/2022

cell # 408-6947

E-Mail [oldworldcobblestone@gmail.com](mailto:oldworldcobblestone@gmail.com)

CCB # 82623

web /[oldworldcobblestone.com](http://oldworldcobblestone.com)

Crooked River Golf Course  
Attention: Mike

The undersigned proposes to provide all labor and materials to  
Remove 1250 sq.ft. of concrete and Install 1250 sq.ft. of Pavers  
@\$16.00 per sqft =\$20,000.00

All of the above is to be completed in a substantial and workmanlike manner according to industry standards for the sum of 20,000.00 dollars any alteration or deviation from above specification involving extra cost of material or labor will be an extra charge over the sum mentioned in this contract. payment due on completion of project

Sheldon P. Jensvold



## Estimate

For: Crooked River Golf Course

Estimate No: 136  
Date: 11/08/2022

Description	Quantity	Rate	Amount
Remove 1,250 square ft concrete pathways	1,250	\$4.00	\$5,000.00
Install 1,250 sq ft paver pathways	1,250	\$20.00	\$25,000.00
Subtotal			\$30,000.00
TAX 0%			\$0.00
Total			\$30,000.00

Total	\$30,000.00
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Crooked River Ranch Club and Maintenance Association

Wildland Fuels Reduction Projects

Primarily for the treatment of TREES and BRUSH

7/15/2015 through 11/11/2022

221115

Map #	Project # on map	Start Date	End Date	Project Name	Prescription	Cost	Acres Treated	Contractor
1-3	1	150715	150724	Trout Road	Saw thin/prune junipers, chip & pile slash, mowing	3,940.00	5.9	WMI
3-3	2	150801	150801	Crater Loop	Prune junipers, remove down wood & slash	400.00	1.0 estimated	WMI
1-3	3	151027	151231	Arena Canyon: Bone, 15-16	Saw thin/prune junipers, chip & burn slash	10,117.50	4.9	WMI
1-3	4	151129	151129	Trout Road	Pile burning	420.00		WMI
1-3	5	160115	160125	Arena Canyon: 17	Saw thin/prune junipers, burn slash	3,350.00	2.7	WMI
3-3	6	160212	160216	Tower Road	Burn piles from previous pruning/thinning	757.50	8.0 estimated	WMI
3-3	7	160610	160616	Cinder Cone Loop	Saw thin/prune junipers, pile slash	1,575.00	1.8	WMI
3-3	8	160621	161021	Canyon Drive Tracts A-E	Saw thin/prune junipers, chip & pile slash	6,311.25	6.6	WMI
1-3	9	161025	170221	Upper Arena Canyon	Saw thin/prune junipers, burn slash	8,600.00	4.9	WMI
3-3	10	161027	161029	Cinder Cone Loop	Pile burning	400.00		WMI
3-3	11	161027	161029	Canyon Drive Tracts A-E	Pile burning	1,300.00		WMI
1-3	12	170307	171203	Tax Lot 1200	Saw thin/prune junipers, chip & burn slash	4,395.00	3.4	WMI
2-3	13	171216	171231	Outlook	Saw thin/prune junipers, burn slash	4,800.00	2.2	WMI
2-3	14	180105	180306	Outlook	Saw thin/prune junipers, burn slash	12,278.00	7.7	WMI
2-3	15	180426	181126	"Kite Park"	Saw thin/prune junipers, chip slash	8,920.00	12.8	WMI
2-3	16	181213	190109	Tract A	Saw thin/prune junipers, burn slash	4,840.00	2.2	WMI
2-3	17	190109	190121	Tract A	Saw thin/prune junipers, burn slash	4,400.00	2.0	WMI
2-3	18	190125	191210	Tract C	Saw thin/prune junipers, burn slash	9,460.00	4.3	WMI
2-3	19	200127	200129	Chinook/Business NW	Saw thin/prune junipers, chip slash	4,560.00	1.9	WMI
2-3	20	200128	200203	Chinook/Business SE	Saw thin/prune junipers, chip slash	9,695.00	9.1	WMI
2-3	21	201202	201207	Ballfield NW	Saw thin/prune junipers, chip slash	4,795.00	7.0	WMI
2-3	22	201207	201210	Pit NW	Saw thin/prune junipers, chip slash	9,333.00	15.3	WMI
1-3	23	210105	210110	Chinook Hill	Saw thin/prune junipers, chip slash	5,300.00	2.7	WMI
3-3	24	210727	210728	Cinder Cone Loop access	Mow brush, remove rocks	210.00	0.3	WMI
3-3	25	220208	220219	Crater Loop #1	Saw thin/prune junipers, chip slash	11,265.00	12.7	WMI
3-3	26	220219	220219	Access Peninsula N	Saw thin/prune junipers, chip slash	425.00	0.5	WMI
1-3	27	221111	221111	Trout A mow Trees	Saw thin/prune junipers, chip slash	3,172.00	5.2	WMI
						\$135,019.25	125.1	
2-3	A	211129	211206	Chinook Business NW Mow	Mow brush/grass & some small junipers		2.4	Albion Const.
2-3	B			Chinook Business SE Mow	Mow brush/grass & some small junipers		10.0	Albion Const.
2-3	C			Pit NW Mow	Mow brush/grass & some small junipers		16.5	Albion Const.
2-3	D			Ballfield NW Mow	Mow brush/grass & some small junipers		7.0	Albion Const.
2-3	E			Store/Boneyard A & B	Mow brush/grass & some small junipers		5.7	Albion Const.
2-3	F			"Kite Park"	Mow brush/grass & some small junipers		12.8	Albion Const.
						\$10,100.00	54.4	
						\$1,005.00		WMI
						Mowing project: Set-up, supervise, clean up		
						Mow grass/weeds		
						\$5,000.00	30.0	est. Charlie Smith
						Total		
						209.5		

Note: During this time period additional work has been done by Heart of Oregon, Jefferson County inmate crews and General Maintenance Staff. No specific acreage totals are available.

## AR Log for November 21, 2022

AR Log for November 21, 2022					
	ACTION OFFICER (*CONTACT)	TASK	STATUS	TASK DESCRIPTION	COMMENTS
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.	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. 11/7/22 no change
2	M Knoke Randy Peterson	Fire Abatement Project No. 2 - Lower Pasture	On-going	To reduce fire danger on lower pasture.	11/7/22 Work Party was effective at cutting trees, removing rocks, pipe and other obstructions to facilitate future mowing. Next work date needs to be determined to remove small trees/limbs/brush. Need to discuss disposal with Fire Department.
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	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. 11/7/22 no change
4	K Vickery	Commercial Loop Improvements	On-Going	Clean up appearance of Commercial Loop.	11/7/22 Fence Supply issues continue to be a factor in completing the required fencing. Convex will be painted when weather permits.
5	M Knoke, M Dries, J Randall	Heritage House Improvement Project	New	Engineering firm is reviewing for recommendations	Engineering Firm has taken photos for review and will create plan. 11/7/22 No change

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

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

Monday, December 5, 2022

- I. Call to order
- II. Roll call
- III. Special topics
  - a. Regular Board Meeting Agenda Review – November 17, 2022
  - b. RV Park Dump Station Update – Supervisor Mike Knoke
  - c. Alternative Funding Committee Update – Director Jones
  - d. Neighbor Helping Neighbor Committee Update – Karen Atwood
  - e. CRR Christmas Celebration Recap – Ranch Manager LaPora
  - f. A/R log Review
- IV. Vote to Adjourn to Executive Session if Needed