

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

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

Monday, November 7, 2022

- I. Call to order
- II. Roll call
- III. Special topics
  - a. New Board Members Swearing In and Seating
  - b. BOD Assignments Revision
  - c. Regular Board Meeting Agenda Review – November 17, 2022
  - d. Resolution 2022-11-07 – Transfer of Funds to Capital Reserve Plan
  - e. Alternative Funding Committee Charter and Policies & Procedures – Director Jones
  - f. Neighbor Helping Neighbor Policy Proposal – Karen Atwood
  - g. Budget/Audit Committee Calendar
  - h. Volunteer Service Forms – Diane Nunley, Alternate Funding Committee; Bill Burt, BAC
  - i. A/R log Review
- IV. Vote to Adjourn to Executive Session if Needed

OATH OF OFFICE  
BY THE BOARD OF DIRECTORS OF CRRC&MA

I, Robert Beveridge, do solemnly swear that I will uphold and abide by the Articles of Incorporation; the Covenants, Conditions and Restrictions; and the By-Laws of the Crooked River Ranch Club and Maintenance Association;

That I will act in accordance with these documents, according to law and regulations and at all times in the best interests of the Association and its membership;

That I will respect the dignity, values and opinions of each Board member and Employee;

That I will attempt to understand and represent the needs of all those we serve, not just a particular geographic area or special interest group, and base on my judgements and decisions with integrity and in the best interest of the Association;

That I will not discuss any proceedings deemed confidential by the full Board outside the Board Room;

That I will uphold, support and abide by any and all decisions made through motion or resolution by a majority vote of the Board of Directors;

And that I will discharge all duties appointed me to the best of my ability, so long as I remain a member of the Board of Directors of the Crooked River Ranch Club and Maintenance Association between November 7, 2022 and September 6, 2023.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME

OATH OF OFFICE  
BY THE BOARD OF DIRECTORS OF CRRC&MA

I, Daniel Lowe, do solemnly swear that I will uphold and abide by the Articles of Incorporation; the Covenants, Conditions and Restrictions; and the By-Laws of the Crooked River Ranch Club and Maintenance Association;

That I will act in accordance with these documents, according to law and regulations and at all times in the best interests of the Association and its membership;

That I will respect the dignity, values and opinions of each Board member and Employee;

That I will attempt to understand and represent the needs of all those we serve, not just a particular geographic area or special interest group, and base on my judgements and decisions with integrity and in the best interest of the Association;

That I will not discuss any proceedings deemed confidential by the full Board outside the Board Room;

That I will uphold, support and abide by any and all decisions made through motion or resolution by a majority vote of the Board of Directors;

And that I will discharge all duties appointed me to the best of my ability, so long as I remain a member of the Board of Directors of the Crooked River Ranch Club and Maintenance Association between November 7, 2022 and September 6, 2023.

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SIGNATURE

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DATE

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PRINTED NAME

2022-2023 BOARD ASSIGNMENTS REV 11 7 22

Assignment	Current BOD Member Assigned	New BOD Member Assignments
Advisor - Administrative Services Department	Kari Vickery	
Advisor - Facilities Services Department	Mike Dries	
Advisor - Golf Operations Department	Randy Peterson	
Committee Liaison - Architectural Review Committee	Mike Dries	
Committee Liaison - Budget/ Auditing Committee	Sheryl Jones	
Committee Liaison - CC&R Review Committee	Kari Vickery	
Committee Liaison - Neighborhood Phase Rep Committee	Randy Peterson	
Committee Liaison - Parks and Recreation Committee	Ara Erdekian	
Committee Liaison - Events Committee	Ara Erdekian	
Committee Liaison - Ranch Enhancements Committee	Julia Randall	
Committee Member (President ex officio) - Nominating Committee	Kari Vickery	
Committee Member (Treasurer ex officio) - Budget/Audit Committee	Randy Peterson	
Officer - President	Kari Vickery	
Officer - Secretary	Mike Dries	
Officer - Treasurer	Randy Peterson	
Officer - Vice President	Ara Erdekian	
Team - CC&R Enforcement Issues	Mike Dries	
Team - CC&R Enforcement Issues	Sheryl Jones	
Team - Communications Issues	Kari Vickery	
Team - Communications Issues	Ara Erdekian	
Team - Communications Issues	Julia Randall	
Team - Contract Review & Insurance Issues	Sheryl Jones	
Team - Contract Review & Insurance Issues	Randy Peterson	
Team - Contract Review & Insurance Issues	Sarah Woolverton	
Team - Employee Issues	Julia Randall	
Team - Employee Issues	Mike Dries	
Team - Employee Issues	Kari Vickery	
Team - Golf Issues	Randy Peterson	
Team - Golf Issues	Sarah Woolverton	
Team - Legal/Collection of Unpaid Dues	Kari Vickery	
Team - Legal/Collection of Unpaid Dues	Julia Randall	
Team - Legal/Collection of Unpaid Dues	Ara Erdekian	
Team - Road Issues	Ara Erdekian	
Team - Road Issues	Sarah Woolverton	
Team - Security & Safety Issues	Sarah Woolverton	
Team - Security & Safety Issues	Mike Dries	
Team - Construction Committee	Julia Randall	
Team - Construction Committee	Sarah Woolverton	

**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

## **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:**

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

## RESOLUTION 2022-11-07

*(A Resolution/or transferring funds to the Capital Reserve Plan (CRP))*

**Whereas,** Crooked River Ranch Club and Maintenance Association Board of Directors (BOD) adopted Resolution 2010-04-19 to guide the Budget/Audit Committee (BAC) in developing its recommendation to transfer cash to the Capital Reserve Plan (CRP); and

**Whereas,** the goal of the Association as noted in the Policy and Procedures Manual is, at a minimum, to transfer funds from operating funds into the CRP the amount of depreciation resulting from the use of its property and equipment from the prior fiscal year; and

**Whereas,** in addition to the foregoing, the BAC may recommend to the BOD an additional contribution from the operating fund to the CRP based on the increase in available cash and estimated need for the current Fiscal Year; and

**Whereas,** at the BOD Regular Meeting on April 18, 2016, the BAC recommended and the BOD approved a "Budgeted Transfer from Operations" line item of \$75,000 be added to the Operating Budget each year to ensure a minimum contribution to the CRP over the BOD mandated depreciation transfers with an additional discretionary transfer option for years when the Association is in a position to transfer more than the budgeted amounts; and

**Whereas,** based on the BOD approved "Budgeted Transfer from Operations", a transfer from operating funds into the CRP in the amount of \$75,000 was made on November 1, 2022 for FY 2023 based on the availability of operating funds and estimated needs for them for the balance of FY 2023; and

**Whereas,** the BOD approved transfer in the amount equal to the depreciation for FY 2023 in the amount of \$172,799 from operating funds into the CRP was made on November 1, 2022.

**Therefore,** the BAC is recommending an additional discretionary transfer of funds from operations in the amount of \$500,000, to be made immediately, which is based on available funds in operating accounts.

**SIGNED AND APPROVED** this \_\_\_\_\_ Day of November, 2022

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Mike Dries, Secretary

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Kari Vickery, President

# **ALTERNATIVE FUNDING COMMITTEE**

## **Committee Charter**

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**Approval Date:**                      **For Year(s):** 2022 - ongoing

**Name of Committee:** Alternative Funding Committee

**Type of Committee:** ☐ Ad Hoc ☒ Standing

**Purpose of Committee:**

1. To develop a structured approach to building a reliable, alternative, non-fee-related source of funds that will be used to promote the common health, physical and mental welfare, and safety of the residents of the Crooked River Ranch community.
2. Focus is on identifying and submitting applications to alternative funding opportunities.
  - Alternative, non-fee-related funds include money, items of value, or the donation of services received from sources unrelated to regular or special assessments, fees, fines, or interest paid by Members to the Association.
  - Funds received may be used alone or combined with other funding sources to achieve greater results and benefits for the Crooked River Ranch Club and Maintenance Association community.
3. The AFC is advisory in nature.
  - AFC shall assist the Board in achieving betterment of the Ranch community by identifying available sources of funding that may be used to support specific improvements or programs of need.
  - The AFC will research requirements for obtaining grants or other sources of funding and advise the Board of Directors on all matters pertaining to the acquisition of such funding.
4. The AFC shall prepare and deliver an annual report to the Board of Directors no later than the third (3rd) Monday in June of each year.

**Projected Length of Service for Committee:** Ongoing



**Number of Committee Members:**

- (3) Managing Members, including one (1) Chairperson and two (2) Vice-Chairpersons, and as many associate members as the Managing Members may determine are desirable at any given time.
- The positions of Chairperson and Vice-Chairpersons may only be filled by current Directors appointed to those positions by majority vote of the Board of Directors.
- The associate member positions may be filled by any Member of the Association in good standing and shall be appointed by the majority vote of the Managing Members of the AFC.

**Length of Committee Member Commitment:**

- Managing Members, 2 year minimum with 1-year renewals or until Managing Member is no longer serving on the Board Of Directors.
- Associate Members, Positions on the AFC are for indefinite terms.
- Any member of the AFC, encompassing both Managing Members and associate members, may be removed, at any time, with or without cause, by a majority vote of the Board of Directors.
- Any associate member may be removed at any time, with or without cause, by a majority vote of the Managing Members of the AFC

**Projected # of Meetings Per Year:** 12 (Twelve)

**Location of Meetings:** Administration office/Juniper Room or via Zoom

**Provide minutes to BOD?** ☒ Yes ☐ No

**Financial Impact:** None.

**Confidentiality Requirement:**

1. Committee Members will honor and protect all of information related to the development of and structured approach to, building a reliable alternative, non-fee-related source of funds.
2. The following information is to be kept in the strictest confidence.
  - All Information used for or on applications
  - Information from a proposal or the review process for their own personal benefit.
  - Proposals or meeting notes with anyone who is not a part of the review process.

- Any of the discussion of proposals that takes place during the process.
- Access to the computer systems or meetings.
- Research information used for completion for obtaining grants or other sources of funding.
- Matters pertaining to the acquisition of such funding or services.
- Contact information of Chairpersons, Associates members, employees of CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION, or any person or organization who aided in the acquisition of such funding or services.

### **Expectations of Alternative Funding Chairperson:**

- Ensure all new Committee Members receive the appropriate training and information.
- Maintain a database of all Committee members and keep them apprised of changes in protocols, dates for meetings, and distribute meeting materials.
- Maintain a backup database of all programs, funding sources, persons or organizations involved in or aiding to the acquisition of such funding or services.
- Update Policy and Procedures guidelines as needed
- Ensure Committee meets the requirements listed in this charter.
- Maintain and update Board of Directors with minutes of all meetings and any opportunities obtaining grants or other sources of funding, and all matters pertaining to the acquisition of such funding.
- Ensure the Co-Chairpersons are informed on all protocols and are able to serve as backup in the absence of the Chairperson.
- Ensure Board of Directors, Co-Chairpersons, Associate Members and administration with current minutes and any changes to schedules.

### **Expectations of Co-Chairpersons:**

- Assist Chairperson with minutes and changes to schedule.
- Assist Chairperson in maintaining a backup database of all programs, funding sources, persons or organizations involved in or aiding to the acquisition of such funding or services.
- Assist Chairperson with any opportunities obtaining grants or other sources of funding, and all matters pertaining to the acquisition of such funding.
- Serve as backup to Chairperson.

**Expectations of Alternative Funding Committee Associate Members:**

- Be fully aware of all confidentiality requirements.
- Maintain assigned databases and follow up with Chair and Co-Chairs when information changes to ensure accurate records are kept.
- Attend meetings and trainings as assigned.

## ALTERNATIVE FUNDING COMMITTEE

### **Mission Statement:**

The MISSION of THE ALTERNATIVE FUNDING COMMITTEE of the CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION is to support the emotional, intellectual and recreational well-being of all of its community members.

By creating a reliable non-revenue funding stream to be used for programs and services that promote the preservation and betterment of the Ranch and its residents.

To aide in ensuring the safe, secure, and clean-living environment; and by promoting the continuing improvement of the safety, quality of life and property values for all Ranch Residents.

## Neighbor Helping Neighbor Proposed Policy Change

Because the Neighbor Helping Neighbor funds are donated by CRR property owners for the sole purpose of assisting their fellow community members pay their dues, the following revision to the Policy and Procedure Manual is proposed. This change would place the management of the funds under a Committee consisting of a Program Coordinator and three members. The Program Coordinator and Committee Members must all be members in good standing of the Association.

Crooked River Ranch Club & Maintenance Association Policy & Procedure Manual proposed modification:

### 5.7 Neighbor Helping Neighbor Program:

The Board approved the Neighbor Helping Neighbor Program in order to assist CRR homeowners with paying their homeowners' dues. Contributions to the program are made by homeowners on the Ranch who want to assist their neighbors and can be made either directly at the Administration Office or when paying their semi-annual dues. The contributions to the program are not tax-deductible. The Board will approve a Program Coordinator who will manage the process of interviewing and recommending applicants for the Program.

Homeowners who request assistance must meet the following requirements:

- Applicant must be a homeowner of record;
- They must have lived on the Ranch a minimum of one year;
- They must complete an application and provide necessary documentation, such as tax returns, proof of income, copies of mortgage statement, utility or medical bills, or any other documentation the Program Coordinator deems necessary;
- They must agree to an in-person interview with the Program Coordinator.

Applicants who re-apply for assistance within one year and who have experienced no changes to their financial status, will need to complete a Notice of No Change application. All forms are available at the Administration Office and on-line.

A Committee of property owners will be formed to make the final decision as to which applicants will be assisted and for what amount. The Committee will be under the supervision of the Program Coordinator. The Committee should consist of the Program Coordinator and 3 Association Members who are in good standing. Prospective Committee members must submit a volunteer service form to be approved by the Board of Directors and sign a confidentiality agreement.

After reviewing the documentation provided by each applicant, the Program Coordinator will review the submitted items and make recommendations to the NHN Committee based on applicant's debt-to-income ratio, amount of dues owed, and any special circumstances deemed relevant to the case. Each applicant will be assigned a case number and all information

## Neighbor Helping Neighbor Proposed Policy Change

obtained by the Program Coordinator will be held in the strictest confidence. The Program Coordinator will meet either in person/zoom/email and provide necessary information to Committee members to allow them the opportunity to discuss recommendations made by Program Coordinator. Meetings will be scheduled as needed dependent on the number of applications.

The Program Coordinator will present to the Board, in a semi-annual report, the number of applicants approved and amounts. Additionally, a running balance report will be provided at least quarterly.

## Neighbor Helping Neighbor Current Policy as of 11 7 22

### 5.7 Neighbor Helping Neighbor Program:

The Board approved the Neighbor Helping Neighbor Program in order to assist CRR homeowners with paying their homeowners' dues. Contributions to the program are made by homeowners on the Ranch who want to assist their neighbors and can be made either directly at the Administration Office or when paying their semi-annual dues. The contributions to the program are not tax-deductible. The Board will approve a Program Coordinator who will manage the process of interviewing and recommending applicants for the Program.

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- They must complete an application and provide necessary documentation, such as tax returns, proof of income, copies of mortgage statement, utility or medical bills, or any other documentation the Program Coordinator deems necessary;
- They must agree to an in-person interview with the Program Coordinator.

After reviewing the documentation provided by each applicant, the Program Coordinator will review the submitted items and make recommendations to the Board based on applicant's debt-to-income ratio, amount of dues owed, and any special circumstances deemed relevant to the case. Each applicant will be assigned a case number and all information obtained by the Program Coordinator will be held in the strictest confidence. The Board will then have the final decision as to which applicants will be assisted and for what amount.

Applicants who re-apply for assistance within one year and who have experienced no changes to their financial status, will need to complete a Notice of No Change application. All forms are available at the Administration Office and on-line.

## CRR FY 2022-23 Budget Calendar

<b>Date</b>	<b>Time</b>	<b>Type</b>	<b>Agenda</b>
Wednesday, Oct. 26, 2022	10:00 am	<b>BAC</b>	Elect officers; establish budget calendar
Wednesday, Dec. 7, 2022 (upstairs or Mirror Room Clubhouse)	10:00 am	<b>BAC</b>	Review draft of FY 2024 30-Year CRP
Wednesday, Jan. 18, 2023	10:00 am	<b>BAC</b>	Work Session: FY 2024 30-Year CRP Review FY 2022-23 budget-to-actual operations (6 mo)
Wednesday, Jan 25, 2023	10:00am-3:00pm	<b>Joint</b>	Staff presentation of Proposed FY 2024 Operating Budget and Fee Schedule Q & A
Wednesday, Feb. 1, 2023	10:00 am	<b>BAC</b>	Approve FY 2024 30-Year CRP; Work session--FY 2024 Operating Budget & HOA Dues
Monday, Feb. 20, 2023	6:00 pm	<b>BOD</b>	First read of proposed FY 2024 Fee Schedule
Wednesday, Feb. 22, 2023	10:00 am	<b>BAC</b>	Approve FY 2024 Operating Budget & HOA dues
Wednesday, Mar. 1, 2023	10:00 am	<b>BAC</b>	Work session – if needed
Monday, Mar. 6, 2023	10:00 am	<b>BOD</b>	First read of proposed FY 2024 30-Year CRP
Monday, Mar. 20, 2023	6:00 pm	<b>BOD Public Meeting</b>	First read of FY 2024 Operating Budget Second read & adoption of FY 2024 30-Year CRP Second read & adoption of FY 2024 Fee Schedule BAC Chair presentation
Monday, April 3, 2023	10:00 am	<b>BOD</b>	Work session: FY 2024 Operating Budget
Monday, April 17, 2023	6:00 pm	<b>BOD</b>	Second read & adoption of FY 2024 Operating Budget
Monday, August 14, 2023	10:00 am	<b>BAC</b>	CRR Auditors' Report on FY 2022-23 Financial Statements (noted as a DRAFT)
Saturday, August 19, 2023	9:00 am	<b>Annual Meeting</b>	Treasurer's Report at MacPherson Park



# VOLUNTEER SERVICE FORM

Volunteers do much of the work on Crooked River Ranch. Please complete this form and return it to the Administration Office or mail to:

5195 SW Clubhouse Rd.  
Terrebonne, OR 97760

Name: Diane Nunley

Mailing Address: 16840 SW Lynx Ct, Terrebonne, OR 97760

Phone: 541-504-7680

Email: dianenunley1@cbbmail.com

★ Please check one or more committee(s) that you are interested in serving on as a volunteer.

All committees serve to carry out the Business of the Board of Directors.

☐ Budget & Audit – approved the annual budgets for Board adoption and review Audit and Management letter.

☐ Golf Advisory – provide input on strategic golf course design and directions.

☐ Maintenance – recommend technical advice on general maintenance of common areas and golf course.

☐ Nominating – make recommendations for election to the Board of Directors and Architectural Committee.

☐ Park & Recreation – promote & recommend recreational activities for members.

☐ Phase Rep – enhance communications between Ranch Residents and the Board as put out by the Board.

☐ CC&R Review – help maintain livability and property values by investigating and enforcing the Ranch CC&R's.

☐ Events – promote & facilitate various Board of Directors sanctioned events.

☒ Other AFC, Alternate Funding Committee, associate member for the Heritage House project

Are you a "Snowbird" Yes ☐ No ☒ Yes, how long are you gone \_\_\_\_\_

Experience/Background: 23 years banking, owner of gift shop, owner of Home Staging company, Real Estate investor, CRR: Phase Reps, Events, FANs, Senior Group VP

## Confidentiality Requirements of the Committee Members (2.2.4.6 a):

Every committee member is responsible to maintain confidentiality of sensitive or personal information gained due to his or her membership committee. Information about other association members, staff or any other confidential information gained as a committee member must be held in the strictest confidence and respect unless the committee member is authorized to share that information. Failure to do so may result in removal from the committee by action of the committee or the BOD.

Signature: Diane Nunley 10/21/22

# VOLUNTEER SERVICE FORM

OCT 26 2022

TW

✓ Current on Dues  
✓ no CC&R

Volunteers do much of the work on Crooked River Ranch. Please complete this form and return it to the Administration Office or mail to:

5195 SW Clubhouse Rd.  
Terrebonne, OR 97760

Name: Bill Burt

Mailing Address: 14302 SW Hummingbird Rd

Phone: 360-701-6174 Email: billburtcrr@gmail.com

★ Please check one or more committee(s) that you are interested in serving on as a volunteer.

All committees serve to carry out the Business of the Board of Directors.

☒ Budget & Audit – approved the annual budgets for Board adoption and review Audit and Management letter.

☐ Golf Advisory – provide input on strategic golf course design and directions.

☐ Maintenance – recommend technical advice on general maintenance of common areas and golf course.

☐ Nominating – make recommendations for election to the Board of Directors and Architectural Committee.

☐ Park & Recreation – promote & recommend recreational activities for members.

☐ Phase Rep – enhance communications between Ranch Residents and the Board as put out by the Board.

☐ CC&R Review – help maintain livability and property values by investigating and enforcing the Ranch CC&R's.

☐ Events – promote & facilitate various Board of Directors sanctioned events.

☐ Ranch Enhancements – make recommendations for using Steel Stampede funds.

☐ Other \_\_\_\_\_

Are you a "Snowbird" Yes \_\_\_\_\_ No ☒ Yes, how long are you gone \_\_\_\_\_

Experience/Background: Previous HOA Director

## Confidentiality Requirements of the Committee Members (2.2.4.6 a):

Every committee member is responsible to maintain confidentiality of sensitive or personal information gained due to his or her membership committee. Information about other association members, staff or any other confidential information gained as a committee member must be held in the strictest confidence and respect unless the committee member is authorized to share that information. Failure to do so may result in removal from the committee by action of the committee or the BOD.

Signature: William (Bill) Burt

CRR Club and Maintenance

Revised 9/14/21

## AR Log for November 7, 2022

AR Log for November 7, 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. 10/17/22 no change
2 M Knoke Sheryl Jones	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. 10/3/22 - A work party is scheduled for October 19,2022 at 9:00am.
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. 10/17/22 no change
4 K Vickery	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 property. 5/16/22 - Cars are no longer stacked. 6/20/22 The Boneyard has installed a fence along Commercial. Progress is being made. 9/19/22 no change 10/3/22 - Supply issues continue to delay completion of fence. 10/17/22 Cover has been painted
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.