

**Crystal River Ranch News**  
**62201 Meadow Way E, Greenwater, WA 98022**  
<http://CrystalRiverRanch.org>

**Meeting Minutes for September 15, 2018**

President Curt Simonson called the meeting to order at 4:00 pm.

Board members present: Curt Simonson, Karl Goeres, Erik Godo, Robert Copeland, Teresa Steel, Wendy Starrett, Shannon Cunningham

Members absent: Bob Hennings, Steve Lewis

Also Present: Caretaker Jake Payne, Frank Nemeth, Diane Thompson, Bob Hoffman, Betsy Rose, Cindy Hieggelke, Carol and Christian Linacre, Derek and Jamie Mckee

Minutes from the July 21st, 2018 meeting were accepted as published.

**Treasurer's Report (Teresa Steel)**

Checking	\$8,909.76
Money Market	\$74,911.29
Water Reserve CD	\$172,380.40
Capital Reserve CD	\$83,282.05
July Expenses	\$8,248.33
August Expenses	\$7,960.16

234 out of 240 lots have paid their annual assessment and water fees. Teresa distributed a Profit & Loss Actual vs. Budget covering January 1st-September 15, 2018.

**Caretaker's Report (Jake Payne)**

Security - Security has been a primary focus this month. Recently 6 homes and 5 sheds have been broken into; 2 package thefts and 3 key box thefts have occurred. In response, authorities were contacted, and available information and evidence was provided. Jake dramatically increased his security checks, using a random schedule, and periodic checks on every lot. This includes night rounds. Security cameras were monitored and a trail cam installed at the Y in the road at Alpine Drive and CRR Road; cam was stolen within 24 hours.

Bob Hoffman, a CRR resident and former Police Officer volunteered suggestions plus emergency contact information. Please see **New Business** and Attachment at the end of these minutes for his input.

Water – Performed routine daily monitoring, meter readings, water charting, static testing, monthly water sampling, and tank level monitoring. Updated DSL system chart. Continued to study for Water Exam. Completed the Herbicide & Pesticide Water Samples DOH Requirement. Submitted reports to DOH. Scheduled meeting with Master Meter. Worked with fire crew on water usage from hydrant for fire the beginning of August. Log book was created. New CL2 Pump received. Maintenance and repair of sprinkler system accomplished, installed new hydrant in the barn, Water Availability Form work completed, Section Valves Maintenance Worksheet updated, water mapping marking in progress. Sent water mapping to Pierce County to start culvert replacement at Willow/Birch Intersection. PSE has completed utility pole replacement project. New asphalt will be placed on main road, Alpine to Mountainside, and is scheduled to be accomplished within 15-30 days.

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Maintenance – Cleaned shop, pump house, and clubhouse, picked up garbage around community and CRR entrance off 410, did yard work in common areas and trail work throughout community including tree removal and clean up. Completed work on water pump generator with Jason Miller. Cleaned around water tanks, pressure washed clubhouse, paint touch ups, ordered and installed new signage. New work truck taken in for first service.

Office / Admin – Communicated updates via email to CRR community on fires, home break-ins, and burn ban. Updated database, organized office, contacted County regarding culvert repair.

Stables - Three horses currently in barn. Completion of 2018 stable maintenance projects included the placement of gravel in the barn main aisle and in the stall runs.

**Commission Reports**

**Water & Facilities (Karl Goeres)**

Water- Karl and Jake met with Northwest Water Systems to discuss the water valve replacement project. NW Water Systems will prepare a proposal for design, contract documents, specifications, and project management to accomplish the work. Work is expected to begin Summer 2019. NW Water Systems also has expertise in preparation of HOA water reserve system studies which the Water Commission may consider for the CRR system. Karl noted water valve marker locations need updating prior to the new asphalt paving scheduled soon. Also noted that water use charts show less than 1% loss in distribution system, indicating that leakage is under control.

Facilities - Trail marker signage is missing or needs repair in certain areas. Jake will review and address. Rec room door needs to be fixed. New washing machine in rec room.

**Architectural Control (Shannon Cunningham, Jake Payne)**

There were 8 project requests submitted to the ACC: 2 Roofs, 2 Sheds, 1 Painting, 1 Tree removal, 1 Siding, 1 New Construction.

Property owners are herein reminded of their responsibility to submit project permit requests to the Architectural Control Committee. Approved ACC permits are required prior to the start of project work. Requirements are described in the ACC Operating Procedures on the CRR website: <http://crystalriverranch.org/docs/>

**Shoreline Stabilization and Conservation Commission (Diane Thompson for Bob Hennings)**

The annual shoreline erosion survey was conducted on August 22, 2018. Bank erosion is occurring even though the peak flood event was below average. Lawrence Dominguez, Senior Ecologist with engineering firm KPFF and his assistant Bailey Thorniley conducted the survey. Four committee members attended. Bob will give a full report at the October Board meeting. A summary of the river project, including diagrams, can be found on the CRR website under the shoreline tab <http://crystalriverranch.org/shoreline-erosion/>.

**Box Gardens (Frank Nemeth)** Box gardens are ready to harvest. It has been a wonderful growing season. Please have your boxes cleared for winter by the end of October or early

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November. Certain boxes will be repaired or replaced prior to Spring. Contact Frank Nemeth with any questions or comments (360-663-0325, [FrankJanice@aol.com](mailto:FrankJanice@aol.com)).

**Old Business**

Possible Danger Trees in Common Areas - The Tree Risk Assessment Report prepared by American Forest Management to assess possible danger trees in the triangle area at the entrance to CRR was discussed. A motion was made to address community property trees assessed as posing a risk to structures. Motion passed.

Frisbee Golf - Proposal pending.

**New Business**

Please see attachment to the minutes regarding security information provided by Bob Hoffman.

Insurance coverages will be evaluated prior to next board meeting.

A Facebook group page for CRR homeowners was suggested. It could serve as a quick reference source with, as an example, fire updates, latest community news, and general contact information. Cindy Hieggelke offered to research interest and follow up on the idea with the Board at the next meeting.

Concerns with what appear to be increasing numbers of short-term renters were expressed, with comments that these visitors seem uninformed / unaware of CRR rules. Recommendations on how property owners can best manage these issues were requested from the Board.

Meeting was adjourned at 5:35 pm.

**Next Board meeting October 20th, 2018 at 4pm**  
**All property owners are encouraged to attend**