

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

***Board Meeting Minutes for November 16, 2019***

**Board Members in Attendance:** Karl Goeres, Teresa Steel, Erik Godo, Tim Smokoff, Derek McKee

**Absent:** Curt Simonson, Shannon Cunningham, Steve Lewis, Nate Thompson

**Others present:** Jake Payne, L J Frank, Debby Hyde, Bob Hennings

Karl called the meeting to order at 4:00pm.

**October 2019 Minutes:** approved as written.

**Treasurer's Report (Teresa)**

Checking	\$8,110.26
Money Market	\$31,578.45
Capital Reserve CD	\$94,145.16
Water Reserve CD	\$221,070.67

October Expenses \$55,623.00 (includes \$ 49,000 for walkways, driveway and tank road work)

236 out of 240 lot owners have paid their 2019 annual assessments and water fee.  
Two lots have liens; two lots owe for 2019 only.

**Caretaker's Report (Jake)**

*Maintenance* - Worked on drainage by breezeway and Corral. Got bid for mailbox addition and repair from Leo's Welding. Cleaned trail debris, clubhouse and showers. Spread 10 yards of topsoil along concrete walkways and leveled out low spots. Picked up tube lights for the barn and installed. Prepped all equipment for winter. Cleaned shop and pump-house. Repaired toilet in clubhouse.

*Water* - November sample and meter reads completed. Did map work and layout for Section Valve Project. Posted flyers, hung door hangers, and mailed out notices for Boil Only Advisory. Sent Docs to DOH. Built and installed roof over antenna at pump-house. Marked all water sites. Cleaned out culverts at water tanks. Ordered CL2 case. Ordered and picked up Boil Only signs. Picked up water sample bottles for section testing. Placed flags at all meters and cleaned off meter boxes. Dug out blow off at end of willow and cleared off debris and then reset. Drained water tank and took measurements of all sensors and levels to be programmed to the new Telemetry system. Static levels completed. Ran generator. Met with inspector from Pierce County regarding water project. Sent out updates on water valve project to all members.

*Security* - Walks completed weekly. Multiple security checks made daily. One attempted break in reported. Multiple suspicious vehicles around this month took down license plate numbers and made contact. 2 false alarms (rodents).

*Office* – Worked with CenturyLink again on internet issue. Community Center has been reserved for Thanksgiving Nov. 28<sup>th</sup> from 9am to 5pm. Went thru the old reserve study docs in preparation for new study. Picked up stationary supplies for mail outs and yearly assessments. Updated master meter database.

### **Commission Reports**

**Water and Facilities (Karl)** - NW Water Systems draft study received. Karl will add details as they become available. Planned completion date is early 2020. Water section valve work delayed due to configurations found not matching original plans in some cases.

**ACC** – 3 permits issued.

**Stables (Jake)** - There are currently 5 horses in the stables. One stall is open but will be occupied in the spring.

### **Shoreline Stabilization and Conservation Commission (Bob) -**

Bob Hennings gave an update on KPFF's 2019 Vane Assessment Summary and asked the Board to look at the Summary and the 2013 EcoAssets original scoping document (on website) and make comments. This will help the committee in working with KPFF Consulting Engineers. Channel Migration Study is ongoing.

### **Old Business**

**Cabin Rentals** - Several homeowners, who use their property as a vacation rental, have supplied Crystal River Ranch with a copy of the ***Vacation Rental Affidavit*** as required by Pierce County. If you have not done this yet, please send the affidavit to Crystal River Ranch. You may use the address above. If you have more questions about this requirement, please refer to the county codes regarding vacation rentals:

<https://www.codepublishing.com/WA/PierceCounty/html/PierceCounty18A/PierceCounty18A37.html#18A.37.040>

Debby Hyde will work with Jake to obtain names of additional lot owners who rent out their cabins on part time basis. She will also work with him to rework our Water Availability letter we send to the County.

**Hazard Mitigation Plan (Curt)** – No report.

**2020 Budget** - Discussed and added items needed by the Water and Facilities committee. Motion passed to approve the 2020 Budget as discussed. 2020 annual assessment and water fee will remain the same as in 2019.

**New Business** – No new business.

Meeting adjourned at 5:25pm.

**Next board meeting is January 18, 2020 at 4 pm  
All property owners are encouraged to attend**