

## Crystal River Ranch News

62201 Meadow Way E, Greenwater, WA 98022

<http://CrystalRiverRanch.org>

### *Board Meeting Minutes for November 16, 2024*

**Board Members:** Derek McKee (President), Martin Chvoj (VP), Teresa Steel (Treasurer), Curt Simonson (Secretary), Karl Goeres, Ron Oldham, Doug McGifford, Tim Smokoff, Justin Davis

**Absent:** None

**Others present:** Jake Payne

Derek called the meeting to order at 4:03pm.

The October board meeting minutes were approved as published.

## General Announcements

**Winterization.** Winter has arrived so please plan to winterize asap. Why? Last January we had more than 20 homes with frozen pipes leading to leaks, highlighting the need for homeowners to winterize their homes and take proactive measures such as: maintaining a minimum indoor temperature of 50 F if at all possible, keeping kitchen and bathroom cabinets open (especially if on an outside wall,) blocking the outside airflow vents in crawl spaces during the winter, and ensuring propane tanks are at least half full throughout the colder months. We understand that many people have generators, but in a few notable instances those failed to start or run continuously. And for those that don't have a generator, particular caution should be exercised anytime extreme temperatures are anticipated.

**Cross Connection Survey.** Only 3 lot owners have not completed the survey. If you are contacted by Jake to complete your survey, please cooperate. Lots that do not complete the survey will be flagged as a potential danger to our water system and be subject to the water being shut off. Copies have also been printed and placed in mailboxes to assist in completing the survey. Thank you to everyone who has completed the survey.

## Treasurer's Report (Teresa)

Checking	\$9,261	Money Market	\$13,320
Water CDs	\$302,113	Capital Reserve CD	\$108,854
Expenses October	\$25,404		

6 of 240 lot owners owe 2024 Assessments and 2 lot owners have liens.

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

Office & Admin: Completed weekly plans, updated the database, managed communications including prepping annual dues envelopes, and prepared for Board meetings with remote access equipment. Coordinated with lot owners on various issues.

Maintenance: Dug trench and installed 180' of conduit from ranch house to post by driveway/entrance. Backfilled and cleaned up project site. Picked up mole hills around ranch house. Picked up deicer and sand. Designed propane tank screening plan and obtained bids for materials. Obtained fence slat materials costs for pump house and well head fences. Filled potholes in gravel area by mailboxes. Grounds and trail maintenance completed around the ball field, ranch house, picnic areas, etc. Equipment maintained as required. Performed regular cleanups of the shop, clubhouse, and community areas. Serviced truck.

Water: Efforts continue to get all lot owners to complete cross connection surveys. Only 5 remain. Adjusted heater in pump house. Maintained tank road and areas around all water facilities. Water usage emails/mail outs (for non-email lots) completed monthly. Copies are also in the rec room on the bulletin board. If you have NOT received please reach out to me directly, Jake 253-797-3145. Conducted meter readings, leak notifications, and daily water system monitoring, including testing with all results passing. Submitted regular reports to the water committee and Department of Health.

Security: Reached out to Fish & Wildlife regarding bear activity. Please secure garbage and eliminate outdoor food sources. Complaints continue regarding people not cleaning up after their pets. Please pick up after your pets and do not leave dog waste bags on roads or trails. Conducted regular and random security checks, coordinating with law enforcement as needed.

## **Water and Facilities Commission (Karl)**

Propane tank screening materials are approximately \$1,150 for two tanks (pump house and ranch house). The board voted to approve the expense. Screening slat prices for pump house and well head fences is \$2,600. The board voted to approve the expense. Roofing bids were received and are under review. Work continues on security system installation. Most cameras are in and operating. Progress is being made on the communication link for one segment.

## **ACC Commission (Doug)**

Important reminder that all projects require an ACC permit to be submitted for approval before any work can begin. We ask all lot owners to consider the shade and wind implications for your lot and neighbor lots when considering your options to remove and replant trees. Doug reports 5 ACC requests received since the last meeting. 4 for danger trees and 1 for a pergola.

## **Shoreline Stabilization Report (Derek)**

No update.

## **Garden Season Updates (Teresa)**

A garden clean up was held at the end of October. Contact Cindy H or Janet W to be added to the email list in preparation for next year.

## **Stables Report**

Jake reports two horses in the stables and four open stables. Please contact Wendy S if you have questions.

## **Old Business**

A community information meeting was held today at 2:00pm to provide additional background information about the 2025 water fee and annual assessment rates. Information regarding the HOA Reserve Study that helped inform these rates, as well as information regarding the Hazard Mitigation Plan was discussed. Two households attended along with four board members.

2025 annual budget line items were reviewed. Teresa passed out copies of a Profit & Loss spreadsheet covering November 15, 2023 through November 15, 2024. She also passed out copies of the 2024 Profit & Loss Actual vs Budget for January 1 through November 16, 2024. Following an executive session to discuss caretaker compensation, the board reconvened. The board voted to approve the 2025 annual budget.

Water fees. Based on requirements outlined in the new CRR Reserve Study, 2025 water fees will increase to \$776/year/lot. The increase funds projected operating costs, and increases much-needed water system reserves.

Annual assessment. 2025 assessment fees remain unchanged at \$322/year/lot.

In summary, 2025 water fees are \$776, assessment fees are \$322, for a total fee of \$1098 / lot.

## **New Business**

None.

The meeting adjourned at approximately 6:23 pm.

The next board meeting is January 18, 2025 at 4pm.