

Crystal River Ranch News

62201 Meadow Way E, Greenwater, WA 98022

<http://CrystalRiverRanch.org>

Board Meeting Minutes for July 19, 2025

Board Members: Teresa Steel (Treasurer), Curt Simonson (Secretary), Karl Goeres, Ron Oldham, Doug McGifford

Absent: Derek McKee (President), Martin Chvoj (VP), Tim Smokoff, Justin Davis

Others present: Jake Payne (Caretaker), Anna Gilbert

Curt called the meeting to order at 4:04pm.

The April 2025 board meeting minutes were approved as published.

General Announcements

Pierce County burn ban is in effect. Additional details can be found [here](#).

Cross-connection survey. Jake is contacting select lot owners to clarify backflow assembly survey responses. **Please answer or return Jake's calls/emails.**

Short-term rental addresses. There have been numerous instances of short-term renters attempting to access the caretaker's residence. They incorrectly assumed the ranch house was the home they had rented in Crystal River Ranch. Please ensure you list the correct address of your rental property, and do not use the ranch house address.

Treasurer's Report (Teresa)

Checking	\$17,097	Money Market	\$38,341
Water CDs	\$392,869	Capital Reserve CD	\$112,240
Expenses May	\$16,546	Expenses June	\$29,648

13 lots still owe 2025 assessments, 2 lots owe for 2024 and 2025, one lot with lien. Teresa distributed copies of the 2025 Profit & Loss Actual vs Budget for January 1 through July 19, 2025.

Caretaker's Report (Jake)

Office & Admin: Completed weekly plans, updated the database, managed communications, and prepared for the Board meeting. Coordinated with lot owners on various issues. Submitted receipts & stable payments.

Maintenance: Contacted county regarding saplings in ditches. Completed required maintenance on all equipment. Treated for insects. Grounds and trail maintenance completed

around the ball field, ranch house, picnic areas. Cleared trails. Painted outdoor benches and chairs. Replaced bathroom tile following installation of new bathtub/shower in ranch house.

Water: 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. Submitted regular reports to the water committee and Department of Health. Monthly water samples submitted with all results passing.

Security: Placed "No Fires" signs in key areas. Conducted regular and random security checks, coordinating with law enforcement as needed.

Water and Facilities Commission (Karl)

Replaced the pump house transfer switch. Negotiated tank road electrical replacement contract. Karl spent 5 days with his equipment working on the tank road. Obtained prices for tank road gate. Board approved Karl's gate plan which can be completed well below budget. Working to get information to Association Reserves for annual update. Anna and Ron provided the first draft of a manual of operations and protocols.

ACC Commission (Doug)

Important reminder that all projects require an ACC permit to be submitted for approval before any work can begin. Six ACC requests approved since the last meeting.

Shoreline Stabilization Report (Derek)

No report.

Garden Season Updates (Teresa)

All is well.

Stables Report

Two horses in the stables. Please contact Jake or Wendy S if you have questions.

Old Business - None.

New Business - Anna proposed and the board approved the use of Drop Box for board collaboration. The board approved.

The meeting adjourned at approximately 5:00pm.

The next meeting is September 20, 2025 at 4pm.