

## Crystal River Ranch News

62201 Meadow Way E, Greenwater, WA 98022

<http://CrystalRiverRanch.org>

*Board Meeting Minutes for November 15, 2025*

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

**Absent:** Tim Smokoff

**Others present:** Jake Payne (Caretaker), Anna Gilbert, Kent Goeres, Liz Enger

Derek called the meeting to order at 4:02pm.

The October 2025 board meeting minutes were approved as published.

### General Announcements

**Winterization.** Overnight temperatures in the ranch have occasionally dipped below freezing already. As a reminder, cold weather often arrives in parallel with power outages. In January, 2024 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, shutting off the main water supply, keeping kitchen and bathroom cabinets open to the warmth of your house (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 who don't have a generator, particular caution should be exercised anytime extreme temperatures are anticipated.

**Cross-connection survey.** Jake is contacting select lot owners to clarify backflow assembly survey responses. Good progress is being made with only 4 lots left to review. **Please answer or return Jake's calls/emails.**

### Treasurer's Report (Teresa)

Checking	\$735	Money Market	\$32,651
Water CDs	\$396,235	Capital Reserve CD	\$83,259
Expenses October	\$12,797		

Six lots owe 2025 assessments plus one lot with a lien. Teresa distributed copies of the 2025 Profit & Loss Actual vs Budget for January 1 through November 18, 2025. This includes the preliminary 2026 budget.

## **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: Grounds and trail maintenance completed around the ball field, ranch house, picnic areas. Cleared trails. Pierce County removed saplings from ditches. Completed non-water task book. Winterized equipment. Septic tank risers were installed and backfilled.

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 Jake directly, at 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. Updated Small Water Management Book. Fixed tubing on CL2 pump. Provided 2026 budget input. Contacted PSE to remove trees on lines.

Security: Please note the speed limit is 25mph. Conducted regular and random security checks, coordinating with law enforcement as needed. Monitored cameras as needed.

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

The water system is working well. Usage for October was low and static levels are good. Thank you to everyone for conserving water. The contractor completed drainage work on the breezeway. Coordinating with well companies for pump replacement estimates. After careful review, select line items in the 2026 HOA Reserve Study were adjusted. A Starlink mini was added to our account for use with water system telemetry.

## **ACC Commission (Doug)**

Important reminder that all projects require an ACC permit to be submitted for approval before any work can begin. 1 ACC request approved since the last meeting.

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

Nothing significant to report.

## **Garden Season Updates**

Nothing significant to report.

## **Stables Report**

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

## Old Business -

CRR input to the 2026 HOA Reserve Study will be provided to Accurate Reserves.

2026 annual budget line items were reviewed and confirmed. Annual due increases were discussed and debated with the reserve study and the new budget providing the framework for discussion. As per protocol, following an executive session to discuss caretaker compensation, the board reconvened. **The board voted to approve the 2026 annual budget.** Water rates will not increase in 2026, remaining at \$776. Annual dues were increased by 3%, \$10, to \$332. **The total assessment for 2026 is now \$1,108.** Jake will work with the treasurer to prepare the annual mailing which all homeowners should expect within a few weeks.

## New Business - None.

The meeting adjourned at 6:10pm.  
The next meeting is January 17, 2026 at 4pm.