

**CROOKED RIVER RANCH WATER COMPANY  
QUARTERLY MEETING OF THE BOARD OF DIRECTORS  
May 18, 2022 – In the CRRWC Conference Room**

**I. CALL TO ORDER**

The meeting was called to order by President Nathan Russell at 3:00 PM on Wednesday, May 18, 2022. Roll was called, and those present were Secretary/Treasurer Judy Lake, Vice President Jim, Hussey, President Nathan Russell, and Frank Day, General Manager. Board Members Steven Proffitt and Archie McCawley were absent from the meeting. There were no members of the community present today.

**II. APPROVAL OF MINUTES**

President Nathan Russell then called for a motion to approve the Minutes from the February 9, 2022, Board Meeting. **Jim Hussey motioned to approve the minutes from the February 9, 2022, Board Meeting. Judy Lake seconded him. A vote was taken, and the motion was carried.**

**III. ADDITIONS TO THE AGENDA**

President Nathan Russell then asked if there were any additions to the agenda today. Frank Day said that there would be one addition regarding Office Hours.

**IV. TREASURER'S REPORT**

Secretary/Treasurer Judy Lake presented the Financial Report for January through March 2022.

Revenue

Water Sales:	\$203,283
Misc. Service Revenue:	\$22,826
Cross Connection:	\$5,659
Lease Revenue:	\$6,300
<b>Total Revenue:</b>	<b>\$238,069</b>

Expenses Total:	\$202,568
Deposits to Loan/Contingency:	\$15,400
<b>Net Income:</b>	<b>\$35,501</b>

Year to Date

Contingency Fund Balance:	\$303,907
Loan Payment Reserve Balance:	\$175,224

President Nathan Russell then asked for a motion to approve the Financial Report. **Jim Hussey made the motion to approve the Financial Report. Judy Lake seconded him. Vote was taken, and the motion was carried.**

## V. OLD BUSINESS

### A. Update on Sundown Canyon – Engineers Report Available

General Manager Frank Day reported that the Engineers Report on Sundown Canyon is now available. The Board members present today have agreed that the Engineers Report can be posted on the website (crrwater.com) as soon as we get all our costs entered.

### B. Resolution 22-002 Amendment of Section 4.5 of the Bylaws.

The Resolution is to adjust the bylaws to reflect that if there is no contest, then there is no need to do a paper ballot each year. **President Nathan Russell then asked for a motion to approve Resolution 22-002 Amendment of Section 4.5 of the Bylaws. Jim Hussey made the motion to approve the Amendment. Judy Lake seconded him. Vote was taken, and the motion carried.**

### C. T-Mobile Generator

Frank informed the Board that T-Mobile would be putting a generator up at the water sometime this summer. Frank said they have agreed to amend the contract with the dollar amounts we presented to them at our last meeting. The contract amendment is currently being worked on.

## VI. NEW BUSINESS

### A. Fire Department change of use for the Water Tower

The Fire Department has a communications repeater on top of the Water Tower. Recently, the Fire District has moved to a county-wide radio system with their dispatch center. The communications repeater will no longer be needed. Instead of decommissioning the repeater, the Fire Dept has recommended that it be repurposed and used by local amateur radio groups that support emergency communications. The repeater will remain property of the Crooked River Ranch Fire & Rescue but can be repurposed without change to the current water tower set up. **President Nathan Russell then asked for a motion to forward the letter from the Fire Dept to the HOA, IF NEEDED. Jim Hussey made the motion to forward the letter received from the fire department to the HOA if recommended by our attorney. Judy Lake seconded him. Vote was taken, and the motion carried.**

### B. New Office Hours

The Office Hours are changing starting on June 20, 2022. The New hours will be Monday-Thursday, 8:00 AM – 4:30 PM, and closed on Fridays. **President Nathan Russell asked for a motion to approve the new office hours. Jim Hussey made the motion to change the office hours to be open from Monday-Thursday, which will also affect the work week for the office employees and begin that change on**

**June 20, 2022. Judy Lake seconded him. Vote was taken, and the motion carried.**

## **VII. OPERATIONAL REPORT**

### **A. AMI Meters Installed at HOA and RV Park**

Two AMI meters were installed this month, one at the HOA office and one at the RV Park. Frank reported that both meters were downsized and will give more accurate water consumption readings. Frank noted that the old wooden lids for these meter boxes had been replaced, as they posed a hazard for people to fall through.

## **VIII. GENERAL SYSTEM MAINTAINANCE**

Frank gave an update on current maintenance going on within the water system. He said that System valves would continue to be turned throughout the summer, air releases would be inspected, there would be ten backflows to install this summer, and Shad West and Shad East PRV vaults would be cleaned and have routine maintenance.

## **IX. MEMBER COMMENT PERIOD**

-Nathan Russell had a comment regarding the AMI system. Nathan had a leak at his house and was notified by Julia. He worked with her on it, found the leak, and was able to fix it, and with the AMI system, Julia could verify that the leak was fixed. Nate said the AMI system was a good deal.

-Jim Hussey asked where the PRV vaults on Shad were located. Frank told him that one is near the Fire Dept and the other is near Sundown Canyon and Shad.

## **X. ADJOURNMENT**

The Board Meeting was adjourned at 3:07 PM on Wednesday, May 18, 2022.