

**CROOKED RIVER RANCH WATER COMPANY
QUARTERLY MEETING OF BOARD OF DIRECTORS
FEBRUARY 12, 2020– CRRWC Boardroom
MINUTES**

I. The meeting was called to order at 3:00 PM by President Nathan Russell in the Crooked River Ranch Conference room. Roll was called, and those present were: President Nathan Russell, Vice President Jim Hussey, Secretary/Treasurer Sherry Loster, Board Member Archie McCawley, Board Member Steven Proffitt, and General Manager Frank Day. There were no members of the community present at the meeting.

II. APPROVAL OF MINUTES

President Nathan Russell then called for the approval of the meeting minutes from the November 13th, 2019 Board Meeting. **Jim Hussy made the motion to approve the minutes from the November meeting, seconded by Steven Proffitt. Vote was taken, and motion carried.**

III. TREASURER'S REPORT

Sherry Loster then presented the Financial Report for January through December 2019 as follows:

<u>Revenue</u>	
Water Sales:	\$907,688
Misc. Service Revenue:	\$12,103
Cross Connection:	\$31,615
Cell Tower Rent:	\$72,155
Total Revenue:	<u>\$1,023,561</u>

Expenses Total:	\$786,174
Deposits to Savings Accounts:	\$301,020
Net Income:	<u>\$237,387</u>

Year to Date

Contingency Fund Balance:	\$462,936
Loan Payment Reserve Balance:	\$176,047

President Nathan Russell then asked for a motion to be made to accept the financial report as presented. **Archie McCawley made the motion to accept the financial report as presented, and Jim Hussy seconded. Vote was taken, and motion carried.**

IV. OLD BUSINESS

A. Crooked River Ranch HOA vs. Crooked River Ranch Water Company

Frank reported that Crooked River Ranch Water Company was served a summons on January 23, 2019. The Water Company has 30 days to respond to the summons. Frank noted that he and the board are unable to give any further details at this time.

B. Steven Proffitt agrees to abstain from all HOA lawsuit topics

Crooked River Ranch Water Company Board member Steven Proffitt agreed to abstain from all HOA lawsuit topics and meetings that are not open to the public. Frank went on to thank Steve for being open to the idea and understanding the compromising situation it puts the Water Company in.

V. NEW BUSINESS

A. Approval of the 2020 Budget

President Nathan Russell then asked for a motion to be made to approve the 2020 budget. **Sherry Loster then made the motion to approve the 2020 budget, seconded by Archie McCawley. Vote was taken, and motion carried.**

B. Approval of the 2020 Capital Improvement Plan (CIP)

President Nathan Russell then asked for a motion to be made to approve the 2020 Capital Improvement Plan (CIP). **Jim Hussey made the motion to approve the 2020 CIP, seconded by Sherry Loster. Vote was taken, and motion carried.**

C. Bylaw Update

Bylaw update 4.3- Nomination of Directors. President Nathan Russell then asked for a motion to be made to approve the Bylaw update. **Archie McCawley made the motion to approve the update to bylaw 4.3 and was seconded by Sherry Loster. Vote was taken, and motion carried.**

D. Camera System for Office, water tower, and well 4

A camera system will be installed at the Office, water tower, and well 4 by East Cascades Security. It will be paid out of the Capital Improvement Plan (CIP). The one-time installation cost is \$7,354, and monthly maintenance will cost \$144.90. The total three-year cost will be \$12,569.68. President Nathan Russell then asked for a motion to be made to approve the camera installation. **Sherry Loster then made the motion to approve the new camera system from East Cascades Security, seconded by Jim Hussey. Vote was taken, and motion carried.**

VI. OPERATIONAL UPDATE

General Manager Frank Day gave an update on the happenings at the Water Company.

A. New GPS Unit

Frank reported that the new GPS unit that was approved at the November 2019 board

meeting had arrived. Frank, Roy, and Julia will be trained on how to use the GPS unit.

B. 250 AMR Meters

The 250 AMR Meters that were approved through the Capital Improvement Plan (CIP) should be arriving by mid-March. Frank said that he hopes to start installing the AMR meters at the end of March.

C. The final year of DCVA Installs

The Water Company is down to its last 100 properties that will have backflows installed this year. Backflow installs start on the 23rd of March this year. Frank reported that the program will be completed at the end of August, and the water system will be 100% backflow protected at that time.

VII. MEMBER COMMENT PERIOD

There were no members of the community present at this meeting.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:06 PM on February 12, 2020.