

**MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS
OF THE
EAGLE CREST MASTER ASSOCIATION**

CALL TO ORDER Pursuant to call by the President of the Association, the second quarter meeting of the Board of Directors was held on June 10, 2021, at 7555 Falcon Crest Drive in Redmond, Oregon.

ATTENDANCE Directors present included Mike Bessonette (Residential Director), Hank Cavender (Residential Director), Chris Earnest (Commercial Director), Mark Hunt (VROA Director), and Bill Neumann (VROA Director). Management company staff members present included Debbie Hahn, Curt Heimuller, Mark Owings, and Marrissa Rainey. Also attending were Brett Limbeck of Oregon Water Utilities and Chris Richie of Edward Jones Investments. Karen Smith, consultant with Resort Resources, Inc. was also in attendance. Bill Neumann, President, presided at the meeting, and Debbie Hahn recorded the minutes on behalf of the Secretary.

CONSENT TO AGENDA The meeting was called to order at 9:00 a.m. Mark moved to accept the agenda as presented. Chris seconded the motion. The motion passed unanimously.

PRIOR MINUTES Reading of the prior meeting minutes dated February 23, 2021 was waived and Hank moved to accept the minutes as presented. Mike seconded the motion and it passed unanimously.

Reading of the prior meeting minutes dated March 11, 2021 was waived and Mark moved to accept the minutes as presented. Hank seconded the motion and it passed unanimously. Bill opened the discussion of business items.

OLD BUSINESS None pending.

**MANAGEMENT AND
COMMITTEE
REPORTS**

FINANCIAL REPORT Mark Owings introduced Chris Richie of Edward Jones Investments who provided the Association’s investment income analysis report (“Attachment 1”). Chris confirmed the written report covers only those investments held at Edward Jones, not including newer investments moved to being held at First Interstate Bank Trust Department following the Oregon Planned Community Act change in 2011. Chris also commented on continuing low interest earnings for those investments allowed by the Act. Mark provided an update on the annual audit of Association financials, noting the audit will again be performed remotely and the preliminary draft audit is expected within 8 weeks.

Mark reviewed the items highlighted in the financial summary (“Attachment 2”) including the pre-audit adjustments made to the internally prepared 12/31/2020 financial statements (“Attachment 3”).

Following discussion and upon motion duly made (MH) and seconded (HC), the following resolution was unanimously approved:

RESOLVED, that the revised version of the 12/31/2020 financial statements (“Attachment 3”) submitted by Mark Owings be hereby

approved subject to audit.

Resolution 2021.06.10-01

Mark then reviewed the internally prepared first quarter 2021 financial statements (“Attachment 4”).

Following discussion and upon motion duly made (MB) and seconded (HC), the following resolution was unanimously approved:

RESOLVED, that the financial report submitted by Mark Owings including “Attachment 2” and “Attachment 4” be hereby approved subject to audit.

Resolution 2021.06.10-02

**UTILITY SYSTEMS
REPORT**

Brett Limbeck, Field Superintendent of the contracted utility system service provider Oregon Water Utilities, presented the written utilities report (“Attachment 5”). Directors agreed with OWU’s recommendation to perform comparative testing as noted in the report and directed OWU to contact a hydrogeologist to acquire a scope of work and bid for the proposed testing. The Board indicated once the documents from the hydrogeologist are received, a special meeting could be called to discuss the proposal.

OWU provided a proposal to survey the existing septic infrastructure using ground penetrating radar and electromagnetic locators in order to provide a complete and accurate map of the system. The Board directed management to include funds in the 2022 utility system operating fund budget for a planned expense for the mapping project.

**OPERATIONS
REPORT**

Marrissa Rainey presented the written operations report (“Attachment 6”). The Board directed management to provide additional information at the Q3 meeting regarding costs and payback period to move to an in-ground irrigation system for the pastures. Management was also directed to provide recommendations at the Q3 meeting for usage options for the equestrian area building for the Board to consider when preparing budgets for 2022. Marrissa informed directors she met with a property owner adjacent to Eagle Crest (to the south) regarding his concerns with bicycle traffic on his land, extending from the river trail. On behalf of the Association, Marrissa agreed to place additional signage at the ECMA property line directing resort trail users to proper exit points.

Curt Heimuller reviewed the Resort Sports Center Operations Report (“Attachment 7”) noting new gutters and guards are a proposed reserve-funded project that will be addressed by the VROA Board of Directors at their upcoming second quarter meeting.

**RESERVE EXPENSE
REPORT**

Karen Smith, reporting for Resort Resources, Inc., reviewed the Evaluation of Reserve Account Expenditures vs. Budget per 2021 Reserve Study (“Attachment 8”), noting variances requiring director approval are highlighted on the report.

Following discussion and upon motion duly made (MB) and seconded (CE), the following resolution was unanimously approved:

RESOLVED, that the Evaluation of Reserve Account Expenditures vs. Budget per 2021 Reserve Study (“Attachment 8”) be approved, including the variances as noted in highlighting on the report.

**GOLF OVERSIGHT
COMMITTEE**

Mike Bessonette provided the Golf Oversight Committee written report (“Attachment 9”) detailing a request to replace the irrigation water line that extends from the river pump to Eagle Lake. Mike further noted the golf course tenant replaced some of the line already at its cost, and it would likely be appropriate to reimburse that cost provided the cost is specific to line replacement and not repair. The directors agreed with the reimbursement request; Mike will ask Shan Hartford to document the cost incurred by the tenant for review.

Following discussion and upon motion duly made (MB) and seconded (HC), the following resolution was unanimously approved:

RESOLVED, to modify the Resort Golf Course’s 5-year capital plan to approve shifting the replacement of the irrigation water line from the river pump station to Eagle Lake, originally planned for 2022, to an approved project to be completed in 2021 with a budget of \$10,000.

Mike then summarized the vision plan update and financing options included in the report. The Board directed the committee to refine the pro shop and course upgrade projects and identify the next steps. The Board requested management discuss the project with KDG, noting the tenant will also benefit financially from any future improvements.

**ENVIRONMENTAL
CONTROL
COMMITTEE**

Marrissa Rainey provided an update on behalf of committee chairperson Jim Madison, who reported no new applications were received by the committee. Marrissa also noted Jim’s term is now expired and he has chosen not to continue serving on the committee. The Board directed management to provide a recommendation to fill the vacancy created by Jim’s departure for review at the Q3 meeting.

**COVENANT
COMPLIANCE
COMMITTEE**

Karen Smith summarized a previous analysis from the Association attorney regarding handling possible conflict between CC&R restrictions regarding pets and adopting leash policies for pets, noting the analysis offers an interpretation of CC&Rs that would present the opportunity to the Board for adoption of a leash policy for ECMA common areas. The Board directed management to work with Karen Smith to prepare a new Pet Policy to present for approval at the Q3 meeting.

**UTILITIES SYSTEMS
PLANNING
COMMITTEE**

Marrissa reviewed the “Utilities Systems Planning Committee Membership Recommendations” (“Attachment 10”) noting three of those recommended are willing to serve on the committee, one is not, and one has not yet replied. Management will reach out to additional individuals and make a recommendation to the Board at the planned upcoming special meeting to address Utilities related items.

SCHEDULED 2nd
QUARTER BUSINESS

**ANNUAL MEETING
PLANNING**

Marrissa Rainey reviewed the nomination process per the ECMA Bylaws, noting that the two-year terms of residential directors Mike Bessonette and Hank Cavender, as well as commercial director Chris Earnest, expire this fall. Marrissa confirmed the annual meeting date of September 25, 2021. The Board directed management to contact the residential sub-associations to solicit nominees for the election.

**UNFINISHED
BUSINESS**

None pending

NEW BUSINESS

**RESORT SPORTS
CENTER CHEMICAL
AUTOMATION
SYSTEM PROPOSAL**

Curt Heimuller reviewed the “Chemical Automation Proposal for Resort Sports Center Water Bodies” (“Attachment 11”), noting the proposed system has been installed on all other water bodies at Eagle Crest other than those at the Resort Sports Center. Curt clarified the term of the proposal is three (3) years.

Following discussion and upon motion duly made (MH) and seconded (CE), the following resolution was unanimously approved:

RESOLVED, to approve the Chemical Automation Proposal for Resort Sports Center Water Bodies as presented in “Attachment 11” and authorize the President to approve and sign the final agreement.

Resolution 2021.06.10-05

**BASE CAMP
ADVENTURES
CONTRACT**

Marrissa summarized the Base Camp Adventures Agreement (“Attachment 12”) noting the proposed agreement contains the same terms as the previous agreement, just with updated dates.

Following discussion and upon motion duly made (MB) and seconded (MH), the following resolution was unanimously approved:

RESOLVED, that the Base Camp Adventures contract ("Attachment 12") be approved as presented and that the Board President be authorized to sign the contract on behalf of ECMA.

Resolution 2021.06.10-06

**OTHER NEW
BUSINESS**

The Board confirmed the third quarter board meeting on September 23, 2021 at 9:00 a.m. at 7555 Falcon Crest Drive in Redmond, Oregon.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:24 p.m.

Secretary to the Association