

**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 third quarter meeting of the Board of Directors was held on September 22, 2022, at 9:00 a.m. at 7555 Falcon Crest Drive in Redmond, Oregon.

ATTENDANCE Directors present included Chris Earnest (Commercial Director), Mark Hunt (VROA Director), Brett Moshofsky (Residential Director), and Bill Neumann (VROA Director). Management company staff members present included Debbie Hahn, Mark Owings, and Marrissa Rainey. Brett Limbeck, representing Oregon Water Utilities, and Karen Smith, consultant with Resort Resources, Inc. were 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. Chris moved to approve the agenda as amended. Bill seconded the motion and it passed unanimously.

PRIOR MINUTES Reading of the prior meeting minutes dated June 2, 2022, was waived and Brett moved to approve the minutes as presented. Mark H. seconded the motion and it passed unanimously.

**MANAGEMENT
AND COMMITTEE
REPORTS**

FINANCIAL REPORT Mark Owings provided the financial report, which included the financial summary (“Attachment 1”) and the internally prepared second quarter 2022 financial statements (“Attachment 2”). Mark O. noted the draft version of the audited 2021 financial statements are expected to be received from the auditors today, after which he will complete his review and distribute to directors for review. Karen noted a unanimous written consent resolution could be used for approval if no discussion is needed. If discussion is needed, a special board meeting will be necessary.

Mark O. confirmed the revenue share calculation for the Sports Centers’ Express Pass program was recently received from Eagle Crest Acquisition Group, and a check for ECMA’s portion of the revenue is expected to be received within the next few weeks.

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

RESOLVED, that the financial report submitted by Mark Owings including “Attachment 1” and “Attachment 2” be hereby approved subject to audit.

Resolution 2022.09.22-01

UTILITY SYSTEMS REPORT Brett Limbeck, reporting for Oregon Water Utilities (OWU), the contracted utility system service provider, reviewed the written utilities report (“Attachment 3”). Karen added she recently spoke with Greg Galindo of Oregon Water Utilities, who confirmed he does not expect any operational changes as a result of the upcoming merger with Corix Infrastructure, Inc.

OPERATIONS REPORT Marrissa Rainey presented the written operations report (“Attachment 4”). Regarding Eagle Lake usage concerns, Karen clarified the lake is ECMA owned

property included in the golf course lease, so any usage decisions would be made by the golf course operator.

The Board was not interested in revisiting the request for a dog park operation.

The Board requested management provide a recommendation on procedures for handling soccer field usage requests and to include the topic on the 4th quarter meeting agenda.

Marrissa reviewed the insurance claim report (“Attachment 5”) confirming there is no new activity.

RESERVE EXPENSE REPORT

Karen Smith, reporting for Resort Resources, Inc., reviewed the Budget vs. Expenditures per 2022 Reserve Study (“Attachment 6”), including the highlighted variances presented for approval.

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

RESOLVED, that the Budget vs. Expenditures per 2022 Reserve Study (“Attachment 6”) be approved, including the variances as noted in highlighting on the report.

Resolution 2022.09.22-02

GOLF OVERSIGHT COMMITTEE

Marrissa Rainey presented the committee’s meeting notes from August 9th (“Attachment 7”) on behalf of Committee Chair Mike Bessonette. The Board requested the committee review the assets in the golf course reserve study and discuss how to fund large projects. Karen Smith will provide information to the committee from the last reserve study to review prior to the budget study session. Bill Neumann requested to be involved in the discussion.

ENVIRONMENTAL CONTROL COMMITTEE

Marrissa Rainey reviewed the Environmental Control Committee Update (“Attachment 8”). Management was directed to get a quote from a survey company for locating property pins, determine the number of existing nets and the associated property addresses, and to request the golf course operator provide suggestions on net appearance. Karen noted that EHOA has been helpful in assisting to enforce rules on signage and encroachment.

COVENANT COMPLIANCE COMMITTEE

No activity.

UTILITY SYSTEM PLANNING COMMITTEE

Karen Smith reviewed the committee’s initial meeting report (“Attachment 9”). The Board requested the committee determine potential expenses for resources the committee may need to utilize in 2023 and provide for discussion at the upcoming budget study session.

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

RESOLVED, to amend the Utility System Planning Committee’s charter purpose statement to change the date for the committee recommendation to be delivered to the ECMA Board from June 30, 2022 to September 30, 2023.

Resolution 2022.09.22-03

SCHEDULED 3RD
QUARTER
BUSINESS

ANNUAL MEETING Marrison reported that a quorum for the ECMA annual meeting on September 24, 2022 has been met by the proxies received to date. The meeting will be held in a virtual format on Zoom at 11:30 a.m. as noticed to the membership.

PRELIMINARY 2023 BUDGET ASSUMPTIONS Marrison summarized the preliminary 2023 Association Budget assumptions (“Attachment 10”) noting two expiring contracts were included for director review. Marrison confirmed discussions from today’s meeting will also be incorporated into the budget study session.

INSURANCE PACKAGE POLICY RENEWAL Marrison reported the insurance package policy proposal has not yet been received. A special meeting will need to be held prior to October 1st to bind the new policy, or it can be approved via consent resolution if no discussion is needed.

GOLF COURSE 5-YEAR CAPITAL PLAN Marrison Rainey presented the “Resort Golf Course 5-Year Capital Plan” (“Attachment 11”) on behalf of the Golf Operations Committee. The Board requested the plan be added to the 4th quarter meeting agenda for approval at that time.

UNFINISHED BUSINESS None pending.

NEW BUSINESS

VROA REQUEST FOR USE OF ECMA COMMON AREA Marrison reviewed a request by Vacation Resort Owners Association (VROA) for use of ECMA common area (“Attachment 12”).

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

RESOLVED, that the Board approves the request for temporary common area use and authorizes the ECMA President to sign an agreement documenting the permission for VROA to use ECMA Lot 15, Block 2, Eagle Crest plat recorded June 24, 1985, from January 1, 2023 through April 15, 2023, with VROA to provide ECMA a certificate of insurance for liability coverage and indemnification of ECMA.

Resolution 2022.09.22-04

WORLD MARK OWNER USAGE REQUEST Marrison provided a memo (“Attachment 13”) from the Worldmark at Eagle Crest General Manager, Scott Sample, detailing a request for additional use of ECMA’s Redtail Hawk pool facility. The Board agreed to discuss the financial approach to the usage request at the upcoming budget study session.

OTHER NEW BUSINESS Directors confirmed the budget study session on Thursday, October 20th at 9:00 a.m. and the fourth quarter meeting on Thursday, November 17th at 9:00 a.m. at 7555 Falcon Crest Drive in Redmond, Oregon.

ADJOURNMENT There being no further business, the meeting was adjourned at 11:51 p.m.

Secretary to the Association