

**Eagle Crest Master Association
Annual Meeting of Members
September 25, 2021**

DATE & TIME	Pursuant to Section 2, Article II of the Bylaws of the Eagle Crest Master Association, a regular annual meeting of members was held on Saturday, September 25, 2021, at 9:30 a.m., at 7555 Falcon Crest Drive in Redmond, Oregon and via zoom teleconference.
CALL TO ORDER	Bill Neumann, President, called the meeting to order at 9:30 a.m. Debbie Hahn recorded the minutes on behalf of the Secretary. Bill introduced directors, officers, management staff, and consultants present at the meeting.
QUORUM	Bill Neumann confirmed that a quorum was present in person and by proxy.
MINUTES	Minutes from the annual meeting of members held on September 19, 2020 were made available for member review prior to the meeting by posting on the owner website. Reading of minutes was waived; a motion was made, seconded, and unanimously approved to accept the minutes as written.
ELECTION OF DIRECTORS	<p>Bill clarified that the ECMA Board consists of three types of directors: Vacation Resort (two Directors), Residential Projects (two Directors) and Commercial Projects (one Director). Bill advised that the term of the Commercial Director, Chris Earnest, and the Residential Project Directors, Hank Cavender and Mike Bessonette, expire this year.</p> <p>Bill confirmed that only Residential Project members may vote for Residential Project directors, and that only Commercial Lot owners may vote for the Commercial Project director.</p> <p>Bill reported that proxy votes were counted for the Residential Project Directors, results verified, and Mike Bessonette and Brett Moshofsky were elected to serve two-year terms, expiring in 2023. Bill also advised that Commercial Director, Chris Earnest, was re-elected by proxy vote of Commercial Lots.</p>
IRS RESOLUTION	<p>Following discussion, and after motion duly made and seconded, the following resolution was passed by a majority of the Association members present at the meeting by proxy vote:</p> <p style="text-align:center">RESOLVED, that any excess membership income over membership expenses for the year ended December 31, 2021, shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604.</p> <p style="text-align:right"><i>Resolution 2021.09.25-1</i></p>
PRESIDENT'S REPORT	<p>On behalf of President Neumann, Secretary Hank Cavender provided the President's Report detailing the activities of the Association during the past year, noting:</p> <ul style="list-style-type: none">• ECMA is responsible for maintaining the roadways and open space common areas, including fields and the river trail, the water and sewer utility systems, the Resort Sports Center, and the pool facility on Redtail Hawk Drive. ECMA owns the golf course but leases it to a golf course

operator on a long-term lease, while still controlling the capital improvement decisions and providing input to course maintenance and improvement through its Golf Oversight Committee.

- The Association Board of Directors meets for regular business on a quarterly basis. The Board operates under the Standard Operating Procedures (SOPs) adopted in June 2016. While much of the SOPs confirm the historic way of operating, these policies help standardize Board actions, such as how meeting agendas are prepared and approved, how authorized signers are reviewed and appointed, approval authority for unbudgeted expenses, and confirming how business is conducted.
- Active committees of the Association include:
 - Environmental Control Committee (ECC) – The ECC has the responsibility to approve/disapprove requests for modifications or improvements within the committee. Activity in 2021 included review and approval of the River Run Event Center roof replacement from shake roof to composite roofing; an improved trash can style for the river trail; and initial review of a possible food truck area to the west of the River Run Event Center. The food truck project is pending the River Run Event Center owner attaining County approval – ECC will review again if/when the Owner decides to move forward.
 - Covenants Control Committee (CCC) – The CCC is the compliance arm of ECMA and is responsible to determine compliance with the Association’s governing documents. The Committee has recently proposed a draft ECMA common area pet policy; no action has yet been taken.
 - Utilities System Planning Committee (USPC) – The purpose of the USPC is to explore the future of the ECMA utility (water and sewer) as it relates to system longevity, external and internal risks associated with operations and ownership, and options and alternatives for system ownership. This committee is newly formed, and the Board is looking forward to their recommendations in 2022.
 - Golf Oversight Committee (GOC) – As mentioned earlier in the meeting, the GOC is responsible to review the standards of operation and maintenance of the Resort Golf Course. The Committee is currently working with the Board on an updated 5-year capital improvement plan which could include such projects as the pro shop and course restroom renovations and general course renovations.
- ECMA continues to operate the Resort Sports Center in accordance with its lease with the facility owner, the Vacation Resort Owners Association (VROA). Staff and management will continue to monitor the applicable state and local Covid restrictions and adjust operations as needed, while striving to provide owners the best possible experience. Sports Center related activity during the year includes the following:
 - Effective March 15, 2021, ECMA adopted new access policies specific to the Resort Sports Center & Redtail Hawk outdoor pool. The owners of the Ridge and Lakeside facilities adopted similar policies.

- The outdoor tennis court was improved with a full resurfacing.
- Staff and management will continue to monitor the applicable state and local Covid restrictions and adjust operations as needed, while striving to provide owners the best possible experience.
- Currently all Resort and Ridge owners have access to the Resort Sports Center as well as the Ridge and Lakeside Sports Centers per a joint use agreement. The agreement expires at the end of 2021; negotiations on the renewal will begin within the next few weeks.
- Besides the golf course, the utility systems are the primary Association asset. Reserve funds are collected for the water system source assets (wells, pumps, control panels) and sewage treatment systems (tanks, pumps, drain field beds). The Association has established a fund to plan for water system infrastructure replacement (hydrants, valves, distribution lines), and these funds are used to repair water line breaks when they occur.
- Recent capital projects for the Utility included adding battery back-ups to the water and sewer system. Well 4's electric system was also upgraded to allow hook ups to an emergency generator. During 2022 budget discussions, the Board will consider allocating funds for full mapping of the existing septic infrastructure using ground penetrating radar and electromagnetic locators which would allow documentation of the infrastructure with an average of one inch of accuracy.
- ECMA budgets for routine and ongoing ladder fuel reduction work on its common areas and understands sub-associations may also have policies for their common areas, or requirements for private properties.
- The street, trail, and directional signs throughout ECMA property have been recently updated, with an upgrade to the front entrance monument sign planned as a future project.
- The Board has discussed general parameters and assumptions for the 2022 budget and final budgets are adopted annually in November. The Association was advised that the Ridge Sports Center pool will continue to be open year-round. The Resort Sports Center and Redtail Hawk pool budgets will assume these pools remain as seasonal operations.
- The 2020 audited financial reports will be posted on the owner website at www.eaglecrestowners.com when available. The 2020 audit is being completed remotely and delayed due to Covid.

Bill expressed appreciation from the Board and management to Hank Cavender for his years of service to the Association.

Marrissa Rainey, HOA Manager for Eagle Crest Management ("ECM"), reported on the following resort operations activities:

- Closure of the outdoor pools during the winter months is planned to continue. The indoor pool at the Ridge Sports Center will be available during these winter months if Covid restrictions in place at that time allow.
- Activity at the Golf Courses over the past year includes:

**RESORT
OPERATIONS
REPORT**

- The Greenside Café received a full renovation of both the inside space and outside patio area. Features include a beautiful new paver deck (partially covered) with multiple TVs to watch your favorite sporting events, roll-up style garage doors to bring the outside space indoors, all new kitchen equipment, and two outdoor fireplaces. The interior space utilized 100-year-old reclaimed accent wood.
- Four holes on the Ridge Course received new cart paths and several areas of the Challenge Course received partial path work.
- New turf equipment was purchased for all three courses, including mowers, rollers, sander, seeder, and utility vehicles.
- Pump stations on the Resort Course were refurbished.
- New driving range and putting green flagsticks were added at the Ridge/Challenge facility.
- The Master Association has purchased a solar-powered speed sign for installation along Falcon Crest Drive on the straight stretch near the soccer field. This has historically been an area where some tend to speed. The hope is that the sign will help bring awareness to the speed people are traveling, and that they will slow down.
- Additional signage has been ordered for installation along the river trail to assist trail users on proper exit points.
- An exciting upcoming project is the revitalization of the front entrance signs.
- Remember to visit the website for updates and information about what is happening on the Resort – www.eaglecrestowners.com.

QUESTIONS & COMMENTS

Bill opened the floor for questions and comments.

- Hank Cavender thanked Marrissa Rainey and Karen Smith for bringing a wealth of talent and providing excellent administrative services to the Association. Hank welcomed Brett Moshofsky as the newest ECMA Board Member, noting he has years of experience with an ECMA sub-association and is present and active in the affairs of the associations.
- Brett Moshofsky noted he is looking forward to serving on the Board.

There were no further questions related to Association business that had not previously been addressed.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Secretary to the Association