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 fourth quarter meeting of the Board of Directors was held on November 21, 2025, at 1:00 p.m. at 7555 Falcon Crest Drive in Redmond, Oregon.

ATTENDANCE Directors present included Mike Bessonette (Residential Director), Lori Heironimus (VROA Director), Denene Holbrook (Residential Director) and Bill Neumann (VROA Director). Management company staff members present included Debbie Hahn, Curt Heimuller, Mark Owings, and Marrissa Rainey. 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 1:02 p.m. Lori moved to approve the agenda as presented. Denene seconded the motion and it passed unanimously.

PRIOR MINUTES Reading of the prior meeting minutes dated September 26, 2025 and October 10, 2025 was waived and Lori moved to approve the minutes as presented. Denene seconded the motion and it passed unanimously.

MANAGEMENT AND COMMITTEE REPORTS

FINANCIAL REPORT Mark Owings noted the 2024 audit is complete with adjustments made in the third quarter. The adjustments affected the 2024 ending/2025 beginning fund balances for the financial statements being presented today as noted in the financial summary ("Attachment 1"), but the balances were not adjusted prior to distribution of the statements. Mark noted he will revise the third quarter statements to reflect the updated balances.

Mark then presented the financial report, which included the financial summary ("Attachment 1") and internally prepared third-quarter 2025 financial statements ("Attachment 2").

Following discussion and upon motion duly made (MB) and seconded (DH), 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 pending the ending fund balances being updated on each statement.**
>
> ***Resolution 2025.11.21-01***

UTILITY SYSTEMS REPORT Oregon Water Utilities (OWU) provided the written Utilities Report ("Attachment 3"). There was no further discussion.

OPERATIONS REPORT Marrissa reviewed the written Operations Report ("Attachment 4") and provided the additional information noted below.

- A bid for wildfire risk reduction on the canyon has been received from PatRick Environmental and funds included in the draft budget being presented for approval.
- Sub-associations are investigating potential irrigation upgrades to obtain compliance with ECMA's Irrigation Policy. More information is expected to be provided at the first quarter meeting.

There are no insurance claims to report.

RESERVE EXPENSE REPORT

Karen Smith, reporting for Resort Resources, Inc., reviewed the Budget vs. Expenditures per 2025 Reserve Studies ("Attachment 5"), noting there are no variances requiring approval.

RESORT GOLF PRO SHOP PROJECT REPORTS

Mike Bessonette reviewed a written report on the Golf Pro Shop improvement project ("Attachment 6") highlighting the project is complete other than a very small amount of landscaping that remains to be finished. Mike discussed plans Eagle Crest Acquisition Group shared regarding potential music events in the summer.

Karen Smith reviewed the final budget report for the project ("Attachment 7"), noting the interest rate for the loan will be set on December 8th.

GOLF OVERSIGHT COMMITTE

Mike Bessonette, Committee Chair, reviewed the written Golf Oversight Committee report ("Attachment 8") and the Resort Golf Course 5-Year Capital Plan through 2031, revised November 21, 2025 ("Attachment 9").

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

RESOLVED, that the updated "Resort Golf Course 5-Year Capital Plan through 2031 - revised 11/21/25" ("Attachment 9") be hereby approved as presented.

Resolution 2025.11.21-02

ENVIRONMENTAL CONTROL COMMITTEE

Marrissa Rainey reviewed the written Environmental Control Committee update ("Attachment 10"). There was no further discussion.

COVENANT COMPLIANCE COMMITTEE

No activity.

UTILITY SYSTEM PLANNING COMMITTEE

While the committee had no activity, Karen reported that final approval of the water rights transfer from the Oregon Water Resources Department remains pending. Approval is expected without issue; however, the process is lengthy.

SCHEDULED 4TH QUARTER BUSINESS

ELECTION OF OFFICERS

Following nominations by directors, and upon motion duly made (LH) and seconded (MB), the following resolution was unanimously approved:

RESOLVED, that the following persons are elected to the corporate offices set forth opposite their respective names, to serve until the next meeting of directors following the members' annual meeting in

2026, and until their respective successors shall be elected and qualified:

Bill Neumann – President
Mike Bessonette – Vice President
Denene Holbrook – Secretary
Chris Earnest – Treasurer

Resolution 2025.11.21-03

TRAVEL/LODGING EXPENSE POLICY

Directors reviewed and affirmed the current expense policy for the 2025/2026 board year. The current policy is copied here for reference purposes:

"*Transportation costs are allowed based on the most prudent mode of travel as determined by each director. If driving, a mileage rate will be paid at the then current IRS mileage rate. Air travel will be reimbursed at cost. Lodging, as needed to accommodate for the meeting schedules (1-2 nights), will be provided by the Association at the resort property. Directors may be reimbursed for meal expense up to $50 per day, only if lodged in the hotel, upon delivery of receipts for meal expenses. In addition, communication costs will be reimbursed to directors at cost upon receipt of a bill."*

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

RESOLVED, that the 2025/2026 Travel/Lodging Expense Policy be hereby approved.

Resolution 2025.11.21-04

ECMA COLLECTION POLICY DELEGATION

Directors reviewed the memo "Annual Sub-association Billing Delegation; ECMA-JUEA Fees Collection" ("Attachment 11"), and proposed ECMA Collection Policies for 2026 ("Attachment 12"). The proposed fee of $15 is an increase of $1 from 2025.

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

RESOLVED, that ECMA adopts the Collection Policies for 2026 ("Attachment 12") and delegates the responsibility for collecting ECMA Dues, Utility Fees, and JUEA Fees in 2026 to those Sub-Associations listed in the adopted policy; and

BE IT FURTHER RESOLVED, that ECMA approves a 2026 Billing Fee equal to $15 to be added to each invoice generated by its management company for ECMA Dues, Utility Fees, and JUEA Fees to include invoices to Sub-Associations collecting these dues and fees on behalf of ECMA as well as invoices to individual owners; and

BE IT FURTHER RESOLVED, that ECMA authorizes payment to its management company on a quarterly schedule equal to the total invoiced Billing Fees.

Resolution 2025.11.21-05

CONTRACT RENEWALS

Marrissa Rainey presented the Landscape Maintenance Agreement Renewal memo ("Attachment 13") and the Third Amendment to Supplemental Agreement to Amended and Restated Management Agreement for Landscaping Services ("Attachment 14") which details the landscaping services contract between ECMA and Eagle Crest Management.

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

> **RESOLVED, that the Board approves the Third Amendment to Supplemental Agreement to Amended and Restated Management Agreement for Landscaping Services ("Attachment 14") with the Eagle Crest Management Landscaping division for a period of three years, and authorizes the Board President to sign said agreement on behalf of the ECMA Board.**

Resolution 2025.11.21-06

Kacy Hjeresen presented a summary of the Pools & Spas Service Agreement Renewal memo ("Attachment 15"). The Board confirmed they would like the chemicals to be included as part of the base fee.

Following discussion and upon motion duly made (LH) and seconded (DH), the following resolution was unanimously approved.

> **RESOLVED, that Eagle Crest Management shall develop an updated agreement for Pools and Spa services, and that the ECMA President be authorized to review and sign the updated agreement, which is to include chemicals as part of the base fee.**

Resolution 2025.11.21-07

Marrissa reviewed Tennis Instruction Services Agreement Renewal memo ("Attachment 16") and proposed Third Amendment to Tennis Instruction Services Agreement ("Attachment 17").

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

> **RESOLVED, that the Third Amendment to Tennis Instruction Services Agreement ("Attachment 17") be accepted as presented, and that the Board President be authorized to sign said agreement on behalf of the ECMA Board.**

Resolution 2025.11.21-08

2026 ASSOCIATION BUDGET

Mark Owings electronically reviewed the proposed 2026 association budgets dated 11/21/25, summarizing updates made since the earlier version shared with Directors. The final budgets are attached as follows: the Facilities budget ("Attachment 18"), Utilities budget ("Attachment 19"), and Sports Center operations budget ("Attachment 20").

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

RESOLVED, that the 2026 Eagle Crest Master Association budgets for Facilities ("Attachment 18"), Utility operations ("Attachment 19"), and Sports Center operation ("Attachment 20") be approved as presented; and

BE IT FURTHER RESOLVED, that the 2026 Association dues shall be assessed at $96.00 per month before debt service, per assessment unit; and

BE IT FURTHER RESOLVED, that the 2026 Association water and sewer rates shall be assessed at $90.00 per month, per connection; and

BE IT FURTHER RESOLVED, that the Sports Center annual Unit Fee be increased to $460.52 per Unit and the annual Owner Fee be increased to $32 per Owner, as those terms are defined in the Sports Center Lease; and

BE IT FURTHER RESOLVED, that the Sports Center annual Unit Fee for Ridge at Eagle Crest Owners be increased to $176.61 per Unit and the annual Owner Fee be increased to $12.63 per Owner, as those terms are defined in the Joint Use Easement Agreement.

Resolution 2025.11.21-09

The draft 2026 Association Reserve Studies for Facilities ("Attachment 21"), Utilities ("Attachment 22"), and the Water System Infrastructure Repair Estimation Plan or "WIREP" ("Attachment 23") were recently delivered to directors electronically. Approval of planned 2026 expenditures will be requested at the first quarter board meeting, continuing the process by which pre-approval is obtained for planned reserve expenditures.

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

RESOLVED, that the 2026 updates to the Association's Facilities Reserve Study ("Attachment 21"), Utility Reserve Study ("Attachment 22"), and WIREP Reserve Study ("Attachment 23") be approved as submitted, with the financial assumptions and contributions as recommended.

Resolution 2025.11.21-10

SIGNATURE AUTHORIZATIONS

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

RESOLVED, that Chris Earnest and Curt Heimuller be appointed as authorized signers for the Eagle Crest Master Association, effective for calendar year 2026.

Resolution 2025.11.21-11

RESERVE FUND INVESTMENTS

The ECMA Board Operating Procedures state "Determination of reserve fund placement will be based on analysis of the reserve fund balances and the Board-adopted Association reserve studies, updated annually, that project near and longer term estimated contributions and expenses. At least annually the Board of

Directors will adopt a resolution identifying authorized officer(s) and/or agent(s) to conduct this analysis and make the resulting fund placements."

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

RESOLVED, that the Board adopts the reserve fund investment policy and authorizes Chris Earnest, Curt Heimuller and Mark Owings to conduct analysis and placement of Eagle Crest Master Association reserve funds, effective for calendar year 2026.

Resolution 2025.11.21-12

UNFINISHED BUSINESS

SPORTS CENTER JUEA

The topic was not discussed.

NEW BUSINESS

TENNIS/PICKLEBALL USAGE POLICY REVIEW

Marrissa provided a review of the pickleball usage policy ("Attachment 24"), summarizing the changes requested by the Sports Center Manager. Directors requested the Sports Center Manager attend the first quarter meeting to provide her recommendation along with supporting data.

RESORT RESOURCES, INC. 2026 TASK ORDERS

Directors reviewed the proposed Resort Resources, Inc. 2026 Task Order for Services ("Attachment 25").

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

RESOLVED, that the Resort Resources, Inc. 2026 task order ("Attachment 25") be hereby approved as submitted understanding the 2026 fee schedule, and that the Board President be authorized to sign the task orders on behalf of the ECMA Board.

Resolution 2025.11.21-13

VROA REQUEST FOR USE OF SPACE IN THE SPORTS CENTER

Lori Heironimus summarized her memo detailing VROA's request to extend the period for temporary use of space at the Sports Center ("Attachment 26").

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

RESOLVED, to extend the period of use of the check-in area being utilized by VROA's management company in the existing location of the "media room" of the Sports Center through 2026, maintaining the same operational considerations currently in place.

Resolution 2025.11.21-14

ECMA ACCESS POLICY UPDATES

Marrissa presented proposed revisions to the ECMA Policies for Access to Resort Recreation Facilities ("Attachment 27"). Changes were marked in the document and briefly reviewed.

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

RESOLVED, to approve the Policies for Access to Resort Recreation Facilities as amended and shown in "Attachment 27".

Resolution 2025.11.21-15

OTHER NEW BUSINESS

Directors set the following dates for 2026 regular meetings:

1st Quarter – Thursday, March 19, 2026

2nd Quarter – Thursday, June 18, 2026

3rd Quarter – Friday, September 25, 2026

2026 Annual Meeting – Saturday, September 26, 2026

Budget Study Session – Friday, October 2, 2026

4th Quarter – Thursday, November 5, 2026

EXECUTIVE SESSION

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

RESOLVED, that the Board adjourns to executive session to discuss contract negotiations.

Resolution 2025.11.21-16

Bill confirmed that action, if any, would be taken in open session. Karen Smith was asked to attend the executive session.

Bill reconvened the meeting in open session at 4:10 p.m. No action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:10 p.m.

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Secretary to the Association