Eagle Crest Master Association
Board Meeting Agenda

November 5th, 2026
2:00 P.M.
7555 Falcon Crest Drive
Redmond, OR

Meeting called by:	Vice President, Mike Bessonette	Facilitator:	Mike Bessonette
Type of meeting:	Fourth quarter regular meeting	Minutes:	Debbie Hahn
Attendees:	Directors and staff		
Please read:	Packet of materials including: (see package Table of Contents)		

Owner Comment Opportunity *(guidelines for participation below)* — Mike Bessonette, President

AGENDA ITEM	RESPONSIBLE PARTY	ACTION
I. CALL TO ORDER	Mike Bessonette, Vice President	
II. CONSENT TO AGENDA	Mike Bessonette	YES
III. APPROVE PRIOR MEETING MINUTES	Mike Bessonette	YES
IV. SCHEDULED 4th QTR BUSINESS		
A. **Election of Officers	Mike Bessonette	YES
Current officers: President: Vacant Vice President: Mike Bessonette Secretary: Denene Holbrook Treasurer: Chris Earnest		
B. 2027 Association Budget	Mike Bessonette	YES
1. Status update on projects with budget impact		
a. Well #2C Water Rights Transfer (OWRD) matter		
b. Mountain Quail water line replacement project		
2. Reserve studies and contributions for 2027	Karen Smith, RRI	
a. Facilities Reserve Study		
b. Utility Reserve Study		
c. Water System Infastructure Repair Estimation Plan Reserve Study		
3. Review association operating budgets for 2027	Mike Bessonette	
a. Facilities budget		
b. Utility systems budget		
c. Sports center budget		
4. Motions all topics (budgets, reserve studies, set dues, sports center fees, and utility rates for 2027)		
V. MANAGEMENT AND COMMITTEE REPORTS		
A. Financial Report	Mark Owings & Carolyn Schwaderer, Eagle Crest Management (ECM)	YES
1. Review 9/30/26 Q3 financial statements		
2. Status update on 2026 CPA Audit		
3. Discussion and questions		
4. Motion to approve Q3 financial statements subject to audit		

B. Utility Systems Report	Brett Limbeck, Oregon Water Utilities (OWU)	
1. General systems report		
2. WPCF Permit Renewal Status Update (Water Pollution Control Facility) – *verbal report*	Karen Smith, RRI	
C. Operations Reports	Marrissa Rainey, ECM	
1. General operations report		
2. ECMA Irrigation Policy – Sub-Association Compliance – *no activity*		
3. Insurance claims report – *no activity*		
4. Discussion and questions		
D. Reserve Expense Report	Karen Smith, RRI	YES
1. Expense status report for YTD 2026		
2. Discussion and questions		
3. Motion to approve variances, if/as applicable		
E. Committee Reports		
1. Golf Oversight Committee – *no activity*	Mike Bessonette, Chair	
2. Golf Course Easement Encroachment Agreements – *verbal report*	Marrissa Rainey, ECM	
3. Environmental Control Committee	Marrissa Rainey, ECM	
a. Status Update		
4. Covenant Compliance Committee – *no activity*		
5. Utility System Planning Committee – *no activity*		
6. Sports Center Improvement Committee – *verbal report*	Mike Bessonette and Lori Heironimus, Chairs	
a. Ridge & Lakeside Sports Center Improvements Update		
b. Discussion and questions		
VI. SCHEDULED 4th QTR BUSINESS (continued)		
C. **Travel/Lodging Expense Policy	Mike Bessonette	YES
1. Review current policy		
2. Motion to adopt policy for 2026 – 2027		
D. ECMA Collection Policy Delegation - 2027	Marrissa Rainey, ECM	YES
1. Review 2027 Collection Policy Delegation Draft		
2. Motion to adopt 2027 Collection Policy Delegation		
E. **Signature authorizations	Mike Bessonette	YES
1. Review current policy (ECMA Board Operating Procedures section II-C-1)		
2. Motion(s) if/as applicable		
F. **Reserve fund investments	Mike Bessonette	YES
1. Review current policy (ECMA Board Operating Procedures section II-D-3)		
2. Motion(s) if/as applicable		

VII. UNFINISHED BUSINESS		
A. Well 2B Water System 1. Status Update 2. Discussion and questions 3. Motion(s) if/as applicable	*Project Team	YES
VII. NEW BUSINESS		
A. Resort Resources, Inc. 2027 Task Orders 1. Review task orders 2. Motion(s), if/as applicable	Karen Smith, RRI	YES
B. VROA Request for Use of Space in the Sports Center 1. Discussion and questions 2. Motion(s), if/as applicable	Lori Heironimus, VROA President	YES
C. Other new business 1. Set 2027 meeting dates	Marrissa Rainey, ECM	YES
IX. ADJOURN	Mike Bessonette	YES

Additional Information

Observers:

Open meeting conducted in accordance with RRO. The Board welcomes member attendance at Board meetings to observe business matters involving the Association.

While the Board meeting is in session, there is no owner participation unless invited by the Chair. The Board meeting is a meeting of the Directors of the Association. Management and committee reports are given as requested and recognized by the Board. Business matters come before the Board when a motion is made and seconded, followed by a discussion period, before a vote is taken. This discussion is to take place only between the Board members (with management, if needed).

To provide an opportunity for members to address the Board, a time for owner comments will be set aside preceeding the board meeting.

Please respect the following participation guidelines:

- Please raise your hand to be recognized by the Board President.
- Once recognized, state your comment or concern in clear and simple terms and please limit it to three minutes. If someone else has already stated the same concern, please only comment if you have something new to add.
- **Please understand that the Board will not offer an immediate response/decision at this time.**

Any member unable to attend a Board meeting is always welcome to send a comment or concern in writing to the Board via the management company by fax, mail, or email. Submitting your comment in writing is encouraged.

Special Notes:	**Agenda Item IV-A, Election of Officers: ECMA Bylaws state *"Any person may hold more than one office, provided that neither the Secretary nor the Chief Financial Officer may serve concurrently as the President. The President, Vice-President and Secretary shall be members of the Board. The Chief Financial Officer may be, but need not be a member of the Board."* **Agenda Item VI-C, Travel and Lodging Expense Policy*:* Policy adopted in 2022 "*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."* **Agenda Item VI-E, Signature authorizations: ECMA Board Operating Procedures state "*At least annually the Board of Directors will adopt a resolution identifying authorized signers, under Bylaws Article IX, Section 1."* • *Current Authorized Signers: Chris Earnest and Curt Heimuller* • *Current Authorized Signers for Association Liens & Lien Releases: Curt Heimuller and Carolyn Schwaderer* **Agenda Item VI-F, Reserve fund investments: 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."* • *Current Authorized Signers: Chris Earnest, Curt Heimuller and Mark Owings*
*Project Team Includes:	Parametrix; Eagle Crest Management; Resort Resources and Oregon Water Utility
Resource Persons:	Staff