

Rimrock Cove Board Meeting Minutes

September 16, 2023 @9:00am PST

Location: Orchard

Board Members in Attendance	Board Members not in Attendance	Park Employees & Committee Representatives in Attendance	Lot Owners in Attendance
David Hodge	Toni Young	Jim Malone (613)	John & Cheryl Corgnati (110)
Heidi Roth	Andy Garness	Ned Kautzman – Bookkeeper (346)	Sarah & Reese Kautzman (346)
Justin Evans		Bryan Roth – Gov Docs (102)	Ralph & Jolene Broz (730)
Stefanie Means		Steve Tuttle – Water Tank (723)	Valerie Hodge (325)
Randy Hill		Nanc Tuttle – Gov Docs (723)	Susan Armstrong (811)
Shannon Malisani		Ron Gopal – Architectural (329)	Curt Treadwell (801)
Jim McKiernan			Doug McKiernan (106)
			Dixon Poff (133)
			Mike & Kami Grosvenor (717)

1. Call the Meeting to Order – 9:00 am
2. Acknowledge a board quorum exists – David Hodge
3. Ratify minutes of prior meeting August 12, 2023
 - a. *Jim McKiernan moved to ratify the meeting minutes, Stefanie Means second. Unanimous Approval.*
4. Owners’ opportunity to address the board. (5 minutes per owner)
 - a. Office – Email Comment - Could you please note that snowbirds need to go to the post office in Coulee City or Soap Lake with photo id and have them put the change in by computer. If they send the change card their mail will be returned because of no id. Post Office is now requiring photo ID due to people making changes and sending someone else's mail to them.
 - i. *The board decided this information should be sent via email to the membership after the meeting.*
 - b. 811 - Susan Armstrong–Requested access to more meeting minutes online. Suggested with electronic voting to have owners vote more often to give the board authority to act on things.
 - c. 723 - Nanc Tuttle –Reminded owners of restrictions on golf carts on Moore Road. Grant Co has allowed limited use on Moore Road, but anything further than RRC or the storage units must be street legal.
 - d. 801 - Curt Treadwell – Noted that the meeting minutes did not include all his comments and urged the Board to hold Zoom meetings. Questioned the ratification process for Board approval of minutes. Comments on insurance.
 - e. 723 - Steve Tuttle –Comments to thank the board and highlight some of the board action.
 - f. 106 - Doug McKiernan – Comments to thank the board recognizing the hard work it takes to be a board member.
 - g. 328/329 - Ron Gopal –Comments on how hard the work for the board is and thanks to Board members for all their efforts.
5. Vice President’s Report – Jim McKiernan
 - a. Things are moving along with replacement of the managers residence. Office functions are up and running at Marilyn & Jim’s trailer.
6. Manager’s Report – Bill Leonard – Jim Malone for Bill
 - a. There was some vandalism of the lower septic sewer line down by the shop. The lid was opened someone and put trash in there.
 - b. Oct 1st the office moves to winter hours. Riley is working 2 more weeks.

- c. **All boats must be out of the boat basin by Oct 22nd.** Please be careful if your boat is still in the water the lake levels are dropping. Suggested using the public launch.

7. Treasurer’s Report – Shannon Malisani

- a. Insurance Quotes for next year have come in. Our agent partnered with a new company. Still in Ephrata but a different address. General Liability has gone up about 10-12%. The cost of the umbrella insurance quote has gone down since we first spoke to them. So, we are on target with the proposed 2024 budget. We will shop the quotes with additional agencies.
- b. Owners in Arrears – There are quite a few that were added to the list recently due to quarterly payments coming due. Treasurer will reach out to get everyone caught up. Owners in good standing will receive ballots.
- c. Bookkeeping Update
 - i. Summary of QuickBooks balances as of 09/13/2023:
 - General Checking \$55,277.58
 - Reserve Savings \$463,618.21
 - Operations Contingency Fund \$17,320.09

Total all accounts \$536,215.88

Reports and notes

- 2023 P&L vs 2023 budget as of 09/13/2023
- Accounts receivable and owners’ late balances as of 09/13/2023
- Currently there is \$6,692.41 of cash in our general checking that is earmarked for 2024. This happens because owners are so far ahead, we don’t have an invoice to tie the dues to yet.

8. Committee Reports

- a. Architectural Review Committee – Randy Hill/Stefanie Means
 - i. Owner Projects – Pretty quiet right now. There are a few owners working on pouring concrete slabs. One owner has been trying to complete a deck project it is taking longer than expected due to issues with a contractor. The deck is on hold, and we are working with him.
 - ii. Approach Permit – We have a blanket approach permit. If you are needing a permit and Grant Co asks for an approach permit or tells you that one is needed, please reach out to the architectural committee or the board we can provide one to you.
 - iii. #508 Update – Progress is good. Allowing extension of 2nd RV for living quarters during remodel.
 - 1. Board agreed to allow the second trailer to remain.
- b. Entertainment – Stefanie Means/Andy Garness
 - i. Labor Day events were a success! Thank you to all the volunteers and to all those who donated. We had almost \$500 in extra donations over the weekend for events. The photo booth was donated, a big thank you to the McKiernans & Rileye. Everyone loved the photo booth!
 - ii. Suggestion that we hire a new DJ. We looked at additional bids, the pricing is almost double. If funds available, would like to use a new DJ.
 - iii. The Kautzman Family will run the fishing derby in 2024. David noted that one of the owners sent an email noting that her son would like to donate a handmade rod as one of the prizes.
- c. Marine Projects/Marine Master Plan Committee – Justin Evans
 - i. Marine Projects –The boat launch dock needs a work party this spring. We haven’t used the budget this year. We will purchase materials this fall.

- ii. Marine Master Planning Committee – sent an email with a few budget requests, we will discuss during new business and the bigger budget conversation.
 - 1. Huge thank you to the Marine Master Planning Committee, they have worked very hard this year. It has been a lot of work and have really done a great job.
 - d. Tree Committee – Toni Young
 - i. No Report
 - e. Nominations – Jim McKiernan
 - i. Two potential candidates for this year and two more possible candidates.
 - f. Governing Documents Committee – Heidi Roth/Jim McKiernan (Committee Co-Chairs – Bryan Roth/Jim McKiernan)
 - i. Gov. Docs Committee has proposed changes and included recommendations for setbacks, parking, including the 2008 changes that were not updated.
 - ii. The board recommendation is to wait and send this in a ballot in the off-season, so the community has time for more feedback on the wording, and the process and amendment doesn't feel rushed.
9. Old Business
- a. Projects from the Reserve Study
 - i. Office Trailer Replacement – Stefanie Means/Jim McKiernan
 - 1. The trailer tongue is getting fixed, then it will be removed.
 - 2. Water/Electrical - We must dig up some old stuff to figure out what is going on there. The electrical will be fixed and moved. We are getting electrical bids.
 - 3. We must use a certified electrical installer. We have bids from the two installers that work in Grant Co. We will review both bids.
 - ii. Water Tank Replacement – Justin Evan/Steve Tuttle
 - 1. We were tasked with getting a guess for what it will cost us. The engineer will work up hard numbers, Dept of health will require double the gallons of our daily use. Our daily use is about 50,000 gal without irrigation. The recommendation is 138,000 gal. We are hoping to get the DOH approval for a smaller tank. Our current tank is about 9,000 gallons.
 - a. The footprint is the same for a 59,000 - 135,000-gallon tank. The prep will be the same.
 - 2. No site prep contractor will bid at this point in the project – they need engineer drawings. The committee put in 100K for that as a guess.
 - 3. DOH prefers to decommission the old tank. Suggestion to investigate if there are other possible options, like fire suppression we will look at options and costs.
 - b. Technology/Website Updates - Heidi Roth
 - i. No update
 - c. Security Webcams – David Hodge
 - i. No report
 - d. Reserve Study Update – Ned Kautzman & David Hodge
 - i. 2024 Reserve study – Reserves study has been sent out and posted. Next update will come in 2025 without site visit.
 - e. Front Setback – Architectural guideline

- i. Discussed during Governing Documents Discussion.

10. New Business

a. 2024 Operations & Reserves Budgets

i. Budget Comments –

1. No owners responded with comments on the draft budgets.
2. Marine Master Plan Committee - email comments –
 - a. Reserves Budget request to change the Beach refurbish line to say Beach & Marine Maintenance. It was decided to make a partial change, Maintenance is a better descriptor than refurbish and the intent is the same, but to not include the word Marine for this year to keep it as what was proposed to the membership.
 - i. It was suggested that in 2025 we could do a Beach Maintenance \$8500 and add an additional Marine Maintenance \$8500 line item.
 - b. They had an additional request to change the reserves budgeted amount for marina consultant from 30k to \$50k. To allow the board to have the authority to spend the additional 20k in the next year.
 - i. The board feels that the reserves fund will very low after the office trailer and with the water tank projects, we don't feel it would be prudent to allow the board the flexibility to move forward with that additional \$20k without membership permission.

- ii. *Jim McKiernan moved to ratify the 2024 Operations Budget as presented and 2024 Reserves Budget with a minor update to the wording on the beach 'maintenance' sent to the membership for consideration. Shannon Malisani second. Unanimous Approval.*

b. Fall Ballot Packet

i. Cover letter and Budgets

1. *Jim McKiernan moved to accept the 2024 Ballot Packet as presented and send to the membership for approval. Randy Hill second. Unanimous Approval.*

11. Executive Session – *No executive session needed.*

12. *Meeting Adjourned at 10:17 am with a motion from Stefanie Means and second by Justin Evans. Unanimous Approval.*

Respectfully Submitted,

Heidi Roth, Secretary

Upcoming Meeting Dates | 10/21 - 10am
2024 Meeting Dates | 3/16 - 10am, 4/13 - 10 am, 5/4 - 9am
2024 Annual Meeting – May 26th 10 am in the Orchard

Remember to check www.rimrockcove.com for minutes, upcoming events, etc.