

# Rimrock Cove Meeting Minutes

March 25, 2023 @10:00am PST

Location: Office Deck

Board Members in Attendance	Board Members not in Attendance	Park Employees & Committee Representatives in Attendance	Lot Owners in Attendance
David Hodge		Jim Malone – Acting Manager (613)	Bob Sokol (138)
Heidi Roth		Marilyn Malone – Office (613)	Doug McKiernan (106)
Shannon Malisani		Jim McKiernan – Gov. Docs (107)	Chrys Leonard (809)
Randy Hill		Gary Dressler – Master Marine (509)	Alan Good (111)
Colby Sokol		Ned Kautzman – Bookkeeper (346)	Nanc & Steve Tuttle (723)
Justin Evans			Dixon Poff (133)
Stefanie Means			Ray Hudlow (338)
Toni Young			Ralph & Jolene Broz (730)
			John & Cheryl Corgnati (110)
			Dottie Shipley (209)

1. Call the Meeting to Order – 10:00 am
2. Acknowledge a quorum exists – David Hodge
3. Ratify minutes of prior meeting October 15, 2022
  - a. *Shannon Malisani moved to ratify the meeting minutes, Toni Young Second. Unanimous Approval.*
4. Owners’ opportunity to address the board. (5 minutes per owner)
  - a. #138 – Bob Sokol – Comments on future manager position full-time manager in preference of part-time.
  - b. #107 – Jim McKiernan – Direct line of communication with lake levels. The County has taken over the control, enforcement office for Department of Fish and Wildlife.
  - c. #106 – Doug McKiernan – request to speak during Marine Committee report.
  - d. #613 – Marilyn Malone – Provided a positive health update from Bill.
  - e. #809 – Chrys Leonard – Made some additional comments about Bill’s health.
5. Vice President’s Report – Toni Young
  - a. Vacant Vice President Board Position –
    - i. *David Hodge nominated Toni Young for Vice President, Colby Sokol Second. Unanimous Approval.*
  - b. Human Resources Update – Bill is on a Leave of Absence. Jim Malone is acting manager. He has hired Damian for maintenance, and watering. We hired Damian early to support Jim.
6. Manager’s Report – Jim Malone - Acting Manager
  - a. Damian is cleaning up grounds, stump grinding, two extra trees coming we need to dig holes. Irrigation system is ready to go. Hoses go out, turn on park water starting Monday. Boat basin is striped ready for boats. Ray Hudlow helped with trying to create better angles didn’t decrease spots. Thanks Ray.
  - b. Jim installed the LED lights in the laundry rooms and bath houses. Thanks Jim!
  - c. KJ’s – weed eating for private lots– Please call KJ’s direct to get on the list. If you prefer to pay KJ’s by check, you may mail it to KJ’s or drop it off in the RRC office.
  - d. Office Hours:
 

Monday	10am-1pm	Friday	10-5
Tuesday	Closed	Saturday	10-5
Wednesday	Closed	Sunday	10-5
Thursday	Closed		
  - e. **Owners, please take note: Men’s bathroom and laundry room need to be locked from the inside before leaving.**
7. Treasurer’s Report – Shannon Malisani

- a. Owners in Arrears – We had a long list with the start of the year and first board meeting. Many have already caught up. A few are small dollar amounts behind, please remember to update your bill pay to the current amount for 2023.
- b. Investment of Reserves Funds – We have invested the funds in insured accounts through Edward Jones. The board created a policy to govern the way these funds are managed to provide guidance for future boards and make sure the funds are managed in a secure way. Policy was introduced and read.
  - i. *Reserve Fund Management Policy – Colby Sokol moved to adopt the policy as written. Justin Evans second. Unanimous Approval.*
- c. Carbon Tax – carbon tax was increased so we are increasing propane to \$3.75 per gallon to cover costs. Propane increase is effective 4/1/23.
- d. Garbage – 19% increase in garbage fees. Recommend removing the cardboard bin to stick within the budget. Open discussion of the options, there was a strong preference to keeping the cardboard bin. We will be over budget at the end of the year.
- e. Bookkeeping Update
  - i. Summary of QuickBooks balances as of 03/22/2023:
 

• General Checking	\$103,030.32
• Reserve Savings	\$535,437.05
• Operations Contingency Fund	\$17,297.53
<b>Total all accounts</b>	<b>\$655,764.90</b>

**Reports and notes**

- 2023 P&L vs 2023 budget as of 03/22/2023
- Accounts receivable and owners’ late balances as of 03/22/2023
- Currently there is \$2,390.00 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. Electrical Compliance Project – four trailers left who are out of compliance, we have already had conversations with two those owners. We will send letters to all four.
  - ii. Speed bumps – neighborhood must get together and get signatures. If there is overwhelming support, we will add the speed bumps.
  - iii. Owner Projects – Projects starting back up in the park.
    - 1. 615- shed, 703-Arizona room (starting process, haven't submitted yet), 711- concrete pad, trailer, and retaining wall. There is an old easement related to this lot. This project resolves the issue, we will file a quit claim deed. 318-concrete slab, covered deck, 306-new park model, 801-concrete pad to prepare for new park model, 803 – ARC permit extension for shed, almost done. 722 - New slab and retaining wall. Cleans up old easement issue, we will file the quit claim deed.
    - 2. issues: 311 mini-split on common ground - to be corrected by Memorial Day. 114-extension cords in neighbors’ pedestal, 203 – grant county conditional use permit, PUD had concerned that they are 10 ft from the power pedestal. They need to revise the plans to fit within the Grant Co requirements.
    - 3. Suggestion that ARC review HVAC unit placement to ensure they maintain proper setbacks.
    - 4. #813/814 retaining wall outstanding issue. Signed a letter that it will be changed ownership. – Ron/Randy will look at it.
  - iv. #811 Legal Issue
    - 1. The issue has been resolved. The lot owners made the corrections to the building. The architectural review committee has signed off on the project.
- b. Entertainment – Stefanie Means/Shannon Malisani (VOLUNTEERS NEEDED)
  - i. Fishing Derby – April 22<sup>nd</sup>

- ii. Memorial Day Weekend events: poker walk, kids bingo, bake sale at the annual meeting, possibly a tie-dye station (bring your own item to tie-dye)
  - iii. Planning on usual events for 4th of July and Labor Day weekends, looking into getting food truck or trucks for Labor Day
  - iv. Looking for suggestions and thoughts on bringing back any past events. (Car Show, Scavenger hunt for kids, Duck for a buck, other things?)
- c. Marine Projects/Marine Master Plan Committee – Justin Evans
- i. Master Marine Committee Co-Chair Gary Dressler – Summary of work – at a standstill with needing professional help. Need to associate dollars to line items on the reserve study to get bids.
    - 1. Jim McKiernan is going to help with consultants.
  - ii. Beach Rehab - Doug McKiernan brought a friend who does turf restoration look at the project. George Travis Estimated that it would cost 50K to get the beach back into shape. Rehab permit/dirt/soil/Turf. KJ's adjust sprinklers. Timing, fall vs spring – grass needs time to take before winter comes. Spring is recommended. If we rehab in the spring it would be ready in a few weeks.
    - 1. There is not a dollar amount in the reserve study associated to the item to cover this expense. Without that, the board does not have access to the funds. We will follow up with the attorney to see if we can spend the reserves dollars, since the item is included. If we cannot do the project out of reserves it was suggested we could do a special assessment, it would cost approximately \$260 per lot.
  - iii. Beach Steps – no report.
- d. Tree Committee – Colby Sokol
- i. Work Party to plant trees on April 15<sup>th</sup> at 9am.
  - ii. Issue with a common ground area where we replaced trees last year. The area is bare except for the trees, they have asked for dirt and grass to be planted. We will ask KJ's for a bid for irrigation.
- e. Nominations – Toni Young
- i. Letter to membership – Each year we have three open positions. There is one incumbent willing to run again. If you are interested in running, please send an email to the board with your name, lot number and biography no later than April 19<sup>th</sup> to be included on the ballot.
- f. Governing Documents Committee – Heidi Roth (Committee Co-Chairs – Bryan Roth/Jim McKiernan)
- i. Jim McKiernan – the Committee Chairs met with David & Heidi to discuss next steps for the committee. We came away with some questions for our attorney to answer before we proceed.
    - 1. Spending limits for the board.
    - 2. Reserves spending authority.
    - 3. RRC rules consistency.
    - 4. Enforcement limitations.
    - 5. Volunteer work party questions
    - 6. Notice to Membership – email vs mail.
9. Old Business
- a. Projects from the Reserve Study
- i. Office Trailer Replacement – Stefanie Means
    - 1. Current pricing for models we are considering, Fraser: \$142,862 Valley Cottage: \$172,700 (price has stayed the same since last year)
    - 2. New committee is being established; first meeting will be held after the board meeting on 3/25 @12:30pm at the office deck. Goal is to to have a proposal prepared for the annual meeting to share with owners.
  - ii. Water Tank Replacement – Justin Evans & Steve Tuttle
    - 1. Justin Evans – we are getting info to the engineers so they can give us a plan of what we need for usage and requirements. Two of the three are close to give us engineering estimates. One of our biggest costs is if our usage is considered seasonal vs. fulltime. Seasonal requires a 9k gal tank - fulltime 48k gal.

- b. Technology/Website Updates - Heidi Roth
    - i. Architectural Committee Website – We have been actively working on completing the website to launch this spring. Erin Vey has the new website built, Ron Gopal & Heidi Roth are helping with the FAQ and building documents.
  - c. Security Webcams – David Hodge
    - i. No report.
  - d. Reserve Study Update – Ned Kautzman & David Hodge
    - i. April 13<sup>th</sup> @ Noon - reserve study company will do their onsite visit. The reserve study needs updated to reflect costs of current pricing.
  - e. Front Setback – Architectural guideline
    - i. Reviewed the setback conversation – Our Development agreement with Grant County holds a 10-foot setback from the road, the county is unsure if they have the jurisdiction to enforce that setback. They suggested that we handle it internally.
    - ii. Tried a forum model, decided to open the discussion at the annual meeting. Board will prepare a memo to go out in advance of the annual meeting.
    - iii. It was suggested we evaluate the parking requirement separately.
10. New Business
- a. Water Purveyor Update
    - i. Dixon has officially retired. Thank you, Dixon, for all your years of service.
    - ii. Wes Trammel (Water Boy) was signing off on our docs, and he has now taken over our water purveyor duties. Daily duties were transferred to the park manager.
    - iii. New chlorine pump – simple less expensive pump has been recommended, we will purchase.
11. Executive Session - No executive session needed.
12. *Meeting Adjourned at 12:01 pm with a motion from Colby Sokol and second by Toni Young. Unanimous Approval.*

Respectfully Submitted,

Heidi Roth, Secretary

Upcoming Meeting Dates | 4/29 – 10am  
2023 Annual Meeting – May 27<sup>th</sup> 10 am in the Orchard

Remember to check [www.rimrockcove.com](http://www.rimrockcove.com) for minutes, upcoming events, etc.