

Rimrock Cove Meeting Minutes

April 29, 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	Shannon Malisani	Jim Malone – Acting Manager (613)	Chrys Leonard (809)
Heidi Roth		Marilyn Malone – Office (613)	Kami Grosvenor (717)
Colby Sokol		Ned Kautzman – Bookkeeper (346)	David Maehren (124)
Justin Evans		Bill Leonard	Ray Hudlow (338)
Stefanie Means			Steve & Nanc Tuttle (723)
Toni Young			Penny Pennebaker (508)
Randy Hill			

1. Call the Meeting to Order – 10:01 am
 2. Acknowledge a quorum exists – David Hodge
 3. Ratify minutes of prior meeting March 25, 2023
 - a. *Colby Sokol moved to ratify the meeting minutes, Stefanie Means Second. Unanimous Approval.*
 4. Owners’ opportunity to address the board. (5 minutes per owner)
 - a. No owners spoke.
 5. Vice President’s Report – Toni Young
 - a. Manager – Jim is working fulltime. Bill has been working part time and helping when he is available. We are working on getting all the paperwork in order.
 - b. Watering and Maintenance – Position was reposted, and we have been doing interviews to get someone hired as soon as possible.
 - c. Cleaning position – We have hired someone. We are working on completing paperwork. Making sure we have the budget for the wage/hours. We have also looked into a cleaning company that could take over the role possibly in the future.
 6. Manager’s Report – Jim Malone - Acting Manager
 - a. Working on getting the park prepared for the summer season, spraying weeds, and getting boats set up in their spaces.
 7. Treasurer’s Report – Shannon Malisani
 - a. Owners in Arrears – 13 on list down from 20 in March. Ballots will not be sent to the 13 on the list until they are current.
 - b. Bookkeeping Update
 - i. Summary of QuickBooks balances as of 04/26/2023:
 - General Checking \$98,906.34
 - Reserve Savings \$542,516.87
 - Operations Contingency Fund \$17,300.26

Total all accounts \$658,723.47
- Reports and notes**
- 2023 P&L vs 2023 budget as of 04/26/2023
 - Accounts receivable and owners’ late balances as of 04/26/2023
 - Currently there is \$3,140.00 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 – 2 more needed to get into compliance and we are done. One is taking care of this month. We will reach out this week and send a certified letter this week if necessary.
- ii. Owner Projects – A few new park models will be coming in but it’s been quiet this spring.
 - 1. #508 - Requests permission to keep a second RV to live in while remodeling their main RV and it is considered unlivable. The Architectural Committee supports this request. The board will revisit this at each monthly meeting.
 - a. *Motion to temporarily allow the second RV with the discussed conditions. Motion - Stefanie Means, Colby Sokol Second. Unanimous Approval.*
- b. Entertainment – Stefanie Means/Shannon Malisani
 - i. Fishing Derby Winners – Congratulations to all of the winners. Huge thank you to Ned Kautzman & Colin Mancer for volunteering to run the tournament again this year!
 - 1. Adult Tournament – 1st place - Matt Bohner (3.4.bs) \$645, 2nd Jay Caley (2.4lbs), 3rd Emma Dickison (1.8lbs), Smallest Fish Brielle Fincher (0.435lbs)
 - 2. Children’s Tournament 1st place – Rae Richards (2.5lbs) \$645, 2nd Owen Brester (1.9lbs), 3rd Jeremiah Vasquez (1.7lbs), Smallest Fish – Will Nemeth (0.425lbs)
 - ii. Memorial Day Weekend events: poker walk, kids bingo, and bake sale at the annual meeting
- c. Marine Projects/Marine Master Plan Committee – Justin Evans
 - i. Master Marine Committee – David Maerhan – wide ranges for costs. The committee is asking for funding for the consultant. \$30k needed for the scope of work.
 - 1. Asking for it to be an emergency expenditure. Board doesn’t have the authority to spend the 30k from the reserves on this item.
 - 2. We are updating the reserve study to include these items so that we can allocate funding toward it.
 - ii. Beach Rehab - We need to wait until the reserves budget is updated to include the rehab. Marine committee recommends we do a maintenance option stay under \$7,400 maximum improvement without a permit. The gardener suggests we are over watering. Suggestion is to bring in fill/low spots. Tier with curbing. It will bring it to the point the water won’t interfere with the grass.
 - 1. Can we accelerate the beach over the rest. Committee suggested we ask.
- d. Tree Committee – Colby Sokol
 - i. Common Ground Grass/Irrigation Issue: there was a miscommunication after the last meeting, so this was not followed up on. Jim will contact KJs about irrigation.
 - ii. Tree Planting Work Party - Lots of help, and thanks to all! Jim and Karen McKiernan, Eric & Shari Riley, John Corgnati, David Hodge, David Maheren, Dixon Poff, Jim Malone, The Anghern Boys, Alan Good, Toni & Tim Young and Nanc & Steve Tuttle and of course YOU COLBY, for your support!

We successfully transplanted trees on April 15th, 11 on the poplar line, and the remaining 6 planted on the beach.

In some case, we elevated the trees thinking broadly about the future plans for the beach. Working on building up shade on the back side of the beach, because at some point the old ones on the water's edge need to be taken down. ALL previously planted where also fertilized that day.

- e. Nominations – Toni Young
 - i. Nominations Update – 4 members running, 1 incumbent. Ballots will go out Monday.
- f. Governing Documents Committee – Heidi Roth (Committee Co-Chairs – Bryan Roth/Jim McKiernan)
 - i. No report

9. Old Business

- a. Projects from the Reserve Study
 - i. Office Trailer Replacement – Stefanie Means / Jim McKiernan

1. There will be an outline of the project in the ballot. We will have a plan to present at the annual meeting.
 - ii. Water Tank Replacement – Justin Evans & Steve Tuttle
 1. Working on a second bid for engineering, that firm has gone silent. But we are comfortable with the first bid.
 - a. *Motion to move forward with the first firm. Motion by Justin Evans, second by Colby Sokol. Unanimous approval.*
 2. Timeline: 2-6 month on engineering and they will size the tank for us. Site prep and permits hopefully ready for the September budget discussion.
 - b. Technology/Website Updates - Heidi Roth
 - i. Architectural Committee Website – We are very close. Last thing to sort is the electronic upload form. As soon as that is fixed it will be ready for launch.
 - c. Security Webcams – David Hodge
 - i. No report.
 - d. Reserve Study Update – Ned Kautzman & David Hodge
 - i. Onsite visit – took a lot of pictures. They will come back with a draft of the Reserves Study update.
 - e. Front Setback – Architectural guideline
 - i. Meeting Prep – Memo to send out to open the discussion before the annual meeting. David will work on this memo. We will then plan to vote on the setback requirements in September.
 - f. 811 Legal Fees – A discussion as to whether we should invoice lot 811 for the legal fees accrued to respond to their attorney letters. It was discussed that the board and many members of the park feels strongly we should collect. We will clarify with our attorney on this point before sending the invoice.
10. New Business
- a. Annual Meeting Preparation
 - i. Ballot / Cover letter approval.
 1. *Board approved both the ballot and the cover letter with a motion from Randy Hill and a second by Colby Sokol. Unanimous approval.*
11. Executive Session - Executive session to discuss Human Resources started 11:33/ Adjourn 11:42
12. *Meeting Adjourned at 11:42 pm with a motion from Colby Sokol and second by Stefanie Means. Unanimous Approval.*

Respectfully Submitted,

Heidi Roth, Secretary

2023 Annual Meeting – May 27th 10 am in the Orchard
 Upcoming Meeting Dates | Newly elected 2023/2024 board will set the meeting dates.

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