

**Rimrock Meadows Association
Board of Directors Meeting—October 8, 2016
Ephrata Senior Center
104 C St. NW
Ephrata, Washington**

Board Meeting Minutes

Board Members Present: Bill Higley; Matt Walters; Dave Meyer; Cindy Alsop; Mike Campbell; John Koppang, Chairman; Carolyn Johnson, Secretary;

Others Present: Kevin Danby, General Manager; Michael Wyman, Attorney; Brent Billingsley, cattle rancher

Call to order and notation: John Koppang called the meeting to order at 9:10 a.m.

1. John Koppang reviewed Code of Conduct and Confidentiality.
2. Approve minutes from last meeting:

Bill made a motion to approve the minutes of the last meeting held on May 7, 2016. Matt seconded it. It was approved unanimously. Kevin stated that the minutes have been on the Rimrock website for some time.

3. Brent Billingsley—Cattle contract:

Mr. Billingsley has been running cattle at Rimrock for about a decade. His ranch grows a natural beef product that is sold to several markets, including the Whole Foods stores. He presented information about his beef and how they are raised. (i.e. no hormones) He would like a contract with Rimrock that would mirror the contract he recently made with The Nature Conservancy. He left us a copy of the nature conservancy lease to review. Since there is no fence line separating the two properties, he is seeking the same length of contract.

Mike Campbell made a motion to approve a lease with Brent Billingsley, subject to Rimrock Attorney's review and concurrence in terms of lease. Bill Higley seconded it. The board passed it unanimously.

4. Committee Reports:

a. Planning Committee

Cindy stated that the Planning Committee has a new email address. Members can fill out building applications on the website and send it to the Planning Committee email. Then Cindy will send it out to the Planning Committee members to review. The office and Kevin are sent the communications as well. After the application has been reviewed and approved, the approval is sent back to the member and a copy sent to the office as a hard copy to put in the file. The application online has some glitches, as some fields on it are not fillable while others are.

A completion letter or closing letter where violation notices are sent is recommended. After covenant violations have been remedied, a letter of completion would be drafted to complete the process between the PC and the Rimrock member.

Cindy would like to add some language to the operating procedures for second offenders within a year. A repeat offender can be fined retroactive to when the offense began. However, we will just begin the process over with the second offender without increasing the fine schedule.

A motion was made by Dave to add a completion letter to the operating procedures of the planning Committee. Matt seconded it, and all were in favor.

There are 15 active building applications at this time and three are on hold. There are also three members who have not submitted an application. The Planning Committee sent out eight correction notices.

Added to the approval of an application for building is that there is an expiration date of a year, and if at that time, the project is not diligently completed; (as per covenants) that the request to build must be re-applied/re-submitted.

A meeting held at Rimrock on September 3, 2016 by the Planning Committee members was discussed and reviewed.

RV round-up: Derelict RVs are being removed as per an agreement with Roadrunner.

The board discussed requiring R.V. owners to register for inspections with Rimrock, and if they don't, they would be fined for not registering. It could be required every three years and everyone would be on the same schedule. A

reminder would be sent out in the annual meeting packets. One option is for the staff to inspect the trailers. This would all require a membership vote.

Bill Higley showed the board a large map of Rimrock to demonstrate how the Planning Committee is tracking the lot applications and derelict trailers. The assessor's smaller maps of each division is utilized to transfer the field copy (larger map) to the smaller maps for Kevin in the office. Bill and Becky are creating the legend and color for the map.

For the RV round up a flyer or sign is being drafted to post. The building application and the mid point framing inspection was discussed as being a success. Signature lines have been added for a member to sign including the knowledge of the 180-day rule.

A "stop work" sign was distributed to board members and is utilized for members who begin building without first submitting a building application.

The county is in touch with the member who started the recent fire during a burn ban and who did not submit a building application.

A discussion ensued regarding derelict RVs at Rimrock and the various ideas presented to approach this problem. Voluntary compliance is attempted and preferred.

Sit-down or telephonic meetings will be planned in the future for the PC. The pc would like to have 4 meetings and 3-4 drive-arounds per year. (2 during the summer when people are building.) The meeting would be coordinated in the morning with the drive around in the afternoon. Drive-arounds done in spring, mid-summer and one before the fall board meeting. Kevin suggested only 3 per year.

Notice of correction is sent to the flip company that owns the property that had the fire on it.

At 11:35 a.m. Bill made the motion to break for lunch and Mike seconded it. All in favor.

12:11 board began an executive session to discuss pending and potential litigation or 65 minutes. Motion was made by Bill Higley. Mike Campbell seconded it. All were in favor. Executive session ran for 65 minutes, ending at 1:16 p.m.

Matt made a motion on "A & B" that they are found to be in violation and that there will be a \$50.00 a day fine until they come into compliance and are declared a MNIGS (Member not in good standing). "C" was also found to be in violation and will be fined \$50.00 a day retroactive back to August 16, 2016 and be declared a MNIGS. Bill seconded the motion and all were in favor.

b. ATV committee report:

Kevin reported an average year with no injuries and typical road damage but nothing excessive. A Sign was pushed over, and some other locations need some signs put up. This will be addressed later. Several people attended the Memorial weekend class and then it tapered down throughout the season.

c. Fire Protection committee report:

There were two fires this year with quick response by staff and members and s/b Fire District 13. Winterizing the fire trucks has begun. Mike reported the work still needing to be done on one of the trucks. Some trucks will be listed or sale this spring. Rimrock members will be informed of the sale before it is publicly advertised.

Proposed building: Mike presented a quote for steel structures for a building to house the trucks. All the particulars of the quote were discussed as well as the future improvements (electrical, plumbing, winter shower) needed to complete the project following the completion of the basic structure. Another bid will also be requested. Dave Meyer presented an alternative idea on a structure costing less overall. This discussion will be tabled till the next meeting while additional research is accomplished.

Action items: Matt will take the specs and see if he can get some proposals on it including the electrical.

Mike is going to go back to the other people (Steel Structures America, Inc.) to get another bid on an alternate concept that the board discussed. Kevin will include in the Rattler what we are hoping to do and to see if Rimrock members would be willing to offer their skill level support in the building process.

5. Old Business:

a. Wi Fi update: Kevin gave a report from our Internet service provider, and we might ask Marlon to attend our spring meeting in 2017.

b. Board member compensation policy: Colorado trip and Mike's work on the fire truck. Matt spent money of his own on the Colorado trip and the board okay'd two years of dues in repayment of his expenses. Mike has spent multiple hours on the fire trucks with lots of fuel and running around to acquire parts. Reimbursement is being made but no compensation.

Mike has a specialized skill set that benefits Rimrock, and he has put in "x" number of hours on fixing a fire truck for us. The alternative is to hire a company at \$180.00

an hour. It makes the best sense to allow Mike to continue to do the work. Approval on receipt of a pay request, and then a vote of approval by the board to follow.

Cindy made a motion to credit against the dues for two years for Mike Campbell for his contribution in the delivery of fire truck from Colorado to Rimrock over six days. Bill seconded it. Mike and Matt recused themselves. All others in favor. Mike's invoice will be circulated by email for review.

6. New Business:

a. Lot Buybacks: A member offered the association his three lots and Kevin sold them for a profit.

Kevin suggested entering a lot buy back program on a case-by-case basis. Kevin will come up with some budget amount for the board to review. Matt made a motion to authorize Kevin \$25,000 a year total for lot buy-backs to be used at his discretion for the good of Rimrock. Mike seconded It. All were in favor.

b. Reserve study: Kevin will have something ready for the January board meeting that will be sent out to the members regarding the reserve study. Budget year to date was discussed, and questions answered. At Kevin's direction, Rick Kamstra dropped 350 yards of gravel this year on roads that he found needing it.

c. Winter plowing and "rescue" policy: Matt made a motion according to our federal Property Report that we will be plowing out to full time residents but will not be providing towing service to vehicles that get stuck during the winter. They will need to use a towing service. They can plow on their own property but not on Rimrock roads. Mike seconded it. All were in favor.

d. Shower tile: Mike came in with his bid at \$12,600. And the other bid came in at \$19,100. Mike did not see the other bidding competitor's bid prior to making his bid. Bill made the motion to accept Mike's bid and Cindy seconded it. Mike recused himself. All others were in favor. Mike is beginning on the shower tile project on Monday.

Cindy brought up the fact that she, Mike and Jose were Subpoenaed to attend a trial for a member's felony charges.

e. Committee/Board Member Communication: Carolyn gave a statement to the board. Board will be reviewing complaint resolution procedure in future, following receipt of a committee recommendation.

7. For the Good of the Order: A thank you card for our campground hosts was sent around for board members to sign.

8. Next Meeting: Scheduled for January 31, 2017 in Bothell, Washington.

9. Adjourn: Meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Carolyn Johnson
Secretary