

**Rimrock Meadows Association  
Board of Directors Meeting  
The Country Inn and Suites, Bothell Washington  
January 30, 2016 9:00 a.m.**

Rimrock Meadows Association Board of Directors Meeting was called to order at 8:58 a.m. by John Koppang.

Roll Call: The following board members were in attendance: John Koppang, Richard Phelps, Bill Higley, Dave Mayer, Mike Campbell, Matt Walters and Cindy Alsop. Also in attendance were Manager/President Kevin Danby and Attorney Michael Wyman. Members in attendance: Carl Cook and Joy Bird.

Call to order and notation.

**1. Review Code of Conduct and Confidentiality**

**2. Chairman's Statement and Welcome of Guests**

**3. Approval of October Minutes**

\*Rick Phelps made a motion to approve the October 3 board meeting minutes.

Mike Campbell seconded the motion. Motion passed unanimously.

\*Cindy Alsop made a motion to approve the October 31 special meeting minutes.

Bill Higley seconded the motion. Motion passed unanimously.

**4. Executive Session**

Rick Phelps made a motion to go into Executive Session at 9:03 a.m. to discuss personnel issues for one hour. Executive session was proclaimed further extended by 30 minutes for the same purposes outside the meeting room. Dave Mayer seconded the motion. Motion passed unanimously.

\*Executive session: 9:03 a.m.- 10:35 a.m.

Mike Campbell made a motion to approve proposed employee compensation packages that were decided upon in the Executive Session. Rick Phelps seconded the motion. Motion passed unanimously.

**5. Committee Reports**

a. Planning Committee: There have been many submittals for building and they look good!

\*There are three members to date that are deemed members not in good standing. Two of these members have made no effort to communicate with the Planning Committee or

Board. These members have had more than ample time for communication. The Board will be following through with the fine process.

The members are as follows.

\*Member D.C: Rimrock has made arrangements to buy back the lot minus the cost of debris and garbage removal.

Member C.C: Rick Phelps made a motion to resend 2<sup>nd</sup> violation letter. Matt Walters seconded the motion. Motion passed unanimously.

\*Member MW/PW: Submitted a request for extension until May 1, 2016. The Board accepted the terms of extension. Rick Phelps made a motion that Member M.W/P.W. will be granted the requested extension to May 1, 2016. If violation is not remedied by May 1, 2016 the fine structure of \$10/day will begin May 2, 2016 and the Members will be declared Members Not in Good Standing. Dave Mayer seconded the motion. Motion passed unanimously.

\*Member IN: No response after repeated communication verbally and by letter:

Mike Campbell made a motion to follow the fine structure for Member I.N. and begin imposing a daily fine structure of \$10/day and declare the Member a Member Not in Good Standing". Rick Phelps seconded the motion. Motion passed unanimously.

## **6. Old Business**

a. Budget review: Good year! We have returned to profitability. Increase in dues raised our fixed income. RR had a successful year in lot sales. There is now a waiting list for lots and the expectation is that 2016 lot sales will be as successful as 2015. Kevin said expenses were only exceeded because the unanticipated repair of the tractors' wiring and minor hydraulic leaks.

b. Third Party lot sales: These sites often have buyers purchasing RR property site unseen. Much of the information on these sites have very vague information and some misinformation regarding HOA, dues, land usage etc. Cindy Alsop will formulate a letter with a link to our website to update these companies. We want to make correct information as readily available to potential buyers to eliminate misinformation.

c. County Road Work/Rimrock Lot: Douglas County will be doing some road work adjacent to a lot owned by RR. The county may take the sharpness out some of the turns as well as increasing the shoulder on that stretch of roadway to make it safer. They will need to use a sliver of one of our lots. There is a power pole accessible to that lot. After consideration of the value of the lot they increased the purchase of that sliver of lot from \$800 to \$1500. In order to move forward with the county, we will reconfirm that Kevin is the President of the Association and may act on our behalf in matters with the county.

\*Confirm by vote that Kevin is President: Matt Walters made a motion confirming Kevin is President of Rimrock, and that the Board of Directors make a resolution to give

Douglas County notice that Kevin Danby continues to serve as President of Rimrock Meadows, and may sign on the behalf of Rimrock Meadows. John Koppang seconded the motion. Motion passed unanimously.

d. Brush Truck: The goal is to have a new Brush Truck up by spring. Mike Campbell is leading the project, pricing components and will update Board for potential for Federal Grants.

## **7. New Business**

a. Kevin found two lots not in the RR data base: They were part of a radio gift exchange and had never been visited by the owners. Neither lot has had dues paid. Owners were contacted and the owners are now happily paying dues.

b. QuickBooks merge status: The old database from Excel was merged into QuickBooks. This will make statements clearer and look better as well as more functional.

c. 2016 Budget: Board reviewed 2016 Budget.  
\*Build/purchase Brush Truck and fire protection a priority.  
\*Reserve study: Found a company and moving forward to have study completed in the 2016 calendar year. Dues cannot be depended on to subsidize future repairs and maintenance.

d. Review Annual Meeting documents: Board reviewed documents. Matt Walters made a motion to approve the Annual Meeting Documents, including the meeting notice, ballot, and budget. Rick Phelps seconded the motion. Motion passed unanimously.

e. Board Candidates/Board Position: Candidates were discussed for voting purposes.

f. Annual Meeting March 6:

Executive Session: Dave Mayer made a motion to go into Executive Session for 45 minutes to discuss covenant enforcement and potential litigation with RR attorney. Mike Campbell seconded the motion. Motion unanimously passed. Executive session was proclaimed extended for 20 minutes for the same purposes outside the meeting room.

\*Executive session 1:48 p.m.-2:53 p.m.

## **8. Managers Report**

a. Winter Report: Lots of bad weather, and road conditions.

b. Year in Review: Expecting a very wet spring, which feeds the weeds and grass. This could make for lot of fuel for fires this summer. Fire protection and being ready is the primary concern.

## **9. For the Good of the Order**

The board agreed that it was a good time to begin brainstorming for a commercial building to house fire trucks from sun and winter damage, storage, and potential year around bathroom facilities.

## **10. Adjourn**

Mike Campbell made a motion to adjourn the meeting at 2:59 p.m. Matt Walters seconded the motion. Motion passed unanimously.