

Rimrock Meadows Association

Board Meeting Minutes
May 17th, 2021 @ 6:00pm

Board Officers Present:

Leah Turner, Chairman; **BJ Cunningham**; Vice President; **Dave Mayer**, Treasurer; **Josh MacKenzie**, Secretary; **Cindy Alsop**, **Stan Marsh**, **Pete Savage**

Others Present:

Jose Ortiz, President; **Michael Wyman**, Attorney

Call to order at: 6:05pm

Chairman's statement & reminder of code of conduct -

Manager Report:

1. **Seasonal Employee:** David was hired 5/14/2021. Current schedule is partial day Tuesday, full days Friday – Monday. Schedule may adjust to full day Tuesday.
2. **Rimrock Rattler:** The Spring Issue is complete. The current issue can be found on the Communication Board in the Clubhouse, our Website and Facebook page. Jose thanked all for the input and additional information.
3. **Lot Sales Update**
 - a. 2021 Lot Sales: 18 New members filled the quota for 2021 for a total of 25 lots sold. If interested, current members may still purchase additional lots adjacent to ones they currently own.
 - b. Lots available for sale list started for 2022. **ACTION:** Website needs updated listing.
 - c. Lots sale waiting list already has 5 people for 2022.
4. **Collections Update:** The members in collections, were talked to since the last board meeting.
 - a. Member 1 indicated they would like to make small payments. Discussed ensued about continuing with collection/foreclosure. **ACTION:** Jose to confirm next steps with collection agency.
 - b. Member 2 has paid back dues and contacted PC to remedy/clean up the lot And wants to be a member in good standing. **ACTION:** Cindy to give Jose name of someone who can assist member in the cleanup.
5. **LocalTel Tower:** Footings in, power installed to site, and fiber box hooked up on 5/14. The tower can now be built (upward motion this week). Fiber hooked up at Clubhouse. LocalTel has orders to take into building, likely by Memorial Weekend.
6. **HUD Registration:** Registration update / amendment was completed and mailed with letter of explanation. **ACTION:** 1. Need to update governing members with DOR. 2. Leah to complete check list for updating governing members annually when board changes.
7. **Member Info Board:** Communication board is up & functioning. Jose would like more info to put up. Stan provide info for PC. Any additional info is welcome.
8. **PC One Pager:** Goal is to have a “cheat sheet” for members. This is in process, Leah/Michael/Stan reviewing. **ACTION:** Stan to send board final version for approval. Once approved it will be translated to Spanish and be available for distribution by Memorial Weekend.
9. **Underground Utility Ordinance:** Discussion about checking with County Commission on PUD's franchise agreement and possible underground power line ordinance. Jose did talk w/PUD, PUD does not have requirements at this time. Prospective action needs to be taken. **ACTION:** BJ to follow up with County Commission and report back findings.

10. **Burn Pile:** Cameras and signage has been put up at the burn pile.
11. **New Gate:** Resources and equipment are available to put a gate in the remote area where the fire occurred. Nature Conservatory is also looking to put a gate on their side. **ACTION:** Jose to coordinate completion of gate installation.
12. **New RR Website:** A member has volunteered to assist with updating the RR Website. A *Motion* was made by Josh and seconded by Cindy for Jose to contact Norm Nicholls and request the release of our current domain for the Rimrock website so it can be registered with another provider. If unable to do so, a new website can be created with a new domain. Motion carried unanimously. **ACTION:** Jose to ask Norm to sign over domain.

Capital Project Updates:

1. **Reroof clubhouse & Pool house** - ACTION WAS TO FOLLOW UP W/ CO. TO HAVE ROOF DONE ASAP &/OR GUARANTEE ORIGINAL PRICE QUOTED. Cindy talked CO. Contract quote only includes sheeting for AC units. Proposal doesn't have details. Cindy asked CO for a more detailed quote that includes statement of work, time frame and costs. He is booked until Mid-Sept. Contractor does not have ability to store materials. **ACTION:** Cindy to get additional quote and give name of additional vendor. Josh to give Jose name of another vendor as well.
2. **New HVAC for clubhouse & office** – ACTION WAS TO HAVE COMPLETED BY MEMORIAL DAY WEEKEND. Units are on the wall. Heat Pump has power. Vendor needs to come prime the unit and turn on. **Action** – Jose to contact vendor to finish.
3. **New Carpet in Clubhouse** ---- DONE
4. **2021 Road Upgrades** – ACTION WAS TO FOLLOW UP WITH KAMSTRA. Jose talked with Kamstra. Jose to give him a list of roads and sections to work off of.
5. **2021 Storage Units** – One unit was purchased. Prices have risen considerably therefore we are unable to purchase the second outright and stay within budget. Will look at ordering a second one in September and pay it off next year. All current storage sheds are rented.
6. **10-hp Flood pump** – ACTION DAVE & JOSE TO LOOK AT TO DETERMINE FIX OR REPLACE. Dave will look at by 5/20 and work with Jose to make a recommendation.
7. **Paint exterior of the manager house** – Low Priority & likely a Fall 2021 project.
8. **Replace playground structure** – ACTION WAS TO ORDER NEW STRUCTURE TO GET IT AND TAKE DOWN OLD BY MEMORIAL. Jose was not able to get one ordered (out of stock). BJ said to look at Rainbow systems. Budget is \$3000. **ACTION** – Jose will get back on this asap.
9. **HVAC @ Manager house** – ACTION WAS TO GET A BID OR ASK CLUBHOUSE HVAC GUY FOR BID. This is still outstanding.

Old Business:

1. Approve meeting minutes – 4/10. *Motion* to approve the meeting minutes from the 4/10/2021 board meeting was made by BJ and seconded by Josh; Motion carried unanimously.

New Business:

1. Covid-19 Phase 3 Pool opening discussions – Cindy & Leah presented their findings of current Phase 1, 2 & 3 guidelines & measures needed to open the pool. One page Guidelines to be posted

on FB, Clubhouse doors, Pool Gate, etc. Phase 2 = 48 people & 2 hour increment reservations, Phase 3 = 108 people & a sign up list. Closure from 1:30-2:00 daily for deep cleaning. **Motion** to approve pool opening Covid-19 mitigation guidelines as presented and discussed was made by BJ and seconded by Pete; Motion carried unanimously.

2. Need for additional COVID Cleaning supplies for Pool. **Action:** Cindy/Leah to work with Jose on required purchases.
3. For future meeting discussion, consider adding an additional pool entrance.
4. **Motion** to compensate employees and former employee for missed wages in October 2020 made by Cindy and seconded by Pete; Motion carried unanimously.

Executive Session:

Motion to go into Executive Session to confer with legal counsel regarding potential litigation and personnel issues for 20 minutes at 7:50 pm made by BJ and seconded by Cindy; Motion carried unanimously. Chair Leah Turner announced that the Executive Session would be extended for the same purposes after 8:20 pm. Executive Session ended at 8:48 pm.

Next Meeting Scheduled For: Saturday, June 26th in person to start at 8:00 am at Rimrock Clubhouse.

Motion to Adjourn: Adjourn at: 8:54 pm by BJ second by Pete; Motion carried unanimously.