



Rainbow Springs Community Club, Inc.

P.O. Box 388 Granite Falls, WA 98252 (360) 691-2683

Board of Directors Meeting Minutes

February 19th, 2025

Meeting called to order by: **Jacob Bruce** at **6:38 pm**

Minutes taken by: **Maelissa Knobel**

Roll Call: (Virtual Meeting on Zoom: Recurring Meeting ID #758 7388 5543)

- | | |
|---|--|
| 1. President: Jacob Bruce – Present | 6. Trustee: Kyle Knobel – Present |
| 2. Vice President: OPEN - Select Option | 7. Trustee: Brian Easterwood - Present |
| 3. Secretary: Maelissa Knobel – Present | 8. Trustee: Kaylee Smith - Present |
| 4. Treasurer: OPEN - Select Option | 9. Trustee: OPEN – Select Option |
| 5. Trustee: Greg Nelson – Present | |

Homeowners Present: None

Special Requests from Homeowners: None

Treasurer report:

1. Review and Approval of December Financials
 - a. Motion to approve by Maelissa, Greg seconds, all in favor, none opposed.
2. Review and Approval of January Financials
 - a. 34 (down from 41 prior mo.) properties with an outstanding balance - total \$32,140.33
 - i. 16 properties in delinquency status owing >\$200 - total \$10,515.00
 - ii. 13 properties in collections status owing >\$1k - total \$21,015.33
 - iii. 5 properties in outstanding status owing <\$200 - total \$585.00
 - b. Motion to approve by Maelissa, Greg seconds, all in favor, none opposed.

New Business:

3. Approval of January Meeting Minutes
 - a. Motion to approve by Jake, Greg seconds, all in favor, none opposed.
4. Annual Budget Adoption
 - a. Maelissa motions to adopt the 2025-26 annual budget, Kyles seconds, all in favor, none opposed.
5. Discussion and preparation for Annual Meeting
 - a. Was the date/time hasn't been confirmed at this time, will have by end of week.
 - i. Tentatively April 19th at 10:00 am, awaiting confirmation
 - b. Documents would need to be sent to homeowners by 3/10
 - i. Physically needing mailed
 1. Annual Budget
 2. Agenda w/ line item for nominations
 3. Meeting Announcement Letter
 4. Reserve Study Executive Summary



- ii. Available on Website
 - 1. Full reserve study
 - 2. Full annual budget
 - 3. Agenda
 - 4. Dam project documents (make a tab on website for community access needs created)
 - 5. Community Financial Package
 - 6. Prior year annual meeting minutes
 - 7. Need for nomination letter/announcement

Ongoing Business:

6. Gate:

- a. Maintenance recurring discussion
 - i. (Kyle) Gate maintenance inspection update for this month looks good. There is a roller that needs to be replaced as part of the ongoing maintenance.
- b. (Maelissa) Gate call box damage
 - i. Contacted the homeowner's insurance company and was able to confirm a claim has been filed. We were also able to provide our contact information and will be contacted by the insurance company within 2 business days.
 - ii. We have directed the gate company to proceed with completing repairs while we collect funds from the insurance company – Repairs were completed on 2/19/25.

7. Property Management

- a. (Jake) Gate Remotes
 - i. New remotes have been ordered and received, will be stored in the shed for programming.
- b. (Jake) Homeowner Welcome Baskets
 - i. No action required at this time – 2 new homeowners in January already delivered
- c. (Brian) Community Violations Update
 - i. Update on current, new, and remediated violations and next steps
 - 1. Letter needing sent to 2/52 for hazardous tree – details sent via email
 - 2. Email sent to 2/72 requesting an update to the RV living extension that expired 12/31/24
 - 3. Div 2/78 needs a nuisance violation sent if not in compliance by 2/24
- d. Annual Insurance Renewal
 - i. Insurance renewal is due – Kaylee submitted the paperwork to the Insurance Company

8. Board Members:

- i. No planned absences currently for the March Meeting scheduled March 19th, 2025

9. Dam/EAP:

- a. (Jake) Dam project update
 - i. Annual Dam Safety Certification Update
 - 1. We are past due on our annual inspection; Jake will complete and return to Maelissa to submit to the Dam Safety Office.



- ii. Any additional updates/items
 - 1. We are working to finalize documents from the contractor and engineer in the coming weeks and begin the permitting process. Once finalized we will complete the budget for the special assessment.

10. Amenities

- a. Parking Passes
 - i. This year's parking passes have been ordered and will be delivered in March
 - ii. Kaylee will own the parking pass process this year – we will stick to a monthly mailer based on payment in full.
- b. Maintenance
 - i. (Jake) Update on road maintenance
 - 1. Sink hole repair completed on Rainbow Drive

11. Communications and Follow-up

- a. (Maelissa) Email
 - i. No action needed at this time
- b. (Maelissa) Website
 - i. Everything is up to date
- c. (Kaylee) Calls
 - i. No action needed at this time
- d. (Maelissa) Document Retention
 - i. All files have been uploaded to Dropbox

12. Open Forum

- a. Any board member items to share/discuss
 - i. We need to start working on the updated rules, regulations and bylaws so we can gather community input at the annual meeting
 - ii. Greg will be the point person to work with the attorney to understand what steps need to be taken to rewrite the rules, regulations and bylaws

13. Items needing reviewed at a later meeting:

- a. Update to RCW HOA Requirements next steps
- b. Spring 2025 Maintenance
 - i. Stop Sign needs installed on Rainbow and 167th
 - ii. Pothole that needs to be filled over by the lake
 - iii. Some trees at the lake park need to be trimmed through the walkways
 - iv. Large branches in the lake that need to be removed
- c. We need to figure out the terms of the board members and have MacPhersons start tracking for us

14. Meeting adjourned by: Jacob Bruce at 7:57 pm