

## **Rainbow Springs Community Club**

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

### **Board of Directors Virtual Meeting Minutes**

**Date: January 18<sup>th</sup>, 2021**

**Zoom meeting ID# 758 7388 5543**

#### **Meeting call to order by President, Jacob Bruce at 6:31 PM**

**Roll Call:** President: Jacob Bruce, Vice President: Marty Schoos, Treasurer: Sherry Lingle, Trustees: Maelissa Knobel and Kyle Knobel (3 open trustee positions and 1 open secretary position)

**Public Input:** Homeowners Jon Harris and Greg Nelson attended. Homeowner received a letter for track B on trash removal, wanted clarification on the notice received. Second homeowner raised a question on when/if we will return to in person meetings.

**Disclaimer:** Due to the Covid-19 pandemic shutdown and Governor mandated "Gatherings of 5 or less" as of October 1<sup>st</sup>, 2020, no open to the public meetings are allowed. In an attempt to keep business running, RSCC BOD has been conducting business and making decisions via e-mail. BOD is currently holding open/public virtual meetings and homeowners are invited to attend. Information to attend virtually, with meeting ID# is posted publicly on the Official RSCC website: [www.RSCCArlington.com](http://www.RSCCArlington.com) , and RSCC Facebook page.

**Minutes taken by:** Maelissa Knobel

**Special Requests:** Two Homeowners present - No Special Requests via phone, email or social media

#### **Treasurer report:**

1. Treasurer presented November 2020 report. Discussion and clarification of purchases were discussed. More community members have paid their dues increasing the total available balance. Treasurer printer expense will be added to next month report, potentially also an LED Dusk till Dawn light to save money on PUD with the light at the gate.
  - a. Marty motions to approve, Maelissa 2<sup>nd</sup>, all in favor.
2. Review of Profit and Loss Statement 2020 (funds spent vs funds available). Treasurer Sherry Reviewed our current financial standing and we are positive compared to 2020 annual budget set.
3. Shareholder Financial Report (current, payment plans and delinquencies) in total the community has 61 lots that have not YTD, notices have been sent. Currently 10 lots have paid or are on a payment plan since last month's review.
4. 2019 taxes update from treasurer. Sherry signed a POA for the tax accountant to be able to provide us with the business details and begin the 2020 taxes. Accountant will provide the 2019 tax completion confirmation to Treasurer shortly.

#### **New Business:**

1. Corporate Seal - Seal is not required; need is based on personal preference. BOD agrees that this is not needed and does not provide additional security from "agent of BOD" signatures.
  - a. Jake motions, sherry 2<sup>nd</sup>, all in favor.

## Unfinished business:

1. Gate Update:
  - a. Multi-function Homeowner Master List
    - i. Sherry will maintain the master list for the community and will also add to quick books for easy reference.
    - ii. Sherry will review recent emails from homeowners with updated information for master file and will update as new information becomes available and is backed up.
  - b. Coding and communication to community discussion – Jake feels that we should keep the existing coding of lot numbers for the community to get the gate operational and change it later if needed. We need to send a community letter out with specific information using the gate template provided by the manufacturer. The final BOD decision is we will use the existing code format to initiate operation.
    - i. Maelissa motions, Jake second, Sherry and Kyle in favor, Marty is not in favor, majority vote passed.
  - c. Gate operation timeline – timeline recommended would be March 1<sup>st</sup> that we will have the gate operational. Jake and Greg will review the programming and figure out a strategy and planning. Maelissa and Sherry will work on mailers to be sent to the community.
  - d. Additional gate remote purchase update – Two gate quotes have been provided, 1 for 15.46 and one for 20.00, both appear to be compatible but will confirm with gate company prior to purchase. Wireless programming would be easier if this is an option, we will see if this is possible once purchase confirmation is made.
2. Dam/EAP:
  - a. State response to the revised plans submitted by safety officer.
    - i. The state has not approved our plan yet from the dam safety office, revisit later. Jake has been actively working with them to get a response from icicle creek. They billed us and were paid, we need to understand what exactly we are were billed for, Jake will provide this information to Sherry to inquire.
  - b. Dam inspection report from October 22<sup>nd</sup> – We have not received the inspection report yet, potentially this month or next month.
3. EAP Next steps:
  - a. Sherry's report of lot owners' names, address, and phone numbers of those that could be impacted to complete the EAP plan – Sherry needs to move homeowner data from master list to the EAP plan to complete, she has information ready and available.
  - b. Marty and Jake will establish a plan to gate the pond, clear the area and get area ready for emergency exit.
4. Additional Dam updates
  - a. The dam outfall from the lake to the creek has old concrete that needs to be removed, noted during the inspection. The steepest part of the dam cannot have blackberries and is a safety concern, we will need to get approval from the property owners to have this removed. Jake and Marty will go to the properties and leave a message with the homeowners to see if they grant permission. Once this discussion happens, we will strategize the plan to correct. Snohomish County requires a permit to remove a beaver dam, Marty and Jake to review. We should see if the bid received from Ben can add the needed work on blackberries. The community will also obtain a secondary bid before moving forward.

- b. Removal of fallen trees from storm – Jakes son chopped the tree that was laying over the outflow. There are still limbs that are in the lake, Kyle removed the two trees that were over top of the dyke. One large chunk is still in the water that will need to be removed. Kyle identified two additional trees that are leaning over the outlet of the dam that could cause issues with the next storm. Jake and Kyle will go to the lake and drop the trees that could cause issues.
- 5. Website
  - a. Online Payment option added
  - b. Uploaded most recent newsletter
  - c. Uploaded meeting minutes
  - d. Maelissa will assume future website upkeep
- 6. Bus shelters
  - a. We finally received approvals from the homeowners, but the shelters are no longer available. BOD will review later once more become available; Marty will let us know.
- 7. Bills Top Notch Tow Contract.
  - a. Jake could not locate initial contract; Kyle will get another to be signed by Jake on Saturday.
- 8. New Homeowners/Welcome baskets:
  - a. Jake delivered one basket to 118 (sold 12/31/20) and there are two more that are prepped in the shed and ready to be delivered.
  - b. We have 0 additional sale that needs to have a basket delivered at this time.
  - c. Maelissa and Sherry will own this process going forward.
- 9. Playground purchase for community area
  - a. Discussion for potential playground for the community – We will need 51% of homeowners to approve the purchase since this is an amenity. We will have to send a ballot or include options during the annual meeting. We will wait for the annual meeting and see if we can approve a budget number.
- 10. Stream cleaning bid from community member
  - a. \$2151 for cutting back black berries from both sides of stream, two feet from edge. Clearing out of stream to improve flow and reduce need for as much pumping. Jake and Marty will own this process and obtain secondary bid for best options.
- 11. Bi-Law Discussion:
  - a. Group follow up from November – Maelissa will pose the question to the community in the newsletter and have them send the inquiries to the BOD email as well as post on the website for discussion during the annual meeting.
- 12. Open BOD Positions
  - a. Dalton Lagerwey submitted interest in joining the BOD, unable to join this meeting, vote in at next opportunity.
  - b. Greg Nelson submitted interest in a trustee position.
    - i. Jake motions, Maelissa 2<sup>nd</sup>, all in favor.
  - c. Secretary Duties - All BOD members will take on duties until another secretary is named. Sherry will start to upload documents to the brick during time of no secretary. Maelissa will own basic duties temporarily and Sherry will be the backup.

**Items Tabled to be discussed at a later meeting:**

1. Finalization of EAP Plan
2. Paving Plan (Year 2021)
3. Bus Shelters (Once more become available)
4. Gate Remote purchase
5. Stream Cleaning bids
6. 2021 Bi-Law changes
7. 2021 Annual Meeting
8. 2021 Budget Meeting

**Meeting Adjourned by: Jacob Bruce At: 8:23 PM**

X

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Jacob Bruce  
President

X

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Marty Schoos  
Vice President

X

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Open  
Secretary

X

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Sherry Lingle  
Treasurer

X

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Greg Nelson  
Trustee

X

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Maelissa Knobel  
Trustee

X

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Kyle Knobel  
Trustee

X

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Open Position  
Trustee

X

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Open Position  
Trustee

