

# REGULAR BOARD MEETING MINUTES

**Date:** October 12, 2024  
**Place:** Leisure Time RV Park  
514 N. Sawyer St.  
Cascade, ID 83611  
**Time:** 10:00am

**Meeting Called to Order:** 10:05am **By:** Paul Davis, President

**Roll Call:** Paul Davis, Fairn Foshay, Tracy Leinen, Mary Wilkinson, Shelly Heath

**Quorum Established**

**Proof of Notice:** This notice will be filed with meeting records.

**Request for Previous Minutes Approvals:** Mary Wilkinson

**Motion:** Fairn Foshay 2<sup>nd</sup>: Mary Wilkinson

"I motion the Board approve the Board Minutes for September 14, 2024 as written & reviewed."

**Discussion:** None

**Call for Vote:** 4 Approve --0-- No **Decision:** Unanimous

**President's Report:** Paul Davis

**1. Irrigation Shutdown**

Irrigation lines have been blown out as part of our end of summer maintenance program. Alpha Nursery provides the service to the park every fall.

**2. Thank You's**

**Thanks Mike Kuljis** for keeping the clubhouse so clean this summer season. Mike is an owner in the park and was a seasonal employee. Great job! Mike's going to take life easy.

**Thanks, too, to Bekah Burger.** She has been a seasonal employee as well, helping our caretaker with outdoor maintenance.

**Thanks also to Sue Tatosian,** our activities chairperson, for all the great functions she and her crew provided to the park in 2024.

**Treasurer's Report:** Tracy Leinen

General Fund Checking	\$ 21,640.94
General Fund Reserve Account	\$ 199,283.31
Reserve Account	\$ 69,587.58
Debit Card Account	\$ 543.55
Activities Debit Card Account	\$ 1,569.85

Liens --0--

Outstanding Dues \$ 97.45

Late Fees Due \$ 89.20

**Motion:** Fairn Foshay 2<sup>nd</sup>: Shelly Heath

“I make a motion to enforce the dues payments & late fees clause of the CC&Rs.”

**Call for Vote:** 4 Approve --0—No **Decision:** Unanimous

Storage Lot Report

Total spaces 93

Spaces Available -0-

Waiting List 2 (waiting list will carryover to 2025)

**Motion:** Mary Wilkinson 2<sup>nd</sup>: Fairn Foshay

“I motion the Board approve the Financial Report as presented.”

**Discussion:** None

**Call for Vote:** 4 Approve --0-- No **Decision:** Unanimous

Unfinished Business

**1. Backhoe/Trailer Incident Update:** Paul Davis

Backhoe swing hit an owner trailer awning . The repairs have been made.

**2. 2025 Meeting Schedule:** Mary Wilkinson

Tentative 2025 schedule was reviewed by Board and no changes are necessary at this time.

Dates: May 11<sup>th</sup>, June 15<sup>th</sup>, July 19<sup>th</sup> (Annual Mtg.), Aug. 1<sup>st</sup>, Aug. 9<sup>th</sup>, Sept. 6<sup>th</sup>, Oct. 11<sup>th</sup>

**3. City Setback Requirements:** Paul Davis

Paul has asked to be on the City Council Agenda at next meeting regarding shed setback requirements in the park. He is trying to have their current setback rule for the park take under consideration the size of the lots. He will keep us advised of outcome.

New Business

**1. Rules & Regulations revision:** Tracy Leinen

Revision to the web page is needed for “Rules & Regulations”. Board should consider a non-refundable deposit for pavilion use of \$25. Currently it is required but refundable. Tracy advises that use of paper products and labor costs warrant the current deposit become **non-refundable** in the future.

**Motion:** Tracy Leinen 2<sup>nd</sup>: Shelly Heath

“I motion that the \$25.00 usage fee for the pavilion be non-refundable for 2025 forward.”

**Discussion:**None

**Call for Vote:** 4 Approve --0-- No **Decision:** Unanimous

**2. Rules & Regulations revision:** Mary Wilkinson

A revision is needed for Pool Open/Close dates. Keeping pool open during winter months was tried briefly last winter but found to be too costly. Since that decision was made it is necessary to revise the open/close dates on the web to reflect April 1st thru October 31st open date and November 1st thru March 31st close date.

These dates also reflect the need for available employees.

**Motion:** Mary Wilkinson 2<sup>nd</sup>: Shelly Heath

“I motion the pool hours/days be revised and edited on the Rules & Regulations to reflect a April 1<sup>st</sup> through October 31<sup>st</sup> open date.”

**Discussion:** None **Call for Vote:** 4 Approve --0—No **Decision:** Unanimous

**3. Annual Dues:** Tracy Leinen

Tracy reports the \$660 Annual Dues can remain the same for 2025. The financials through September 2024 show we are setting good regarding spending. Extra dollars will be put to work before year's end as may be needed.

**4. Storage Lot Application Fee:** Tracy Leinen

The Storage Lot Application fee will remain \$120.

**5. Window Breakage Complaint:** Tracy Leinen

Board received an email from lot owner who reports his parkmodel window that faces common pond area was cracked. He questions whether it was possibly caused by rock thrown from weedeater. Tracy inspected damage (owner is traveling) . She did not find a rock. Park caretaker was not aware of an incident. Owner will turn claim into his insurance. Damage could have been caused by wind debris or bird.

**6. Range & microwave caretaker residence:** Tracy Leinen

Caretaker reported range & microwave are both inoperable. Tracy inspected. They were in need of replacement. They have been ordered and will be delivered Tues/Oct. 15<sup>th</sup>.

**7. Loose Dog Complaint:** Shelly Heath

An owner has been contacted about their rental property where 3 dogs are living on property and long leashes/tiedowns allowed them access to walkers on the street. The owner was advised of the violations. One dog was temporary due to an emergency. Shelly is confident there will be quick results to the complaint.

**8. Pool Cover:** Shelly Heath

Shelly advises Board that she is getting quotes for a non-motorized pool cover. She will advise the Board as she receives information. Also, parts have been ordered for the pool sand filter system. They should be here Tues./Oct. 15<sup>th</sup>. Pool will be reheated as needed after repair is made.

**9. Caretaker Schedule:**

Caretaker will start his winter/spring work schedule commencing Nov. 1<sup>st</sup>. He will work Wednesday thru Sunday.

**Adjournment**

**Motion:** Tracy Leinen 2<sup>nd</sup>: Shelly Heath

“I motion the meeting be adjourned.”

**Call for Vote:** 4 Approve **Decision:** Unanimous

Meeting Adjourned: 10:30am By: Paul Davis, President

Respectfully submitted by: Mary Wilkinson, Secretary