

**MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS  
OF THE  
RIVER VIEW VISTA ESTATES OWNERS ASSOCIATION**

- CALL TO ORDER** Pursuant to call by the President of the Association, the third quarter meeting of the Board of Directors was held on September 27, 2024, at 2:00 p.m. at 8300 Coopers Hawk Drive in Redmond, Oregon and via Zoom conference.
- ATTENDANCE** Directors present included Ernie Taylor, Fred Duhring, Brett Moshofsky, Denene Holbrook, and Paul Fujimoto. Staff members present included Marrison Rainey, Debbie Hahn, Curt Heimuller, Kacy Hjeresen, Mark Owings, and Tori Swearingen. Ernie Taylor, President, presided at the meeting, and Debbie Hahn recorded the minutes on behalf of the Secretary.
- CONSENT TO AGENDA** The meeting was called to order at 2:11 p.m. Paul moved to approve the agenda as presented. Brett seconded the motion and it passed unanimously.
- PRIOR MINUTES** Reading of the prior meeting minutes dated August 15, 2024 was waived and Denene moved to accept the prior meeting minutes as presented. Paul seconded the motion, which passed unanimously. Ernie opened the discussion of business items.

**UNFINISHED  
BUSINESS**

**DECK  
REPLACEMENT**

Kacy reviewed the RVVE Deck Replacement Project Update memo (“Attachment 1”). Directors requested additional information regarding the railing design proposed and Kacy confirmed he will discuss their suggestions with the contractor.

Marrison summarized the deck replacement project loan document (“Attachment 2”). Marrison confirmed the initial costs shared with owners were estimates and once all design features are completed, more firm amounts would be determined. Additionally, interest rates may drop, which would positively impact the overall cost as well.

Marrison noted the loan documents require the Association Secretary position to be filled by a director, which currently is not the case.

Following discussion and upon motion duly made (BM) and seconded (FD), the following resolution was unanimously approved:

**RESOLVED, that Denene Holbrook is elected to the corporate office position of Secretary, to serve until the next meeting of directors following the members’ annual meeting in 2024, and until their respective successor shall be elected and qualified.**

*Resolution 2024.09.27-01*

Marrison reviewed the document titled “Deck Replacement Project - Communications” (“Attachment 3”). A director suggested monthly updates be posted on the owner website and Marrison agreed. When asked if weather delays are forecast into the tentative schedule, Kacy confirmed the schedule is a straight 4-5 weeks per unit so if weather requires pausing construction, the schedule will be affected.

## NEW BUSINESS

### FINANCIAL REPORT

Mark Owings reported the CPA review of the 2023 financial statements (“Attachment 4”) is now complete with no significant adjustments. Directors were asked to review the statements and provide any comments within one week. If there are no director comments, the Treasurer will authorize final statements to be issued.

Mark then provided the financial report, which included the financial summary (“Attachment 5”) and internally prepared second-quarter 2024 financial statements (“Attachment 6”).

Following discussion and upon motion duly made (PF) and seconded (BM), the following resolution was unanimously approved:

**RESOLVED, that the financial report submitted by Mark Owings including “Attachment 5” and “Attachment 6” be hereby approved subject to review.**

*Resolution 2024.09.27-02*

### RESERVE EXPENSE REPORT

Marrissa presented the Evaluation of Reserve Account Expenditures 2024 Budget vs. Expenditures (“Attachment 7”) noting there are no variances to report, and therefore no action is needed.

### 2024 RESERVE STUDY APPROVAL

Marrissa presented the 2024 Association Reserve Study (“Attachment 8”) prepared by Resort Resources, Inc., and summarized the material changes noted.

Following discussion and upon motion duly made (BM) and seconded (PF), the following resolution was unanimously approved:

**RESOLVED, that the 2024 Reserve Study (“Attachment 8”) prepared by Resort Resources, Inc. be hereby approved.**

*Resolution 2024.09.27-03*

### OPERATIONS REPORT

Marrissa presented the written operations report (“Attachment 9”) and requested direction on septic tank replacements.

Following discussion and upon motion duly made (PF) and seconded (DH), the following resolution was unanimously approved:

**RESOLVED, that management is authorized to proceed with the reserve project for replacement of the three septic tanks servicing units 16-18-20, 22-24-26, and 28-30-32.**

*Resolution 2024.09.27-04*

### D&O INSURANCE POLICY RENEWAL – 10/1/24-10/1/25 POLICY YEAR

Marrissa reviewed the cover memo and quote for the Association’s Directors and Officers liability insurance proposal (“Attachment 10”).

Following discussion and upon motion duly made (FD) and seconded (DH), the following resolution was unanimously approved:

**RESOLVED, that the insurance proposal for the October 1, 2024 renewal of the Directors & Officers Liability Insurance policy with Great Divide Insurance Company at a cost of \$1,757.14 be hereby approved, and that Eagle Crest Management be authorized and instructed to bind the policy.**

*Resolution 2024.09.27-05*

**ANNUAL MEETING  
PLANNING  
PRELIMINARY 2025  
BUDGET  
ASSUMPTIONS**

Marrissa confirmed the 2024 annual meeting will be held today at 4:30 p.m.

Marrissa summarized the preliminary 2025 Association budget assumptions (“Attachment 11”). There was no further direction from the Board.

**OTHER NEW  
BUSINESS**

Directors confirmed that a budget planning session will be held on November 1, 2024 at 2:00 p.m. and the fourth quarter board meeting will be held on November 22, 2024 at 2:00 p.m.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:21 p.m.

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Secretary to the Association