

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

**CALL TO ORDER** Pursuant to call by the President of the Association, the second quarter meeting of the Board of Directors was held on June 1, 2023 at 12:00 p.m. at 8300 Coopers Hawk Drive in Redmond, Oregon and via Zoom conference.

**ATTENDANCE** Directors present included Ernie Taylor, Brett Moshofsky, Denene Holbrook, Fred Duhring and Paul Fujimoto. Staff members present included Marrissa Rainey, Debbie Hahn, Curt Heimuller, Kacy Hjeresen, Mark Owings, and Tori Swearingen. Karen Smith, consultant with Resort Resources, Inc., and Arron Curtis of Eagle Crest Project Management were also in attendance. Ernie Taylor, President, presided at the meeting, and Debbie Hahn recorded the minutes.

**CONSENT TO AGENDA** The meeting was called to order at 12:02 p.m. and all board members consented to the agenda as written.

**PRIOR MINUTES** Reading of the prior meeting minutes dated May 4, 2023 was waived and Brett moved to accept the prior meeting minutes as presented. Fred seconded the motion, which passed unanimously. Ernie opened the discussion of business items.

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

**RESOLVED, that the Board adjourns to executive session to discuss contract negotiations and legal advice.**

*Resolution 2023.06.01-01*

Marrissa noted that action, if any, would be taken in open session.

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

**RESOLVED, that the Board reconvene in regular session.**

*Resolution 2023.06.01-02*

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

**RESOLVED, to authorize Arron Curtis to engage an engineering firm with a maximum budget of \$8,000.**

*Resolution 2023.06.01-03*

**UNFINISHED  
BUSINESS**

**ASSOCIATION INSURANCE** Marrissa reviewed the memo titled “Association Insurance Information” (“Attachment 1”), specifically summarizing the need to change the State Farm policy binding date from May 5, 2023 to May 1, 2023.

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

**RESOLVED, that the Board of Directors ratifies binding the approved State Farm policies effective May 1, 2023.**

*Resolution 2023.06.01-04*

Karen Smith reviewed the Insurance Resolution – Claims Handling/Deductible information she authored (“Attachment 2”) and the related draft resolution (“Attachment 3”). Karen advised action should be taken on this topic promptly as in the meantime the Association will be responsible for any deductibles incurred.

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

**RESOLVED, that the resolution be adopted as presented in “Attachment 3”.**

*Resolution 2023.06.01-05*

**NEW BUSINESS**

**FINANCIAL REPORT**

Mark Owings provided the Association’s investment income analysis reports from Edward Jones Investments (“Attachment 4”) and First Interstate Wealth Management (“Attachment 5”). Mark noted the Association’s investment advisor at Edward Jones Investments, Chris Richie, works directly with First Interstate Bank regarding how best to invest the association funds, taking into consideration current and future cash needs for reserve funded projects.

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

**RESOLVED, to liquidate the funds currently held at Edward Jones Investments and transfer those funds to First Interstate Bank.**

*Resolution 2023.06.01-06*

Mark provided an update on the annual audit of Association 2022 financial statements, noting the audit is currently underway and is primarily being performed remotely. Mark noted he expects draft statements to be available prior to the next quarterly meeting.

Mark reviewed the items highlighted in the financial summary (“Attachment 6”) and the internally prepared first quarter 2023 financial statements (“Attachment 7”).

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

**RESOLVED, that the financial report submitted by Mark Owings including “Attachment 6” and “Attachment 7” be hereby approved subject to review.**

*Resolution 2022.06.01-07*

**RESERVE EXPENSE REPORT**

Marrissa Rainey reviewed the Evaluation of Reserve Account Expenditures vs. Budget 2023 Reserve Study (“Attachment 8”) noting there are no variances to report.

**OPERATIONS  
REPORT**

Marrissa Rainey summarized the written Operations Report (“Attachment 9”). No action was requested of, or taken by, Directors.

**ANNUAL MEETING  
PLANNING**

Marrissa confirmed the annual meeting date of Friday, September 15<sup>th</sup>, noting there are no director terms expiring in 2023 and as such, no nomination committee is needed.

**OTHER NEW  
BUSINESS**

Directors confirmed the third quarter meeting on Friday, September 14<sup>th</sup> at 1:00 p.m.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:05 p.m.

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Secretary to the Association