

**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 17, 2021, at 2:00 p.m. at 7555 Falcon Crest Drive in Redmond, Oregon and via teleconference.
- ATTENDANCE** Directors present included Steve Sansone, Ernie Taylor, Fred Duhring, Brett Moshofsky, and Shirley Braunstein. Attendance of Fred, Brett, and Shirley was accommodated via teleconference. Staff members present included Marrissa Rainey, Debbie Hahn, Curt Heimuller, and Mark Owings. Rob Johns, Association Insurance Broker with Alliant Insurance Services was in attendance. One member was also in attendance via teleconference. Steve Sansone, 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 2:00 p.m. and all board members consented to the agenda as written.
- PRIOR MINUTES** Reading of the prior meeting minutes dated June 4, 2021 was waived and Ernie moved to accept the prior meeting minutes as presented. Fred seconded the motion, which passed unanimously. Steve opened the discussion of business items.
- OLD BUSINESS** None pending.
- NEW BUSINESS**
- FINANCIAL REPORT** Mark Owings provided the financial report, which included the financial summary (“Attachment 1”) and internally prepared second-quarter 2021 financial statements (“Attachment 2”). Mark reviewed the material variances as outlined in the financial summary.
- Following discussion and upon motion duly made (SB) and seconded (BM), the following resolution was unanimously approved:
- RESOLVED, that the financial report submitted by Mark Owings including “Attachment 1”, and “Attachment 2” be hereby approved subject to review.**
- Resolution 2021.09.17-01*
- RESERVE EXPENSE REPORT** Marrissa Rainey presented the Evaluation of Reserve Account Expenditures 2021 Budget vs. Expenditures (“Attachment 3”), which included two variances related to septic tank replacements.
- Following discussion and upon motion duly made (BM) and seconded (ET), the following resolution was unanimously approved:
- RESOLVED, that the “Evaluation of Reserve Account Expenditures 2021 Budget vs. Expenditures” (“Attachment 3”) be hereby approved, including the variances as noted in highlighting on the report.**
- Resolution 2021.09.17-02*
- OPERATIONS REPORT** Marrissa Rainey presented the written operations report (“Attachment 4”) and noted there are no insurance claims to report. There were no actions requested of or taken by the Board.

**EXTERIOR
ALTERATION
REQUEST**

Marrissa Rainey presented the application for an exterior alteration at 1970 Redtail Hawk Drive, unit 25 (“Attachment 5”). Brett added he spoke to the contractor, and the contractor confirmed the siding material will match what currently is existing on the building.

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

RESOLVED, that the exterior alteration for unit #25 at 1970 Redtail Hawk Drive be hereby approved as submitted in “Attachment 5” with the following conditions:

- **The work must be completed by a licensed general contractor.**
- **Alterations must match the existing architecture, materials, and colors, and blend seamlessly.**
- **Siding to be the same material currently existing on the building.**
- **All work must meet building codes and county permitting requirements.**
- **The alteration is approved for storage space only and is not to be utilized as living space at any time now or in the future.**
- **External storage units are to be utilized for additional storage needs for bikes, other recreational equipment or other items that are frequently stored in the area to be enclosed; these types of items are not to be visible on the front porch area.**
- **The board will have final approval as to whether the work is completed as promised, and will be empowered to require the work halted, reversed, or corrected if needed, with the property owner responsible for any related costs.**

Resolution 2021.09.17-03

ANNUAL MEETING

Marrissa announced a quorum for the RVVE annual meeting on September 18, 2021 has been met by the proxies received to date.

**COMMITTEE
REPORT**

Marrissa reported the Covenants Committee does not have any activity to report this quarter.

**PRELIMINARY 2022
BUDGET
ASSUMPTIONS**

Marrissa summarized the “2022 Budget Assumption Memo” (“Attachment 6”). There were no actions requested of or taken by the Board.

**INSURANCE
PACKAGE POLICY
RENEWAL**

Rob Johns, First Vice President at Alliant Insurance Services, joined the meeting to discuss the insurance policy proposal provided for the 2021-2022 policy year (“Attachment 7”). Rob noted the proposal is from the incumbent carriers, Philadelphia and Great Divide, as they continue provide a cost-effective program particularly given the current marketplace. Rob confirmed there is no premium increase over the prior year policy.

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

RESOLVED, that the proposal submitted by Alliant Insurance Services (“Attachment 7”) to bind general liability, directors and

officers liability, and umbrella liability for one year, effective October 1, 2021 be hereby approved.

Resolution 2021.09.17-04

**UNIT PROPERTY
INSURANCE
COVERAGE**

Debbie Hahn shared a memo titled “Property Insurance – Summary for Attorney Consideration” (“Attachment 8”) prepared by consultant Karen Smith of Resort Resources, Inc., summarizing the property insurance issues. The Board agreed with Karen’s recommendation and directed management to acquire attorney advice on the topic.

DECKING/RAILING

Marrissa reviewed the memos she authored titled “RV Trex Decking & Railing Review” (“Attachment 9”) and “RV Deck Reconfiguration for Hot Tub Replacements” (“Attachment 10”). Directors instructed management to add deck supporting structures as a separate asset in the next reserve study update.

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

RESOLVED, that \$2,400 be approved to hire a structural engineer to analyze the decks as noted in “Attachment 10” and provide estimated life expectancy for the supporting structure.

Resolution 2021.09.17-05

**OTHER NEW
BUSINESS**

Directors confirmed that the fourth quarter board meeting will be held on November 12, 2021 at 2:00 p.m.

EXECUTIVE SESSION

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

RESOLVED, that the Board adjourns to executive session to discuss advice from legal counsel.

Resolution 2021.09.17-06

The Board reconvened in open session at 3:17pm; no action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:22 p.m.

Secretary to the Association