

**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 first quarter meeting of the Board of Directors was held on March 11, 2022 at 10:00 a.m. at the Eagle Crest Management Office in Redmond, Oregon and via Zoom conference.
- ATTENDANCE** Directors present included Shirley Braunstein, Fred Duhring, Paul Fujimoto, Brett Moshofsky, and Ernie Taylor. Staff members present included Marrissa Rainey, Curt Heimuller, Debbie Hahn, and Mark Owings. Karen Smith, consultant with Resort Resources, Inc., and two owners 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 10:09 a.m. Marrissa requested to move the reserve study topics to the first item of “New Business”. All board members consented to the agenda as amended.
- PRIOR MINUTES** Reading of the prior meeting minutes dated November 19, 2021 was waived and Brett 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**

- UNIT PROPERTY INSURANCE COVERAGE UPDATE** Marrissa Rainey provided a brief verbal update on property insurance, noting management is continuing to work with the current broker as well as additional brokers on potential future policy options.
- TREX DECKING/RAILING SURFACE FLAKING SETTLEMENT OFFER** Marrissa reviewed the RV Trex Decking & Railing Update (“Attachment 1”), providing details on the settlement offer received. Marrissa noted management recommends delaying further discussion to a future meeting so that detailed implementation options can be provided to the Board, which may include reserve funding models, material storage options, updated replacement costs, labor costs and any other added costs that may be incurred with this project.
- DECK RECONFIGURATION FOR HOT TUB REPLACEMENT UPDATE** Marrissa summarized the written report titled “RV Deck Modification for Hot Tub Replacements” (“Attachment 2”), noting deck sub-structures are not currently included in the Association Reserve Study. It will need to be identified whether the sub-structures fall under Association responsibility or not. At Marrissa’s request, Karen Smith, consultant with Resort Resources, Inc., provided clarification regarding common area and areas of common responsibility. The Board needs to decide if and why the Association should assume additional areas of common responsibility. Once that decision is made, a conscious decision of funding mechanism needs to follow (reserve funds, special assessment, etc.).

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

RESOLVED, that the Association assumes unit deck sub-structures as an area of common responsibility; and,

BE IT FURTHER RESOLVED, that the Association add deck sub-structure as a new asset in the Association Reserve Study following an engineer’s assessment that would allow management to acquire cost estimates; and,

BE IT FURTHER RESOLVED, that once cost estimates are acquired, to provide the information to Resort Resources, Inc. to be included in the next reserve study update.

Resolution 2022.03.11-01

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

RESOLVED, to approve up to \$6,600 for a structural engineer to provide an assessment on the complete hot tub and deck substructure.

Resolution 2022.03.11-02

Marrissa will prepare a draft scope of work for an assessment by a structural engineer and provide to Paul Fujimoto for review.

NEW BUSINESS

2022 RESERVE STUDY Karen Smith presented the 2022 Association Reserve Study ("Attachment 3") summarizing material changes. The Evaluation of Reserve Account Expenditures 2022 Budget vs. Expenditures ("Attachment 4") was also provided. Marrissa requested approval for the projects planned for 2022.

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

RESOLVED, that the 2022 Reserve Study ("Attachment 3"), including the proposed 2022 expenditure schedule, be hereby approved.

Resolution 2022.03.11-03

FINANCIAL REPORT Treasurer Mark Owings provided the financial report, which included the financial summary ("Attachment 5") and internally prepared year-end 2021 financial statements ("Attachment 6"). Mark noted the CPA review of 2021 statements will begin within the next few weeks.

Following discussion and upon motion 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 2022.03.11-04

RESERVE EXPENSE REPORT Marrissa Rainey presented the Evaluation of Reserve Account Expenditures 2021 Budget vs. Expenditures ("Attachment 7") noting this is a close-out report for the year, and there are no variances requiring approval.

OPERATIONS REPORT Marrissa Rainey reviewed items included in the written Operations Report ("Attachment 8"). Director preference for future meeting format was to continue with the Zoom option at this time.

OTHER NEW BUSINESS Directors confirmed the second quarter meeting on Friday, May 27, 2022, at 10:00 a.m.

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

RESOLVED, that the Board adjourns to executive session to discuss legal matters.

Resolution 2022.03.11-05

The Board reconvened in open session at 12:14 p.m.; no action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:14 p.m.

Secretary to the Association