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 19, 2025, at 9:00 a.m. at 8300 Coopers Hawk Drive in Redmond, Oregon and via Zoom conference.

ATTENDANCE

Directors present included Fred Duhring, Paul Fujimoto, Denene Holbrook, Brett Moshofsky, and Ernie Taylor. Staff members present included Marrissa Rainey, Debbie Hahn, Kacy Hjeresen, Mark Owings, and Tori Swearingen. Arron Curtis with Eagle Crest Property Management was also in attendance. Brett Moshofsky, 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 9:06 a.m. Marrissa requested moving the Deck Replacement Project topic to the beginning of the agenda to accommodate Arron's schedule. Denene moved to approve the agenda as amended. Brett seconded the motion and it passed unanimously.

PRIOR MINUTES

Reading of the prior meeting minutes dated June 6, 2025 was waived and Ernie moved to accept the minutes as presented. Denene seconded the motion, which passed unanimously. Brett opened the discussion of business items.

UNFINISHED BUSINESS

DECK REPLACEMENT PROJECT DETAILS

A memo detailing the current deck replacement project ("Attachment 1") was provided, which included details on the general project, schedule updates, communication strategy, and a loan update. The project manager, Arron Curtis, commented that the project is going well. As some of the taller decks commence construction, there will be a bit of a learning curve, but at this time the project is holding close to the tentative schedule. Paul noted from his point of view as the Board liaison to the project, while some unexpected discoveries have arisen, overall, it is going well and thanked Kacy, Arron, and the crew.

MANAGEMENT REPORTS

FINANCIAL REPORT

Mark Owings provided the financial report, which included the financial summary ("Attachment 2") and internally prepared second-quarter 2025 financial statements ("Attachment 3").

Regarding the tax preparer's question as to which type of filing to complete for the 2024 return, the Board directed management to request the tax preparer select what they feel is the best option for this association.

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

> **RESOLVED, that the financial report submitted by Mark Owings including "Attachment 2" and "Attachment 3" be hereby approved subject to review.**
>
> ***Resolution 2025.09.19-01***

The Board requested Marrissa investigate costs for reinforcing the garbage enclosures to help reduce damage caused by the garbage company when emptying the dumpsters.

RESERVE EXPENSES Marrissa reported there have been no reserve expenditures outside of the deck replacement project.

OPERATIONS REPORT Marrissa summarized the written operations report ("Attachment 4") previously provided to Directors. There was no further discussion or direction to management.

UNFINISHED BUSINESS – cont'd

ANNUAL MEETING UPDATE Marrissa confirmed the 2025 annual meeting will be held today at 12:00 p.m.

RESERVE STUDY UPDATE Marrissa reviewed the reserve study update memo ("Attachment 5") and provided a task order from Resort Resources, Inc. ("Attachment 6") for completion of a level 2 reserve study.

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

> **RESOLVED, to approve the Resort Resources, Inc. task order for completion of a level 2 reserve study ("Attachment 6").**
>
> ***Resolution 2025.09.19-02***

CC&Rs REVIEW Marrissa provided an estimate of $6,000 - $13,000 for an attorney to prepare the necessary information for a CC&R amendment, adding this should be a topic for discussion at the upcoming budget study session.

NEW BUSINESS

ASSOCIATION PREVENTATIVE MAINTENANCE Marrissa reviewed the memo with the subject of "Areas of Common Responsibility and Preventative Maintenance" ("Attachment 7").

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

> **RESOLVED, to authorize payment of $1,246 from the Association's operating fund for the roofing repair that was completed on unit 4.**
>
> ***Resolution 2025.09.19-03***

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

> **RESOLVED, to authorize payment of $472 from the Association's operating fund for the front entry decking replacement and upper membrane deck cleaning on unit 16.**
>
> ***Resolution 2025.09.19-04***

Directors clarified that payment for these repairs at this time does not establish an ongoing precedent, and that future determinations will be guided by the CC&Rs which, as noted earlier in the meeting, will potentially be amended to further define the Association's areas of common responsibility and related maintenance obligations.

Regarding the party wall top cap and maintenance surrounding the window/door framing on unit 41, the board directed management to proceed with repairing the top cap of the party walls and painting the door only; additional repairs were not authorized.

Kacy and Marrissa both provided information on the front deck condition report included in "Attachment 7", noting there do not appear to be any safety issues at this time. The Board agreed to not take action on the front decks until the CC&R amendment clarifying areas of common responsibility has been completed.

SEPTIC REPAIR

Marrissa shared a report on the septic failure on the system servicing units 39, 41, and 43 ("Attachment 8") noting invoices for the repair work have not yet been received. Marrissa reported the building including unit 49 is having similar issues, and recommended inspecting the lines to determine if any maintenance is needed to help prevent a potential backup into those units. The Board directed management to proceed with camera scoping the lines to that building to determine if there are any issues that need to be dealt with. Marrissa reported the Association's R&M expense is exceeding budget at this time.

PRELIMINARY 2026 ASSOC. BUDGET ASSUMPTIONS

Marrissa summarized the preliminary 2026 Association budget assumptions ("Attachment 9"). There was no further direction from the Board.

D&O INSURANCE RENEWAL

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 (BM) and seconded (PF), the following resolution was unanimously approved:

> **RESOLVED, to approve the October 1, 2025 renewal of the Directors & Officers Liability Insurance policy with Great Divide Insurance Company at a cost of $1,757.14 and to authorize Eagle Crest Management to bind the policy; and**
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> **BE IT FURTHER RESOLVED, that management inquire whether Great Divide will adjust the rate for retroactive-only coverage given the Association's double coverage.**

Resolution 2025.09.19-05

OTHER NEW BUSINESS

Directors confirmed that a budget planning session will be held on October 30, 2025 at 9:00 a.m. and the fourth quarter board meeting will be held on November 21, 2025 at 9:00 a.m.

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 a legal matter and contract negotiations.**

Resolution 2025.09.19-06

Brett confirmed that action, if any, would be taken in open session. Management company staff members were asked to attend the executive session.

Brett reconvened the meeting in open session at 11:40 a.m. No action was taken.

ADJOURNMENT There being no further business, the meeting was adjourned at 11:41 a.m.

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Secretary to the Association