

**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, a special meeting of the Board of Directors was held on November 16, 2022 at 2:00 p.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, Curt Heimuller, and Debbie Hahn. Arron Curtis with Eagle Crest Project Management (“ECPM”) was 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 2:05 p.m. and all board members consented to the agenda as written.

PRIOR MINUTES Reading of the prior meeting minutes dated September 23, 2022 was waived and Fred moved to accept the prior meeting minutes as presented. Brett seconded the motion, which passed unanimously. Ernie opened the discussion of business items.

NEW BUSINESS

**EAGLE CREST
PROJECT
MANAGEMENT
PROPOSAL – DECK
REPLACEMENT
PROJECT**

Directors reviewed a list of director questions (“Attachment 1”) with Arron Curtis of ECPM pertaining to the draft contract agreement/proposal submitted by Mr. Curtis (“Attachment 2”), discussing each item in depth with agreed upon changes noted below.

- Proposal, item 1 (“Scope”): Add an opinion related to remaining useful life of repaired deck substructures and replaced deck structures, expected to be provided at the conclusion of the project.
- Proposal, item 1 (“Scope”): Add a deliverable of a comprehensive project budget.
- Proposal, item 2a (“Documents”): Remove the word “Representative”.
- Proposal, item 2b (“Documents”): List the documents provided to ECPM.
- Exhibit B, Section 1.a.iii: Strike out the phrase “that can be”. Clarify the engineer will design the drawings.
- Exhibit B, Section 2.a.ii. & 2.a.v: Change references to “BOD” to “RVVE”.

Mr. Curtis will make agreed upon changes to the document and provide the updated version for further review.

Additional action items include the following:

- Mr. Curtis confirmed weekly meetings with the construction team will include safety discussions.

- Directors requested that Morrison Hershfield be one of the engineers given the opportunity to bid.
- Marrissa will provide contact information to the Board of references for projects previously managed by Mr. Curtis.
- Once the proposal is approved and activity begins, ECPM to provide a schedule showing activities for pre-construction tasks and their duration.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:03 p.m.

Secretary to the Association