

BOARD APPROVAL PENDING

Riverview Resort Owners Association

Regular Board Meeting Minutes

Tuesday, February 17, 2015

Ed McKeon called the meeting to order at 09:00 AM.

Board Members present at the meeting: Ed McKeon, Gene Clipperton, Traci Dahle, Larry Meier, Karen Schlichte, and Terry Oberst. Leo McMann was absent with notice,

Jennifer Myers, Administrator.

45 Association members present

Board Update/Comments:

Ed McKeon thanked noted that this was Larry Meir's last meeting of his term and thanked him for his service. It was also noted that Larry had to leave the meeting early.

Karen Schlichte reported on the recycling situation: I am sorry to say we didn't get cooperation from very many residents and we have had to pull two recycle bins. The number one problem was that when garbage bins were full rather than go to several other places in the park that doesn't have the high usage as the Kobe area and near the pool they proceeded to put garbage in the recycle bins. So both of those places will now have only garbage bins. You can recycle at the tennis area and at the back wall near the bone yard. Those two places are the only recycle areas. There are several areas where you can deposit your garbage: at the right as you enter the resort, and left as you come up Kobe. Those that use Kobe as you are leaving the resort you have another garbage bin if you turn right on Saipan Circle and on your right as you wait for the gate to open is another one. Then one at the pro shop parking lot and one on Jacarta Drive and of course the one at the south wall near the bone yard and two at the tennis courts.

Please do your part by keeping our garbage areas clean, if your bins are full please take the time to find another one and don't pile it up so it falls out all over the ground. Please remember: Green bins are for recycle and blue is for garbage.

Comments to the Board:

Brad Gilson, Lot 163, suggested that the Association consider revising the golf cart parking on the northwest side of the Club house so as to accommodate parking for additional golf carts...

Lyman Henderson, Lot 189, expressed several positive reasons why he chose move here. He also offered several positive suggestions regarding procedures that could improve administration of our Property Improvement Rules. He also suggested that the BOD consider staining the retaining wall that continues from the wall on his lot.

Correspondence:

A letter was received from Larry & Mary Lou Jourdan regarding the electronic voting system. Also, three letters were sent from the Activities Committee Secretary, Jan Werra regarding the committee's contributions to the cost of the kitchen refrigerator and freezer, purchase of the message board in the mail/shuffleboard area and the purchase of an Epson video projector.

Reports:

Administrator Jennifer Myers' reported: Good morning. The debris bin is almost complete. The roll off will be inside of the concrete walls and the wall is short enough on the horseshoe pit side that you will be able to throw items over the wall, right into the roll off. It is probably not short enough on the road side to be able to do that. It is my understanding that there will be a concrete slab poured partway to enable the truck to pull out. In the future, we will also look into a gate to cover the front. I am currently corresponding

with a few structural engineers regarding the perimeter wall. It is crumbling and cracking in certain areas. I realize that there are portions that need to be painted, but I have instructed maintenance not to paint it until further instruction. There have been a few people concerned that they keep receiving emails regarding the electronic voting. The reason for this is that a mass email is sent out to everyone that we have an email address for as a reminder. If you have already voted either by paper or electronic, please disregard the email. The picnic table that was requested by the L&M Committee has been ordered and should arrive in about 4 weeks. The fridge and freezer for the kitchen was ordered some time ago and should be arriving any day now we are looking to install more motion lights in the clubhouse. This will save on electricity as well as make it safer. Thanks to the Activities Committee for the purchase of the LED reader board located in the shuffleboard room right above the double doors. Current activities and events will be posted there. Thanks to Ken Dahle for taking the time to program it and to figure it out.

I hope everyone gets a chance to get out and enjoy this beautiful weather!

Treasurer Report reported by Karen Schlichte. Year end, 2014 reports are in. You can tell we have more residents living in our resort by some of our HOA income totals. Vender income is over our budget figure, as is water machines and office services and resident Internet income. Expenses for HOA utilities continue to be a challenge. Higher clubhouse usage and trying to guess at next year increases in October of the year before are the challenges we face. Our maintenance expenses are under budget by \$27,320, thanks to our staff. Great job guys! Our golf course did better than what we budgeted. We exceeded our income budget by \$32,626 and kept our expenses under budget by \$2,946. With our great weather and influx of new residents maybe we can beat that! One thing that you might not know is if you buy a punch card to use when playing golf it's considered a membership therefore we do not pay any sales tax on it, if you pay with cash for a round we pay sales tax. So, we can keep more of your money with a punch card. For those of you who have guests it would be nice for you to buy a punch card to use when they play, whether you collect from them is up to you. The bills are in for the roof and ACC and new gas lines project. With payments in January of \$43,336 our total expense for this project was \$325,877. There is still some clean up of the sky lights and you will notice on the agenda another unforeseen expense. This project was not without its problems. All in all 2014 was a good year for the resort. Welcome to all our new comers. Now just for some information you might be interested in. We purchased the new Bobcat for \$86,925 on a four year interest free contract to begin with its first payment in January. Monthly payments are coming out of the Reserve account. The new copier we got a great deal. We purchased the floor model for \$10,429 where a new one would have been around \$30,000. The company didn't service the machine for office use therefore we had printing problems when we needed it the most. But as you can see by the newsletter it's up and running and the upgrade was well worth it. I have a correction for my January Board meeting Treasurer's report. The corrected amount for the Reserve balance is \$759,077. I had deducted some roof project expenses that actually did not come out until January. This balance is reflected in the yearend total. Also the Smart car was purchased for \$13,893 and added to the HOA assets.

January month end reports are complete. HOA Internet income has exceeded his budgeted amount by \$1,725, another reflection of having many more residents here. Most income items have exceeded the monthly budget amount while expenses are under budget due to their cycle dates. Now the Reserve total at the end of January was \$667,222. With our monthly assessment and interest and selling of equipment for \$7,000 income for the Reserve was \$18,471, expenses was \$64,815. \$48,336 was various roof project expenses and \$10,429 was for the new printer, \$4,205 was for half of the kitchen freezer and refrigerator, as the Activity Committee paid the other half, then \$1,844 payment for the Bobcat. Golf course has exceeded in most income areas. Membership for residents and punch cards and nonresident green fees were all over budget. Good weather plays a big part of our income totals for the golf course. All other areas are below our budget amount so the golf course for the month of January is in the black. It is a very good start for 2015. Continuing good weather will be a blessing as I see our golf course is busy most of the time.

Committee Reports

Election Committee: Nancy Willson, Lot 247 reported that about 11% of ballots had been returned electronically and 42% paper ballots have been returned so far and encouraged the members present to be sure to vote by 4:00PM February 24th. She asked that you mark your calendars for the Annual Members meeting to be held here in the Grand Room on February 25th at 2:00PM. There will be refreshments and some door prizes.

Pro Shop Committee: Ken Dahle, Lot 413 reported the January BBQ had 267 tickets sold and although it was a little rainy, it was a fun day. In the “putt-off” we had 23 putters with the following winners: 1st place, Art Engen, 2nd place, W.D. Allen, 3rd place, Debbie Ritz, and 4th place, Joe Young. We had three winners in the 50/50 drawing of \$50 each. We had 32 couples and 5 singles donate to our new “Tee Markers” and “Yardage Markers” project. The Tee markers are all on the Tee Boxes on every hole and look very nice with the gold Riverview logo. They are made of heavy steel and will last indefinitely. Our yardage markers are on order and should be here in April. The new designs by Jon Laughlin on both of these projects are very nice and we will not have to replace them like we have been doing every year or two. They are also made of heavy steel. Anyone who is interested in donating to this project should contact me or give it to Lee at the Pro Shop so we can give it to the Pro Shop Committee. Anyone donating will be recognized in the monthly newsletter until we are finished with this project. Thanks to everyone who makes these things happen. Calendars are available in the Pro Shop for a cost of \$3.00 each and we still have cook books available. The next BBQ will be on February 27th at 12:00PM...

Activities Committee Chair, Linda Sommerville, Lot 69 reported new shelving in the kitchen pantry was it was all reorganized by Mary Bowden and Carol Johnson. She gave them a big “thank you” from the Activities Committee. She also mentioned the donations made by the Activities Committee mentioned earlier under the correspondence section of the meeting. In addition, funds were donated to assist in the upgrading of the craft room and some funding for “Stretch & Tone equipment. The committee is also exploring any way to improve the sale of tickets to the usually large dance events. The St. Patrick’s dance tickets go on sale March 3rd.

Maintenance/Landscape Committee: Dean Willson, Lot 247. (Verbally given by Traci Dahle) reported by giving thanks to our Park Maintenance staff members; Jeff, Rick and Chris together with volunteers; William McGlynn, Ken Hamilton, Richard Schlichte and Dean Willson the water main valves were cycled on 6 February to ensure they have will close and open as needed in an emergency. Several of them required the sleeve to reach the valve to be vacuumed to remove dirt and loose road material that prevented the valve from turning. Our committee plans to complete the annual polishing of park signage on March 13 to protect their fading from the sun’s ultraviolet light. A new vinyl coated steel picnic table with four attached benches should arrive this month in front of the dog park fence on the new ruby red rock near the Casablanca Gate to provide a pleasant location to rest and enjoy one other’s company and the scenery just outside this dog park. Be looking for an improved landscape along the roadway entrance at the Kobe gate as ruby red rock will replace some of the desert rock by our Park Maintenance. In response to BOD agenda item 15.01.11 (Subject: Water conservation at Riverview needs to be explored) as directed to Infrastructure and Landscape/Maintenance committees. Therefore, we have sent the copies of the “Arizona Municipal Water Users Association” web reports listing of “Low-Water Trees” and “Low-water Shrubs” to the BOD members. We recommend that these web reports be used by our association as guidance for all new landscape plants within the resort. Our next meeting and the first for 2015 -2016 year will be at 10 am on 2 March 2015 in the Pro Shop Lounge.

Safety and Security – Carol Johnson: Reported on current safety issues.

Communication Committee-Jon Laughlin Lot 295: Asked if Agenda Item 15.02.10 be taken up first because he was in the process of obtaining a sign for the side of the Smart Car.

Approval of the Agenda:

Gene Clipperton moved and Terry Oberst seconded to approve the agenda as amended by moving AI

#15.02.10 and adding 15.02.18, Staining of Common Area wall next to Lot 189. The motion passed unanimously.

Approval of the Consent Agenda:

The consent agenda included the Approval of the following:

Minutes of January 20, 2015 Regular Board Meeting and the addition of Margaret Brown to the Election Committee.

Gene Clipperton moved and Larry Meier seconded the motion to approve the consent agenda as presented. The motion passed unanimously.

Unfinished Business:

Karen Schlichte moved and Clipperton seconded to remove agenda item 14.12.02 from the table. Motion approved. Karen Schlichte moved and Gene Clipperton seconded to approve adding shrubs to the common area behind Lot 260. The Sue Bahl, an owner of Lot 260 indicated that their original plan was to add low maintenance shrubs to the area, but was told that would not be acceptable and revised the plan to add planters instead. Discussion revealed that board members favored shrubs over the proposed planter option. The motion passed unanimously.

New Business:

Agenda Item #15.02.10 Karen Schlichte moved and Gene Clipperton seconded to change the title of Courtesy Officer to Safety Officer. Motion passed unanimously.

Agenda Item #15.02.02 Gene Clipperton moved and Larry Meier seconded to authorize the removal of 5 units and replace 2 with heat pumps. Install cap curbs on unused locations for a cost not to exceed \$18,000. Motion passed unanimously.

Agenda Item #15.02.03 Gene Clipperton moved and Terry Oberst seconded to approve the purchase of a used street sweeper attachment from GNT Pipeworks for \$1,800 plus the trade of our old tamper. Motion passed unanimously.

Agenda Item #15.02.04 Gene Clipperton moved and Karen Schlichte seconded to approve the adoption of the proposed Budget Development & Management Policy and to rescind all previous versions of budget development and procedures. Motion passed unanimously.

Agenda Item #15.02.05 Gene Clipperton moved and Karen Schlichte seconded to approve proposed Finance & Audit Committee Mission Statement and to rescind all previous versions. During discussion, Karen noted that audit of the water machine, stamps, and Internet modem transactions and monies were omitted. It was agreed that those items should have been added. Motion passed unanimously with the amendments.

Agenda Item #15.02.06 Karen Schlichte moved and Gene Clipperton seconded to approve the proposed Reserve Development & Management Policy and to rescind any previous versions of reserve budget development and procedures. Motion passed unanimously.

Agenda Item #15.02.07 Gene Clipperton moved and Terry Oberst seconded to approve the proposed Standing Committee Policy and the Committee Financial and Audit Responsibilities Policy and to rescind any previous versions of the Standing Committee policy. During discussion, it was explained that the intent is to remove the auditing of committees handling monies policies and separate them from other committee responsibilities. The motion passed unanimously. .

Agenda Item #15.02.08 Gene Clipperton moved and Larry Meier seconded to adopt the proposed Request for Proposal (RFP) Policy and to rescind any previous versions of this policy. Motion passed unanimously.

Agenda Item #15.02.09 Gene Clipperton moved and Terry Oberst seconded to adopt the proposed Property Improvement Rules and to rescind any previous versions. During discussion several questions were raised and it was moved by Gene Clipperton and Terry Oberst to table the action. It was noted that if anyone

wanted a “redline” version to leave their name at the office. The motion to table was approved unanimously. Agenda Item #15.02.11 Gene Clipperton moved and Terry Oberst seconded to adopt the above proposed Safety Rules & Procedures and to rescind all previous gate policies, rules and procedures. Motion passed unanimously.

Agenda Item #15.02.12 Gene Clipperton moved and Karen Schlichte seconded to approve the jetting of the sewer lines by Daniell’s Septic for a cost not to exceed \$4,000. Motion passed unanimously.

Agenda Item #15.02.13 Traci Dahle moved and Gene Clipperton seconded to retain the blue golf cart and to dispose of the Golf Course white maintenance golf cart. During discussion it was noted that this is a revision to last month’s action and that the disposal is still to be by way of silent auction. Motion passed unanimously.

Agenda Item #15.02.14 Karen Schlichte moved and Gene Clipperton seconded to have the dead or dying palm tree on Kobe and replace it with a sign or other decorative item at a cost not to exceed \$500. During discussion, Traci Dahle mentioned that there may a larger palm tree available and could be moved within the proposed cost. It was agree that this would be an acceptable alternative within the motion. Motion passed unanimously.

At this point Larry Meier had to leave the meeting for an appointment. And again the Board and Association members recognized and thanked him for his service.

Agenda Item #15.02.15 Karen Schlichte moved and Gene Clipperton seconded to remove blinds on the shuffleboard room side of the multipurpose room and to replace the blinds on the parking lot side with horizontal blinds for a cost not to exceed \$1,000. Motion passed unanimously.

Agenda Item #15.02 16 Gene Clipperton moved and Traci Dahle seconded to have the administrator continue her search and to submit a recommendation at the March BOD meeting on how best to proceed with repair/replacement of the association’s exterior wall.

Agenda Item #15.02 17 Gene Clipperton moved and Terry Oberst seconded to purchase 20 loungers for the area at a cost not to exceed \$4,500 and dispose of all broken loungers. During discussion, it was suggested by Gene Clipperton that we consider purchasing lounge chairs that are more accessible to seniors and handicapped challenged. Jennifer Meyers, administrator stated that she would search for accessible chairs. Also, Traci Dahle suggested that we increase the amount allowed for the purchase. Traci Dahle moved and Gene Clipperton seconded a motion to amend the authorized amount to \$6,500. Both motions passed unanimously.

Agenda Item #15.02 18 Karen Schlichte moved and Gene Clipperton to authorize the staining of the common area wall extending from lot #189. The motion passed unanimously.

Director’s Comments:

Executive Session:

Adjourned to executive session at 10:25

Adjournment:

Terry Oberst moved and Gene Clipperton seconded, to adjourn the meeting at 11:20AM. The meeting was adjourned.

Minutes attested to and respectfully submitted by:

Ed McKeon, Association Secretary, Pro tempore.

Corporate Seal

BOARD APPROVAL PENDING