

PENDING BOD APPROVAL

Riverview Resort Owners Association

Regular Board Meeting Minutes

Tuesday, April 14, 2015

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

Present at the meeting: Ed McKeon, Leo McMann, Traci Dahle, Gerry Hartman, Karen Schlichte, Gene Clipperton and Terry Oberst.

Jennifer Myers, Administrator.

73 Association members.

Board Update/Comments:

Karen Schlichte – Recycling

Well this is the last article I will write about this subject. To say that I am very disappointed that we couldn't get everyone on board with this project is putting it mildly. There will come a day when you will not have a choice but to recycle. Many cities it's already like that.

Please at least use the recycle center the debris bins, garbage areas and aluminum can bins how they were intended. This includes the ones in the multipurpose room! No recycle in the debris bins. I saw very large cardboard boxes in the debris bins. They were not even broken down. Can we really be that lazy?

Debris means debris and don't overload them or they will not be picked up. Yard clippings can be placed in the garbage bins if they are full.

The volunteers who pick up the aluminum cans tell me that those areas are also abused. They find all sorts of stuff in there other than aluminum. The money for the aluminum is being donated to the golf cart path project, so this is a worthwhile recycle. If you can believe it we still find aluminum cans in the garbage bins! Now I have had my last say!

Comments to the Board:

Linda Sommerville, Lot 69 gave an update on the Activities Committee. They will be paying for the new window coverings in the Grand Room.

Patty Trupp, Lot 685, said we have weeds growing near the back gate, on Casablanca and on Goldrush.

Steve Seid, Lot 102, Larry Reed, Lot 22, Doreen Hanson, Lot 47, Rich Harris, Lot 99 all spoke about issues with the Activities Committee's activities. People are reserving seating by mid-afternoon and we have too many outside guests – these activities should be limited to residents only. Ed McKeon will request the Activities Committee develop recommendations to remedy these issues.

Nick Holbrook, Lot 30, stated residents are misusing the recycle bins. Suggested signs with a list of what is acceptable.

Joy Collis, Lot 60, addressed the issue of not allowing a 'banned' contractor in the resort to fix problems with work he had done for them.

Olga Gianni, Lot 558, is having a problem with her neighbor causing her to remove 7 inches of her shed that is on her neighbor's property.

Sandy Robbins, Lot 450, wanted to know who was responsible for identifying where the property lines are on each lot.

Dale Chabot, Lot 38, recommended we do not cut down the tree on the golf course and what is the problem with the water machines and ice machines.

Sally Barrow, Lot 404, stated people are filling their ice chest from our 'free' ice.

Annette Lanier, Lot 249, said owners are advertising rooms for rent or roommates. She also has a bad neighbor.

Correspondence:

Letter from Joyce Beebe stating a board member was spreading rumors. Discussion of this matter was to be deferred to the Executive Session.

Reports:

Administrator Jennifer Myers' reported:

I'm happy to report that the transition on the golf course with the greens keeper is going very well. Brian hit the ground running a few weeks ago and has not stopped yet. I have already had several comments about how great the course is looking. Thank you, Brian.

The debris bin is still in progress. The walls and gates should be finished in the next few weeks.

We are working to resolve the laundry room issues. Please be patient while we get this taken care of.

We are asking that you please only take one newsletter per month. Staff has witnessed people taking 2 or 3 at a time. (Stephanie ran 600 for the month of April and there are not 600 lots occupied). I myself, witnessed someone taking 3 at a time. I realize that they are very nice, but please be considerate.

IF you are leaving for the summer, please make sure that your lot is free of weeds. Also, if you have a palm tree that is NOT a developer tree, it needs to be trimmed or paid for to be trimmed if you wish for staff to trim. Keep in mind that if the tree is trimmed too early, the spears or pods will still sprout.

Be sure to check out with the office and let them know if you have an internet modem that needs to be shut down for the summer. It is not necessary to bring the modem in if you're going to reconnect it next fall.

Have a safe and happy summer and we'll see you next fall.

Treasurer Report reported by Karen Schlichte.

Well, this is not a complete report because the month end reports are not completed. But thanks to our bookkeeper, Lisa, she worked all day on Monday to get me this much. I will do a complete report for the May newsletter. Of course I am most interested in how we stand with our Reserve fund. With the March assessment and interest of \$11,900 and less \$36,467 expenses to this fund but our balance at the end of March is \$650,328. Expenses were Case concrete \$5,450, Bobcat payment of \$1,844, gas lines for the BBQ's \$3,900, removal of 5 AC units in the shuffle board room and two new AC's for that area, \$17,615, balance for the freezer/refrigerator for the kitchen, \$4,202 and deposit for the gates for the trash bins and guardrails and guide rails of \$3,456.

My other interest is how well our golf course is doing. There are 72 lots who owe their \$1,000 assessment, and we are \$43,134 over budget in our income. Resident membership, membership punch cards, non-resident green fees and riding cards non-residents leads the pack in this over budget income. Right now we are under budget in our expenses for the golf course but this will change with the improvements and re-seeding expenses. I have had so many positive comments on how great the golf course looks, I can't wait for the fall totals. There will be a more complete report in the May newsletter. With the Board meeting so early in the month I was fortunate to get this much information.

Safe travels for those who are returning to their summer residents, and we will all look forward to your return.

Committee Reports

.Ken Dahle, Lot 424, Pro Shop Committee wanted to thank everyone for their help this season and thanks to those who donated money for the new Tee Markers. Next BBQ scheduled for the last Friday of October.

Approval of the Agenda:

Leo McMann request agenda item 15.04.28 Awning for Smart Car be added to the agenda. Leo McMann moved to approve and Terry Oberst seconded to approve the amended agenda. Motion passed unanimously.

Approval of the Consent Agenda:

The consent agenda included the Approval of the following:

Minutes of March 17, 2015 Regular Board Meeting

Agenda Item #15.04.01 Add members to committee

Election Committee

Sandie Gaisbauer, Lot 567

Arlene McLaughlin, Lot 412

Pro Shop Committee

Jim & Ruth Bangay, Lot 84

Karen Schlichte moved and Gerry Gene Clipperton seconded the motion to approve the consent agenda as presented. The motion passed unanimously.

Unfinished Business:

Agenda Item #15.03.11 Boneyard Awning. Traci Dahle moved and Karen Schlichte removed item from the table. Gene Clipperton moved and Karen Schlichte seconded to approve the purchase and installation of a covering for the equipment storage area (boneyard) for a cost not to exceed \$11,000. Motion passed unanimously.

New Business:

Agenda Item #15.04.02 Increase fees for Outside Golfers. Karen Schlichte moved and Terry Oberst seconded a motion to increase fees for outside golfers to the suggested increase below.

The Pro Shop Committee would like to increase the fees for outside golfers from 18 holes at \$18 to \$20 and 9 holes from \$12 to \$15 and for twilight from \$10 to \$12. Effective October 1, 2015. Motion passed unanimously.

Agenda Item #15.04.03 Increase fees for Resident Golfers. Karen Schlichte moved and Terry Oberst seconded a motion to increase fees for resident membership to the suggested increase below. The Pro Shop Committee would like to increase membership fees for the residents. A 12 month membership from \$475 to \$500, 6 month membership from \$375 to \$400 and a 3 month membership from \$262.50 to \$300. The rates have not been increased since the golf course opened in 2004. The changes are to be effective October 1, 2015. Motion passed unanimously.

Agenda Item #15.04.04 Golf Course Equipment. Leo McMann moved and Terry Oberst seconded to approve rescinding agenda item 15.03.06 and approving a five year lease for three new golf course mowers, a bunker rake and a Progorator 2030 for \$2,615.77 a month with a \$1.00 buyout at end of lease. Motion passes unanimously.

Agenda Item #15.04.05 Golf Course Aerification. Gene Clipperton moved and Terry Oberst seconded to approve funds for golf course greens aerification for a cost not to exceed \$3,000. Motion passed unanimously.

Agenda Item #15.04.06 Weed Sprayer. Gene Clipperton moved and Karen Schlichte seconded to purchase a spray rig that will attach to the Progorator for a cost not to exceed \$7,200. Motion passed unanimously.

Agenda Item #15.04.07 Tree Removal on Golf Course – revisited. Gene Clipperton moved and Gerry Hartman seconded to approve removal and replacement of tree on the golf course near lots 72/73 for a cost not to exceed \$1,000. This tree removal was approved 15.03.16 for \$500. However this was not enough funds to get the job done. The new Golf Course employee stated he can spray the tree to keep it from

producing all the mess. The motion failed by a unanimous decision.

Agenda Item #15.04.08 Plant vegetation in Barranca. Leo McMann moved and Traci Dahle seconded to approve planting Acaia Redolens in the barranca and provide irrigation at a cost not to exceed \$1,000. The Landscape Committee recommended we plant Acacia Redolens in the barranca to help control erosion. We would do a test strip on the south side of the club house on the north bank. They will require minimal water (once or twice a month) once established. If this works it may be the recommended process for the entire barranca. Motion passed with Terry Oberst and Gerry Hartman opposing.

Agenda Item #15.04.09 Billiard Room Blinds. Karen Schlichte moved and Gene Clipperton seconded to approve rescinding 15.03.10 from March meeting to replace with horizontal blinds and approve the repair of the existing blinds for a cost not to exceed \$250. Motion passed unanimously.

Agenda Item #15.04.10 AC Condensation Lines – Clubhouse Roof. Gene Clipperton moved and Gerry Hartman seconded to approve the condensation lines/drainage for the AC units on the roof of the clubhouse. Cost not to exceed \$5,500. Motion passed unanimously.

Agenda Item #15.04.11 Quiet Hours for Dog Parks. Gene Clipperton moved and Terry Oberst seconded to institute a rule stating that the dog park hours are 8:00 am until dark. We have had a few resident comment forms stating that they are disturbed by dogs barking at the dog park. This resident has actually asked for quiet hours to be made a rule and posted. If this rule is approved, the Administrator would also need to know the expectations of how to enforce this rule. In order to write a letter to pet owners, the Administrator would need to know who the violators are. The motion failed with Gerry Hartman in favor.

Agenda Item #15.04.12 Grand Room Door. Leo McMann moved and Gene Clipperton seconded to approve the installation of new double doors in the grand room, cost not to exceed \$4,200. Motion passed unanimously.

Agenda Item #15.04.13 Ice Machine Pro Shop. Gene Clipperton moved and Terry Oberst seconded to approve the purchase of a new ice machine, cost not to exceed \$4,000.

Ice machine at proshop has become inoperable. This one was taken to the proshop from the laundry room several years ago. It has become a vital piece of equipment for social functions as well as the residents that live in that area. Motion passed unanimously.

Agenda Item #15.04.14 Laundry Room Contract. Traci Dahle moved and Karen Schlichte seconded to approve terminating current contract with WASH and sign contract with Mac-Gray to best suit the needs of the residents of Riverview.

For quite some time now, we have had problems with WASH service in our laundry room. The equipment is old and has a lot of problems. Their response time to fix the machines is less than adequate. Since we are considered one of their “satellite” locations, they will not come to service the machines unless they have other locations in our area to fix all at one time, so it could be days before they are repaired. We have requested new equipment and since there is still one year left on the 10 yr. contract, the only way they would give us new equipment is if we renewed the contract for another 10 years. We did find another provider, Mac-Gray and spoke to their reps. They gave us two of their clients and we spoke to them and both are happy with their response time, equipment and customer service. However, since we’re still in the contract with WASH, Mac-Gray cannot negotiate a contract with us until the lease is terminated. We would like to attempt to get out of the current contract with WASH and switch to Mac-Gray. Motion passed unanimously.

Agenda Item #15.04.15 Lift Safety Certification. Gene Clipperton moved and Gerry Hartman seconded to approve hiring Forklift University to give certification course to maintenance staff, cost not to exceed \$2,500. Forklift University will come to Riverview to give a safety certification course to maintenance staff. The regular cost for this is \$580 per person, since we have five that need certification, they will give us a discount of \$100 per person, which makes it \$480 per person, total of \$2,400.

Motion passed unanimously.

Agenda Item #15.04.16 Lighting in various locations. Traci Dahle moved and Gene Clipperton seconded to approve to install lights/switches in Library, Laundry Room & Multipurpose Rooms. Cost not to exceed \$1,650

Library – There are two light switches in the library, however, the switch as you enter from the Grand Room is behind the door. Propose to either add an emergency motion back up light, or a sensor, depending on electrical situation and if any electrical needs to be ran. (Would go with a motion light unless it's not feasible, then we would go with the occupancy sensor) \$465 or less

Laundry room – The only light switch in that room is located near the sink. If the room is dark as a person enters, there are obstacles that could pose a danger. Propose to install an emergency motion light and a 3 way switch when entering from the hall way. \$525

Multipurpose room – There is not a light switch located inside the room. The light switch is located on the wall near the new message board in the shuffleboard room, so if entering from the mail room parking lot, one would have to walk all the way across the mail room to turn on the light. Propose to install a light switch on the inside of the multipurpose room near the main door. \$625 Motion passed unanimously

Agenda Item #15.04.17 Saturday Morning Coffee Bank Account. Karen Schlichte moved and Traci Dahle seconded to approve the Saturday Morning Coffee group does not require a bank account. Motion passed unanimously.

Agenda Item #15.04.18 Shed Donation for Tennis/Pickle ball Courts. Karen Schlichte moved and Terry Oberst seconded to remove and dispose of old shed near tennis courts and install donated shed for a cost not to exceed \$500.

Don Hall, representing the Racquet Club informed me that Ron Harding, owner of lot #424 has a shed that he would like to donate to the association to be placed at the tennis court area. The Racquet Club got a price estimate from Brian Hummel of Hummel Falls Landscaping to move it for us for a cost of \$500. Motion passed unanimously.

Agenda Item #15.04.19 Window Coverings in Grand Room. Karen Schlichte moved and Traci Dahle seconded to approve the Common Area change for new window covering in the Grand Room.

There is a problem with the sunlight filtering through the blinds on the back wall windows in the evening while functions are occurring. This is a Common Area change request as the Activities Committee has requested and has approved the funds from their account to pay for new window coverings. The covering would be a pleated shade with solar screens to filter the sunlight. Motion passed unanimously.

Agenda Item #15.04.20 Governing Documents Committee. Leo McMann moved and Gene Clipperton seconded to name Rich Harris as temporary Chair and Zelma Weiss as temporary Secretary of the Governing Documents Committee until they are either confirmed or replaced by the Governing Documents Committee membership.

Gerry Hartman, Liaison to this committee indicates that Rich Harris has indicated a willingness to serve as Chair of this committee. Also, Zelma Weiss has indicated that she would be willing to serve as Secretary of this committee. When the committee convenes in October they may re-elect new chairs. Motion passed with Traci Dahle and Terry Oberst opposing.

Agenda Item #15.04.21 Election Committee Mission Statement/Rules. Karen Schlichte moved and Gene Clipperton seconded to rescind all previously published Election Committee Rules and Mission statements and that they are replaced with the attached proposed documents. Ed McKeon stated this document puts us in compliance with the By-Laws 3.9. Motion failed with Ed McKeon, Leo McMann and Gene Clipperton in favor.

Agenda Item #15.04.22 Move Palm Tree to Common Area. Leo McMann moved and Gene Clipperton

seconded to approve moving of palm tree from Lot 43 to the Common Area behind Lot 43. Motion passed unanimously.

Agenda Item #15.04.23 Revised Purchasing Policy. Karen Schlichte moved and Terry Oberst seconded to rescind all previously published purchasing policy/procedure documents and that they are replaced with the attached proposed policy. Motion passed unanimously.

Agenda Item #15.04.24 Common Area License. Karen Schlichte moved and Traci Dahle seconded to rescind the previous edition of the Common Area procedure to license improvements to adjacent common areas and to approve the attached proposed draft of the revised Common Area procedures and limited license. Motion passed unanimously.

Agenda Item #15.04.25 Revised RV Rules. Leo McMann moved and Karen Schlichte seconded to rescind all previous rules related to RVs entry and being located within the resort and that they are replaced with the attached proposed rules. The proposed rules were amended to:

Allow the Security Officer to admit a renter that does not have the necessary paperwork and turn the problem over to the Administrator the next business day. If the lack of documentation is the owners fault the owner could be fined \$100.

A 'first time' unit over 20 years old will not be allowed.

The \$25 annual paperwork fee will not be required for returning units.

Any reference to the 30 foot restriction will be removed.

The motion as amended was passed unanimously.

Agenda Item #15.04.26 Summer Check Signers. Terry Oberst moved and Gene Clipperton seconded to have only one check signer during the summer months of 2015. Motion passed unanimously.

Agenda Item #15.04.27 Forms and Paperwork. Gene Clipperton moved and Karen Schlichte seconded to approve rescinding all forms and/or paperwork previously approved by the BOD and move that all future forms and paperwork used to implement Rules or Policies do not need BOD approval. Motion passed unanimously.

Agenda Item #15.04.28 Awning for Smart Car. Gene Clipperton moved and Traci Dahle seconded to install an awning for the Smart Car at a cost not to exceed \$1,400. Motion passed unanimously.

Director's Comments:

Executive Session:

Adjourned to executive session at 11.42.

Adjournment:

Terry Oberst moved and Gerry Hartman seconded, to adjourn the meeting at 12:19 AM. The meeting was adjourned.

Minutes attested to and respectfully submitted by:

Leo McMann, Association Secretary.