

## HOMEOWNERS MEETING

Riviera Heights Homeowners Association  
3040 Riviera Heights Drive  
Kelseyville, CA 95451

**July 18, 2008**

The meeting was called to order by the President at 5:08 PM.

Board Members Present: Nelson Powley, Bonnie Piccolo, Rebecca Knievel,  
Dave Lewis, Karin Armstrong

Absent: None

Others Present: Linda Unruh, Office Administrator  
Louise Theall, Secretary to the Board

Homeowners Present: Four (4)

Minutes: The minutes for the June 21, 2008, Annual Meeting were read and approved as corrected.

Board Positions: Nelson announced the election of officer by the Board for FY 2008-09 as follows:

Nelson Powley, President  
Bonnie Piccolo, Vice President  
Rebecca Knievel, Treasurer  
Dave Lewis, Director  
Karin Armstrong, Director

The Secretary to the Board will be Louise Theall (Non-Board Member), Karin will chair the Communications Committee, and Dave will serve as liaison to the ARC.

*ARC: Rules Revision:* Nelson announced that the revised ARC Rules were endorsed by the Board on June 21, 2008, and mailed to Property Owners on July 2<sup>nd</sup> with a 30 day period for response and final action. After a Q&A period between Homeowners and the Board, it was decided to prepare two additional free standing pages to be included with any ARC Rules distributed. One will contain definitions set forth in CC&Rs equally applicable to the ARC Rules. The other will clarify the \$250 Application Fee and how it applies to major or minor construction and landscaping, etc. Final vote on the ARC Rules revision will be at the first Board Meeting following the 30 day period.

*ARC Committee Members Selections:* Dave Lewis recommended Doug Bridges and Bob Cate. Following a discussion of the recommendations and a need for a third person, Gary Taucer agreed to serve. With a motion from Dave Lewis that the above three be appointed to serve on the ARC Committee, the Board voted as follows: Nelson, yes; Bonnie, yes; Rebecca, yes; Karin, yes; and Dave L., yes.

*Treasurer Report:* Rebecca presented an Operating Budget Overview for this Fiscal Year and noted a few changes in specific line items. Homeowners present were interested in greater detail in the Budget and there was a suggestion for a line item for the reserve fund. Rebecca will prepare a more detailed overview to be available in the office for anyone interested.

Rebecca also presented a Reserve Study that she had prepared with Nelson's assistance. The study is estimates; some items have no estimates; and additional items may be added. A Homeowner noted there was a problem on the wooden portion of the pier in the area over the rocks. It is possible this can be corrected by Maintenance.

Account Balances	Operating:	\$77,773.96
	ARC Funds:	9,844.48
	Spec Asses:	135.00

*Communications:* Nelson stated that communication is the number one goal this year. They plan to do this through meetings, mailers, and, hopefully, the internet.

In the communications/information area, Rebecca stated that the plan is to have a monthly report on expenses/income compared to the budget.

*Office Admin Report:* Linda reported for the FY 2008-09 Homeowners dues paid thus far are approximately \$74,000 and the \$300 rebate on the purchase of the copier has been received and deposited.

The Board agreed that the Office Administrator should proceed with the updating of the Plaques listing Board Presidents.

Linda will be on vacation July 29th thru July 31<sup>st</sup>.

*Roads:* Nelson reported the new start work date for the Road Repair is July 28<sup>th</sup>. He will call the Road Dept concerning two items: 1) the material sprayed on the sides of the road is still sticky; when will it be dry; 2) what time will road work will end daily during the second application? (This has to do with the next scheduled Board Meeting at 5:00 PM, August 6 and possible need to reschedule the time.)

*Fire Safety/Weed Abatement:* Bonnie proposed three letters each based on the level of non-compliance with fire safety rules. Enclosed with each letter will be a Fire Abatement Summary including options for moving forward if property is not brought into compliance. It will also explain the fine structure.

It was decided to modify the letter to reflect that it is the property owner's responsibility to respond within 30 days as to corrective action taken or appeal the fine. No response within 30 days will result in a fine.

Bonnie noted that the Common Property should be cleared. Dave Meisle, Maintenance, stated that cutting the grounds behind the Clubhouse and pool are already planned.

Linda was asked to arrange for a speaker on fire safety and what to do if a fire should occur in Riviera Heights.

*Pool:* Nelson had quotes from two sources on the shade covers. Shirley Taucer volunteered to follow-up on this.

Linda stated there was a request for two chairs in ladies downstairs restroom. Shirley Taucer agreed to accept the responsibility for the purchase with reimbursement.

A storage locker for cleaning supplies to be placed in the downstairs ladies restroom was discussed.

*Gym:* Bonnie stated only the cabinets in the gym will be painted.

*Marina:* A BBQ celebration of the refurbishment of the Marina is scheduled for July 19 at 11 AM – 2 PM.

Linda reported a quote of \$685.83 for the total rekeying of the Marina. It was approved. Vote: Nelson, yes; Bonnie, yes; Rebecca, yes; Karin, yes; Dave, yes.

The meeting adjourned at 6:45 PM

Respectfully Submitted,

Louise Theall  
Secretary to the Board

APPROVED \_\_\_\_\_ Date \_\_\_\_\_  
Nelson Powley, President