

**MINUTES**  
**RIVIERA HEIGHTS HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**  
THURSDAY, APRIL 2nd, 2026

**1. MEETING CALL TO ORDER @ 2:03 PM**

**2. ROLL CALL**

Board Members:

Kathy Andre, President – present

Susan McGurgan, Vice-President – present

Byron Turner, 2<sup>nd</sup> Vice President – present

Vicky Lauritzen, Treasurer – absent

Cindy Sottiaux, Secretary – present

Tara Davis-Office Manager-present

**3. APPROVAL OF MINUTES** – Susan McGurgan made a motion to approve the March 2, 2026, minutes, Byron Turner seconded and it was unanimously approved.

**4. TREASURER’S REPORT:** Susan McGurgan read the financial recap-a copy was available to owners.

**5. CLUBHOUSE/OFFICE:**

- 2026 BOD Election- Candidate Nomination Deadline is April 3rd
- Budget Preparation for the 2026-2027 fiscal year is underway. This will include budgets for the operating and reserve accounts.
- Collections are going well. The Courtesy and Demand Letters had good results.
- Reserve Contribution for the 2025-2026 fiscal year was discussed. Susan McGurgan made a motion to transfer the first half of the Reserve contribution from the operating account to the reserve account; it was seconded by Cindy Sottiaux and was approved unanimously.
- “Sound the Alarm” is a free smoke alarm program that we have scheduled for RHHA owners: The Red Cross will install or replace smoke alarms for free and also offer “Shake and Wake” for those in need. The office will be sending out flyers once the time and date are finalized.
- A second Red Cross CPR and Emergency Preparedness Event will be held on Saturday, July 11<sup>th</sup> at the club house for RHHA members who sign up with the office ahead of time.
- RHHA is currently seeking ARC Committee volunteers-Contact the office if interested.
- Special Districts 20 previously replaced two redwood water tanks with steel water tanks and are getting ready to replace another one. There are also plans to do a fourth.

**PRESIDENTS REPORT:**

**A. RHHA FIREWISE -**

- Spring Fire Risk Inspections have just begun. All owners will receive an inspection report. Owners whose properties are not rated “clear” will also receive a hearing notice with a scheduled hearing date. Your property should be brought into compliance by that hearing date. If you need additional time, you can contact the office to request an extension.

- RHHA was awarded a Bonus Chipper Days event from grant funding through CLERC. This will take place April 15<sup>th</sup> thru 17<sup>th</sup>.
- RHHA will also be doing a Spring Chipper Days event held on May 26<sup>th</sup> thru May 29<sup>th</sup>-also funded by grants through CLERC.
- Black Forest – BLM, Terra and Cal Fire will be doing controlled burns. No date has been set.
- Hog Back Ridge Crew- Control burns on CalFire fuel breaks/wilderness road area will also be taking place. Burn permits have been obtained by the RHHA office.
- NCO has awarded RHHA with property mitigation opportunities with CERC. Five vacant lots have been cleared so far, and they are planning to return in May. There will be assistance for some elderly and financially challenged homeowners.

**B. BENEFIT ZONE** has been transferred from Code Enforcement to Public Works. We are still working on trying to get them out to clear properties.

**C. KONOCTI FIRE SAFE COUNCIL –**

- 4<sup>th</sup> Annual KFSC Firewise Summit will be held Friday, April 24, 2026, at Buckingham. RHHA representatives will attend this private event.
- PG&E has awarded KFSC with a NEW Grant for \$99,000 for mitigation work around power poles. This is in addition to the \$89,000 grant they awarded KFSC last year.

**D. CODE ENFORCEMENT –** Parking is still a major issue, along with trash in yards. All vehicles should be parked in garages or paved driveways.

**E. ARC –** We are still working with the county on a few homes here that are in non-compliance. ALL exterior improvements need approval from ARC.

**F. MARINA –** We are currently getting bids on replacing fencing and mitigation work.

**G. SWIMMING POOL** will be opening Saturday, May 23. Getting the pool/pool area and bathrooms ready to open is a big task for our maintenance person.

**H. SOCIAL COMMITTEE –** Still on hold.

- The office has coordinated Water Aerobics with instructor, Yvette Marciano. This will take place every Tues & Thurs from 10am-11am starting June 9. There will also be a walking club that will meet at the club house on Monday and Wednesdays @ 9AM.

**I. OPEN FORUM :** No comments/questions.

**J. ADJOURNMENT OF MEETING @ 2:47PM**