

**RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION**  
**BOARD MEETING**  
**WEDNESDAY, JANUARY 13, 2021**

**Minutes**

The Board Meeting of Wednesday, January 13, 2020 was held via teleconference (ZOOM - due to Shelter-In-Place orders) at 2:00PM.

1. **MEETING CALL TO ORDER at 2:00 P.M.**
  
2. **Roll Call**
  - A. **Board Members:**
    - Kathy Andre, President** - present
    - Susan McGurgan, Vice President** - present
    - Nancy Yamaguchi – 2<sup>nd</sup> Vice-President** - present
    - Byron Turner, Secretary** - present
  
3. **Approval of Minutes from Board Meeting of December, 2020**

Approved as presented (SM move, NY second – approved 4-0)

**4. OFFICE ISSUES/FINANCIAL REPORTS**

- A. **Account Balances**
  - Operating Checking \$28,833
  - Money Market \$19,060
  - Fire Abatement \$1,089
  - Total \$148,982
  - Reserve**
    - Umpqua \$8,077
    - West America \$145,052
    - CD \$103,101
    - Reserve Checking Total of \$256,230
  
- B. **Financial statements** President Andre reported on annual expenses of \$90,025, of which 27% was administrative, 52% payroll, 9% maintenance, & 12% utilities
  
- C. **HOA Dues for 2019/2020 received to date**
  - \$197,944 collected

President Andre reported that there were 4 property transfers in November, and 20 since July 2020.

## **PRESIDENTS REPORT:**

### **A. Office Changes**

- Jessica will be leaving for U.S.A.F.
- Welcomed Charlene Gayaldo as new Office Manager
- Announced that Sophie would be leaving

### **B. FIREWISE - UPDATE:**

**A. ISO Insurance Virtual Meeting – December 10, 2020**

**B. Potential discounts on insurance due to firewise program**

**C. Email to Cal Fire regarding burning**

**D. Black Forest Update, controlled burning scheduled**

**E. Benefit Zone update**

1. Marcus at County Code Enforcement is on leave Michael Herringhaus is new Code Enforcement Manager.

2. 3 bids were provided to County for property clean-up. Potential for contracts to be managed by the HOA were also discussed.

**F. Fire abatement on tax-defaulted properties**

### **C. MARINA COMMITTEE – UPDATE**

**A. Permit process for marina pier construction – plans were approved, permit issued for pier and piledriving. The pier is being constructed in the shop. The County has given an extension to do the piledriving until the end of February. The project will a “bubble curtain” or “air apron” to protect aquatic life.**

### **D. CODE ENFORCEMENT – UPDATE**

**A. Board is making good progress on 3 problem properties, most notably 7304 Evergreen, in which the tenants have moved out and the property is now for sale.**

### **H. WATER – UPDATE**

**A. Progress is being made on the replacement of water tanks.**

**I. OPEN FORUM** Comments from the residents participating via Zoom. Comments included concerns ofver contracting vs. volunteers, lack of volunteers, and a discussion regarding water meters.

**K. ADJOURNMENT OF MEETING** Meeting adjourned to closed session at 3:15 p.m.

**The next monthly Board Meeting will be held on Wednesday, February 3, 2020 at 2:00PM via teleconference, pending Covid-19 Shelter in Place Orders. Contact the RHHA for more information.**