

RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES
WEDNESDAY, FEBRUARY 2, 2022

The RHHA Monthly Board Meeting was held at the RHHA Clubhouse on Wednesday, February 2, 2022, at 2:00PM, both in-person and via ZOOM.

1. MEETING CALL TO ORDER at 2:00 pm

2. ROLL CALL

Board Members:

Kathy Andre, President - present

Susan McGurgan, Vice President - present

Byron Turner, Secretary - present

Antony Bisaccio, 2nd Vice President present

3. APPROVAL OF MINUTES – from January 5, 2022, Board Meeting as submitted.

Board Meeting Minutes approved as submitted.

4. OFFICE ISSUES/FINANCIAL REPORTS

Financial Report Recap – December 2021 Reports for February 2022 Meeting

1. Bank Balances as of 2/8/22:

Operating Checking:	\$	115,196
Money Market:		19,064
Fire Abatement:		1,089

Total - Operating Accounts \$ 135,349

Umpqua Reserve Checking	\$	4,492
Westamerica Reserve Checking:		59,954
Reserve Fund CD:		103,320

Total – Reserve Accounts \$ 167,766

ARC: 2,025

1. Total cash receipts through December were \$224,500. Of the total received, \$206,700 was for annual dues, \$7,050 was for property transfers, \$4,000 was for fines, and \$2,360 was for late fees. Cash operating expenses through December were \$109,700 (23% administrative, 53% payroll, 15% property maintenance, 9% utilities).
2. On an accrual basis, total income through December was \$284,100 and year-to-date operating expenses were \$140,020. Reserve expenses through December were \$125,900, which includes \$112,700 in expenses at the Marina and \$13,150 in fire abatement expense.
3. Four property transfers were posted in December bringing the year-to-date total to 32.
4. The budgeted reserve contribution for 2021-2022 is \$59,286. The first half of this contribution was made in January from the Operating account.

C. Fire abatement & code enforcement fines recently assessed

There has been one fire abatement fine assessed in January and one Code Enforcement fine assessed in January.

Fire Abatement: 045-252-05 - \$1500.00

Code Enforcement: 045-142-14 - \$250.00

D. New Small Claims court cases filed

Riviera Heights has two small claims court cases with property owners that will be filed at the end of February for outstanding monies owed RHHA.

PRESIDENTS REPORT:

A. FIREWISE - UPDATE:

A. Annual RHHA Fire Risk Inspections – March 2022

RHHA is in process of hiring a Fire Industry professional for annual RHHA Property Fire Risk Inspections starting in March 2022. Owners will be notified in advance as to date inspections will begin and who fire inspector will be.

B. Direct mail/emails to RHHA Property owners About 2022 Fire Risk inspection criteria (including new inspection forms, schedule of fines, etc.)

The office is currently developing a mailing to all RHHA homeowners, which will include samples of the new fire inspection forms that will be used this year – one for vacant lots and one for properties with houses, as well as the new Fire Abatement Schedule of Fines and information on fire mitigation and defensible, survivable space.

C. Annual Spring Chipper Days - MAY 4, 5 & 6TH, 2022

The Chipper Days have been scheduled for May 4, 5 & 6th and will be done by Timberline Land Management. If you would like to participate in this free chipper service, please call or email the office to sign up.

D. Dead/dying trees due to beetle infestation

RHHA, as well as all of Lake County, is being severely impacted by an increase in tree mortality, due to beetle infestation and related drought. Numerous grey pines, knob cone and other pine species in Riviera Heights are rapidly dying, creating a serious fire hazard. RHHA is currently notifying and working with property owners to have these dead/dying trees on their property removed.

E. Dead/dying tree removal at Clubhouse – bid awarded

The trees at the clubhouse have also been suffering from the beetle infestation. We have already removed 8 trees, with an additional nine more that are already dying and require removal. RHHA received 3 vendor bids for tree removal, awarding bid to Majestic Landscaping, who will begin tree removal project soon.

F. CLERC Grant – Hazardous Tree removal along evacuation routes

Hazardous tree removal, part of the grant we received from CLERC, is wrapping up in Riviera West. When K&R Tree Specialists are done with tree removal in Riviera West, they will start removing identified trees in Riviera Heights along the main evacuation routes.

G. Soda Bay Road Evacuation Route Clearing Grant – Dept. of Public Works

Riviera West & Riviera Heights is working in collaboration on a grant for clearing of hazardous trees and fire fuel vegetation along the Soda Bay Road corridor. Phil Hartley of Riviera West wrote the initial grant concept, which was submitted to the L.C. Department of Public Works for grant sponsorship. Dept. of Public Works will do the final writing and submission of grant, and if awarded, will implement, and manage this grant. Soda Bay Road is the only way in and out of this area in the event of wildfire. This grant is extremely important to address fire risk and evacuation preparedness.

C. MARINA – UPDATE

RHHA maintenance/handy man, Chris Becker, along with the help of property owner Denny Renfrow, will be monitoring the raising and lowering of the pier float pending lake water levels to ensure that our pier will not get damaged during winter storms, etc.

There was a NO PARKING sign installed on the boat ramp, please do not park your vehicle on the boat ramp as it is for launching boats, kayaks, etc. only. Thank you.

D. ARC/CODE ENFORCEMENT – UPDATE

No new updates.

E. SOCIAL COMMITTEE – UPDATE

A. RHHA Partnership with local Food Pantry – food drive events

RHHA is once again holding a food drive for the Kelseyville Food Pantry. This food drive will be held until February 12, 2022. Donations accepted at RHHA office between 10 and 3 weekdays.

B. Upcoming Events- pending COVID status; no upcoming events planned yet.

F. OPEN FORUM

G. ADJOURNMENT OF MEETING - Meeting adjourned at 3:05 PM

**The Next Monthly Board Meeting will be held at 2:00 pm Wednesday, March 2, 2022 at the Clubhouse. Contact the RHHA for more information.
Executive Session will immediately follow Board Meeting.**