

RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION
3040 RIVIERA HEIGHTS DRIVE
KELSEYVILLE, CA., 95451

MONTHLY HOMEOWNERS' MEETING APRIL 4, 2018

CALL TO ORDER:

The meeting was called to order at 2:10PM by President, Kathy Andre

ROLL CALL:

Kathy Andre, President
Elma Duncan, 2nd Vice-President
Barbara Meconi, Secretary
Jessica Johnson, Office Manager

ABSENT:

Susan McGurgan, Vice-President
Victoria Robinson, Treasurer

Kathy announced the passing of Bob & Karin Armstrong, long-time residents of RHHA.

FINANCIALS – READ BY ELMA DUNCAN:

BANK BALANCES AS OF 3/21/18:

• OPERATING CHECKING	\$ 82,131
• MONEY MARKET	19,045
• FIRE ABATEMENT	1,689
• ARC	<u>25</u>
<u>Total Operating Accounts</u>	<u>\$ 102,890</u>

• Umpqua Reserve Ckg.	\$ 52,642
• Westamerica Reserve Ckg.	83,833
• Reserve Fund CD	<u>100,894</u>
<u>Total Reserve Accounts</u>	<u>\$ 237,369</u>

CASH RECEIPTS THROUGH JANUARY, 2018:

Cash receipts through January were \$223,000. Of this total, \$202,500 has been collected in HOA Dues, (the current year as well as prior years) with the remaining amount received for late charges, fines, transfer and escrow fees, miscellaneous income and interest. As of February 28th, 7.4% of the 2017/2018 annual dues remain uncollected.

On an accrual basis, year to date total income is \$234,288. One fine of \$1,500 was rescinded in February as the owner cleared his lot and came into compliance. Total expenses through February were \$130,552, resulting in net income of \$103,737.

There was one property transfer in February and a total of 18 transfers since July.

The Association hired John Goss, Backhoe & Sewer, to remove the old pump house and storage building at the Marina in February after it had been vandalized. This was covered by insurance.

The budgeting process for the 2018/2019 fiscal year began in March.

WATER UPDATE:

Lynette Fishel-Dunbar shared that grants for both the water treatment plant and water tanks were still pending approval. Lynette will write article on the water status update for our next RHHA newsletter.

OFFICE ISSUES:

Kathy and Jessica are working on the RHHA Newsletter which will be coming out shortly.

COLLECTIONS:

Bruce Kupferman RHHA Collection Representative, has taken another homeowner to Small Claims Court. This property owner owed past dues/assessments. The case was won by RHHA and a judgement in the amount of \$5,000 plus costs in the amount of \$115.00 was awarded to RHHA.

ANNUAL DISCLOSURES/BUDGET/RESERVE STUDY

Work on RHHA ANNUAL DISCLOSURES and budget preparation for fiscal year 2018/2019 is underway. This also requires an annual update of the RHHA Reserve Study.

Our first Reserve Study was done for the 2017/2018 fiscal year, and must be updated to reflect projects that were completed, projects that were delayed and emergency reserve expenditures, updates, etc. We must go through this Reserve Study line item by line item and identify what has changed. A Full Reserve Study (with site inspection) must, by law, be done every 3 years. A annual reserve update is required to be done in the interim years, as numerous things change throughout the year, and we are required to ensure that we are on the best financial track possible for current and future reserve funding. This year, for example, we removed the antiquated water pump house at the Marina due to extensive vandalism. A future reserve expenditure of \$20,000 for maintenance on the pump house was allocated in the 2017/2018 reserve study; however, since it has had to be demolished after the vandalism, this change will be reflected in the 2018/2019 reserve study update and money will now be re-allocated accordingly.

Also, the RHHA Reserve Contribution in 2017/2018 fiscal year will be \$48,000 total, an \$8,000 increase over last year's reserve contribution of \$40,000.

DISCLOSURES & UPDATING CC&R'S AND BY-LAWS:

We are starting the process of updating our CC&R'S and BY LAWS, which have not been updated since 2004. Many state laws and Davis-Stirling requirements have changed since then, which impact our existing governing documents (i.e. cultivation of marijuana in an association, short-term rentals, voting requirements, etc.). We are currently obtaining bids for this major project. This process would take about 6 months and will fall into next year's budget. We will put together a committee for this project

which requires mailing of updated documents for review and voting by membership to approve revisions. Input is important in this process and we are asking homeowners for any ideas they may have.

SECURITY CAMERA:

The Board has voted to have an additional security camera installed in our front office. This camera will be voice activated. This has become necessary since there has been incidents of homeowners being aggressive with staff.

KONOCTI HARBOR REOPENING:

A recent newspaper article has confirmed the sale of Konocti Harbor Inn. There is extensive remodeling planned over the next two years. Hopefully, this will boost the economy of Lake County.

H.C.WELLS PROPERTY:

H.C. Wells property consisting of 176 acres in the "wilderness area" on Mt. Konocti, is in escrow. It is being purchased by real estate developer Charles Von Smidt. He met with the Board last week and shared that he and his wife will be building a private home and vineyard on this property, with a 500' defensible space perimeter around the home, a well, etc. He asked RHHA's permission for electrical line access through 7195 Grande Vista Drive, common area property owned by RHHA. We are researching our CC&R's/BY-LAWS regarding this matter. No action will be taken until escrow closes on the property and we determine what the benefits or negative impacts, if any, this may have on the association. This may also take a full membership vote to approve any access requests.

FIREWISE UPDATE:

Jim Comisky has thus far inspected 295 properties. Of the 295 properties inspected, 15 of those have been rated as a high fire danger, 12 have been rated medium fire danger and 26 rated low. The remainder of the properties had no violations and the reports were mailed to the homeowner. Those properties that are rated high and medium are being added to our fire abatement tracking system for follow up.

RHHA COMMON AREAS:

As part of the Mt. Konocti Interface Fuel project, Cal fire along with the California Conservation Core, have cut firebreaks and done controlled burns, removing dense underbrush and fire fuels in locations between RHHA and Mr. Konocti (wilderness road area and behind Skyline Drive). The fire breaks create a defensible space for CAL FIRE in fighting wildfires, protecting RHHA.

Timberline Management has cleared a section of RHHA common area land at 7195 Grande Vista Drive, creating a fire break and defensible space zone for neighboring homeowners. Two years ago, RHHA cut a fire break behind Westridge Drive. The Board voted and approved a bid from Timberline Management to expand the fire break and clear dense brush in this high fire danger area where RHHA is most vulnerable from wildfires. As this is a steep downhill slope, the only way to clear brush was by doing controlled burns. We met with Timberline Management and Kelseyville Fire Protection on 3/27/18 in order to obtain approval to do control burns on RHHA property. FPD gave their support and referred us to Air Quality, the next step in getting the permit. We obtained the smoke/burn permit plan on 4/3/18. This permit is valid through April. We also obtained permission from Doug Bridges, RHHA homeowner to use his property for access to the firebreak work site. Work will possibly begin tomorrow on 4/5/18. This project will take 2-3 days plus. We have notified homeowners.

7560 Evergreen Drive is the next RHHA property to be addressed as this RHHA-owned property also needs additional clearing for a fire break, should fire come up hill from the Black Forest/Buckingham area.

KONOCTI AREA FIRE SAFETY COUNCIL:

At the joint meeting with the Konocti Fire Safe Council the three Riviera's, Buckingham and Soda Bay associations attended. Topics discussed included evacuation, sirens, and lot clearing in the Black Forest. CAL FIRE Battalion Chief Sean O'Hara was a round table participant and guest speaker. Cal Fire went through evacuation procedures and assures us getting people evacuated in the event of wildfire is their priority.

CAL FIRE & CALTRANS & PG&E:

Cal Fire, is working with Caltrans cutting back brush along Soda Bay Road to mitigate fire fuels. PG&E is launching new fire mitigation program to remove more brush and weeds near the power lines.

CODE ENFORCEMENT:

045-226-110 - Complaints of loud noises, hammering, sawing, inside this house during the middle of the night. Neighbors were concerned that the house was being vandalized. Sheriff was called as well as the homeowner and found it was the tenants doing the work. Tenants notified to stop working on the house at night. Owners have put property up for sale and tenants will be moving out shortly.

045-226-010 – hearing letter sent to homeowner regarding CC&R violations for temporary storage structure and raising farm animals.

ARC:

045-281-100 – Responded to complaints from neighbors regarding people/vehicles at house which was still listed as a pending real estate sale. Real Estate Company contacted and advised that property is In escrow for short sale and owner has given buyer permission to begin work on exterior improvements (fallen fence, stairs in need of repair). Buyer contacted and informed an ARC application is required.

045-282-060 – HOA President and husband purchased this lot. ARC application approved for tree removal.

045-261-200 – Shoring up wooden retaining wall; house for sale. ARC application needed.

045-161-100 – New roof being put on by Mike's Roofing; ARC application submitted and approved.

TREE REMOVAL:

RHHA MARINA – large dead pine tree has been cut down, branches chipped and trunk sections hauled off by Adam Nichols Tree Service. This was a reserve expense.

045-152-150 – Large Walnut branch hanging over neighboring houses' deck has been removed by Adam Nichols Tree Service.

045-273-110 – Owner responded to hearing letter by hiring Adam Nichols Tree Service to remove 1 large and 1 small dead pine tree. High fire hazard. Check received from owner.

045-261-170 – Tree on property coming down with danger of it falling onto Riviera Heights Drive. Owner contacted on 3/24 and authorized RHHA to remove ASAP. Owner sending check for cost of tree removal. Adam Nichols Tree Service will cut tree down on 3/26/18.

045-152-040 – Follow up letter regarding status of 2 trees on her property. Called Lake County Department of Public Works to have large dead tree on front of lot removed.

045-293-040 – Tree has fallen. Working with LC Department of Public Works to have tree removed from property. Unsure if this is County property. Spoke with owner to advise them of pending situation.

MARINA UPDATE:

Owners of access road at top of Marina drive have said they will allow RHHA to move the gate closer to Soda Bay Road. Moving gate closer will help stop illegal activity that has been taking place on this road section. We will work with Access road owners to finalize arrangement for gate re-location and are appreciative of their cooperation. Bid received from Daryl Davis Fabrication for this work.

Erosion issues and signage at Marina are also being addressed.

RHHA SOCIAL CLUB UPDATE:

ART CHEESE & WINE EVENT:

This event is scheduled for April 13th; however, it may be pushed back until sometime in May.

MAY MOTHER'S DAY TEA:

The Mother's Day Tea event which will be held on May 12th at 2:00PM at the Clubhouse will be co-hosted by the RHHA Social Committee and Sophie & Jamie Sells (Sophie Sells, owner of Sophie's Day Spa in Kelseyville, and Jamie Sells, from Traditions Antiques in Lakeport) will be providing decorations, finger sandwiches, etc.

OPEN FORUM:

Rosalie Schmaltz complained of a large branch from the neighbor's pine tree is hanging on her property. There is another branch, partially cracked, she thinks may be endanger of falling. Kathy said she would go and look at branch and contact owners.

The meeting was adjourned at 3:50PM

Minutes Respectfully submitted by Barbara Meconi, Secretary

Approved by Kathy Andre, President
