

**RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION**  
**BOARD MEETING**  
**WEDNESDAY, DECEMBER 2, 2020**

**Minutes**

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

1. **MEETING CALL TO ORDER at 2:05 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 November 4, 2020**

Approved as presented

**4. OFFICE ISSUES/FINANCIAL REPORTS**

- A. **Account Balances**
  - Operating Checking \$185,225
  - Money Market \$19,060
  - Fire Abatement \$1,089
  - ARC
  - Reserve Checking Total of \$260,845
  
- B. **Financial statements** President Andre reported on annual expenses of \$81,314, of which 28% was administrative, 51% payroll, 9% maintenance, & 13% utilities
  
- C. **HOA Dues for 2019/2020 received to date**
  - Collected
  - Outstanding

President Andre reported that there were 4 property transfers in October, and 16 since July 2020.

**PRESIDENTS REPORT:**

**A. CLUB HOUSE – UPDATE**

a. **Plumbing repair** President reported on ongoing efforts to repair the water leak in the sprinkler system, and efforts to have expenses refunded by the Special Districts.

b. **Roof repair – NEW BUSINESS** President reported that there were leaks in the clubhouse roof, necessitating repairs. Cost not yet known.

**B. SWIMMING POOL – UPDATE**

a. **Pool sand filter installed** Project complete

**B. FIREWISE - UPDATE:**

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

B. **Benefit Zone Program - update**

C. **Fire Station- taskforce update**

D. **Firewise Recognition 2020 – application approved**

E. **Chipper days held**

F. **On-going work with property owners to abate properties in non-compliance**

G. **Reduce fuel load now – work on 5' safety zone and limbing up trees**

H. **Burn ban lifted**

Updates were provided on the topics listed above related to the Firewise program.

**C. MARINA COMMITTEE – UPDATE**

A. **Permit process for marina pier construction -status report**

B. **Security Cameras – contracts approved**

Report on the efforts to repair the marina pier was given. Everything looks like a “GO” pending enough rainfall to allow the contractor to get the equipment in to the cove. Currently the Lake level is too low.

**F. ARC COMMITTEE – UPDATE**

**G. CODE ENFORCEMENT – UPDATE**

**H. WATER – UPDATE**

**I. SOCIAL COMMITTEE – NEW**

A. **Christmas Toy & Food Drive** Reported on efforts to hold a food and toy drive, drop off at the clubhouse only.

**J. OPEN FORUM** Comments from the residents partipating via Zoom.

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

**The next monthly Board Meeting will be held on Wednesday, January 6, 2020 at 2:00PM via teleconference, pending Covid-19 Shelter in Place Orders. Contact the RHHA for more information.**