

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

HOMEOWNERS' BOARD MEETING FEBRUARY 6, 2019

CALLED TO ORDER:

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

BOARD MEMBERS PRESENT:

Kathy Andre, President
Susan McGurgan, Vice-President
Chris Welch, 2nd Vice-President
Victoria Robinson, Treasurer
Barbara Meconi, Secretary

The minutes were approved as presented.

FINANCIAL REPORT (Bank Balances as of 1/31/19):

Operating Checking	\$ 95,565
Money Market	19,050
Fire Abatement	<u>1,089</u>

Total – Operating Accounts \$ 115,704

RESERVE ACCOUNTS:

Umpqua Reserve Checking	\$ 37,307
Westamerica Reserve Checking	131,631
Reserve Fund CD	<u>101,805</u>

Total – Reserve Accounts \$ 270,743

ARC ACCOUNT: \$ 5,025

1. Cash receipts through December were \$155,393. Of this total \$1,444,670 was collected in HOA Dues with the remaining amount received for transfer and escrow fees, clubhouse rental, fines, and miscellaneous income. Cash expenses through December were \$106,450.

2. On an accrual basis, total income through December was \$231,675 and total expenses were \$101,643, resulting in year-to-date net income of \$130,032. Year-to-date payroll expenses are five percent over budget at \$42,930. The annual payroll budget is \$81,222.

3. The accounts receivable balance for current year homeowner dues as of January 30th were \$17,715. Of the \$213,426 charged in July, 91 percent has been collected.

4. There were three property transfers in December, and a total of 19 this fiscal year through December.
5. As mentioned last month, \$24,000 was transferred from the operating checking account to the WestAmerica reserve checking account. This amount represents half of the budgeted \$48,000 reserve transfer for the year.

PRESIDENT'S REPORT:

- Clubhouse had a minor roof repair caused by a leak around the fireplace flashing. Repair was done by Humberto's Roofing at the cost of \$350.00.
- Water leak at Clubhouse meter was repaired by Special Districts.
- After the Board meeting, an executive session is being held to vote on bids for water leak repairs/parts replacement needed in the pool bathrooms

FIREWISE:

On March 2, 2019 between 10AM and 12PM Mike Jones from the Department of Forestry will join us at the Clubhouse to present a Fire Safety Seminar to our homeowners and tenants. He will be discussing how to create five (5) feet of defensible space around our homes. Representatives from nearby HOA's will also be invited to attend. This is a new program focusing on fixes around the immediate perimeter of your home that could potentially save your lives and property in the event of a wildfire.

On February 12, 2019 RHHA Board of Directors and Mike Jones will do an inspection of the RHHA community for fire abatement assessment. The purpose of this is to prioritize our fire abatement efforts to date and focus on projects that need immediate attention, particularly in RHHA common areas.

FIRE INSPECTIONS AROUND RHHA:

Firewise Committee met with Jim Comisky this morning in order to discuss our up-coming fire-safety property inspections of all properties in RHHA. The inspections will begin on April 8, 2019 and should be completed by May 15, 2019. Homeowners will receive a copy of their inspection form and notification of fire risks that need to be cured on their property. take advantage of our Chipper Day program which will be held on June 6 & 7th. A reminder letter will be sent out to homeowners with this information.

This year, the BOD has proposed we charge an Administrative fee on top of any Fire Abatement fine assessments for those who are not in compliance because of the extra costs and time this creates. The fines will start at \$100. If the property is not cleared within 30 days after the first notice, the fine will increase in \$50 monthly increments.

Rob Brown's proposed Proposition 218 ballots will be going out to all homeowners located within the proposed boundaries. Riviera Heights is referred to as "Zone of Benefit Riviera Heights of CSA No. 23. This proposition has the full support of the BOD as this is one of the few options, we currently have for the County to clear Tax defaulted lots of fire fuels. A "YES" VOTE WILL AUTHORIZE THE County to levy a one-time assessment for the enhanced preventative road maintenance and the reduction of fire fuel.

Assessments will be calculated in accordance with the size of your property as follows:

- \$100 for lots under one acre in size
- \$200 for lots between one and five acres in size
- \$300 for lots greater than five acres in size

Ballots will be counted at a Public Hearing on March 26, 2019 at 9:30am at the Courthouse in Lakeport.

CODE ENFORCEMENT:

Barking dog complaint against APN 045-151-230 working on resolving

ARC:

BOD met with Property owner APN 045-261-090 regarding his plans for new construction on Evergreen Drive. ARC is reviewing this.

Property Owner APN 045-263-030 new construction has stalled. A letter has been sent to property owner requesting update on cause of delay and potential loss of \$5,000 construction deposit if project does not move forward in a timely manner.

PROPERTY FORECLOSURE:

APN 045-183-110 went into foreclosure and was sold at auction. Because of this, RHHA will have to write off the outstanding debt on this account as it is now uncollectible.

MARINA COMMITTEE UPDATE:

Chris has been pursuing bids to repair the erosion problems at the Marina as well as additional security cameras. The float deck surface also needs some repairs.

SOCIAL COMMITTEE:

Will be holding a St. Patrick's Day event on Sunday, March 17th between 2pm and 5pm at the Clubhouse. Price will be \$10 for adults. Children 12 & under are free. They will be serving Irish appetizers, and desserts. Refreshments include Beer; Irish Coffee.

WATER PRESENTATION by LYNETTE FISHEL AMSDEN:

Lynette Fishel Amsden reported that we are waiting for a part from Germany for the new ozone generator. As soon as it is installed, we can have an inspection from the County and will be able to move forward. Water tank installation was scheduled to start this January, but delayed due to rain/snow. Installation will occur in February, pending weather.

OPEN FORUM:

No topics.

The meeting was adjourned at 3:15PM

Minutes respectfully submitted by Barbara Meconi, Secretary

Approved by Kathy Andre, President _____