

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

MONTHLY HOMEOWNERS' ASSOCIATION MEETING SEPTEMBER 5, 2018

CALL TO ORDER:

The meeting was called to order at 2:06PM by President Kathy Andre. Board members were introduced.

ROLL CALL:

Kathy Andre, President
Susan McGurgan, Vice-President
Victoria Robinson, Treasurer
Barbara Meconi, Secretary

ABSENT:

Chris Welch, 2nd Vice-President

MINUTES:

Minutes from the August 8, 2018 Board Meeting were approved as presented. Copies were available at the meeting.

FINANCIAL REPORT as read by Victoria Robinson:

• Operating Checking	\$ 159,037
• Money Market	19,048
• Fire Abatement	<u>1,589</u>
TOTAL OPERATING ACCOUNTS	\$ 179,674
• Umpqua Reserve Checking	\$ 37,534
• Westamerica Reserve Check.	107,833
• Reserve Fund CD	<u>100,894</u>
TOTAL RESERVE ACCOUNTS	\$ 246,261
• ARC	\$ 5,025

FINANCIAL REPORT:

The annual dues for 2018-2019 fiscal year were assessed on July 1st. A total of 639 properties were charged resulting in assessment income of \$213,426 (accrual basis). Based on the Accounts Receivable Summary, roughly \$47,500 remains unpaid or 22%. Many owners paid the current year dues prior to the end of June.

Cash receipts in July were \$69,700. Of this total, \$68,460 was collected in HOA dues with the remaining amount received for transfer and escrow fees, clubhouse rental, and miscellaneous income.

*There were five property transfers in July.

*As a reminder, late charges will be assessed as of today, September 5th on unpaid balances.

The annual review meeting by Zach Pehling of Pehling&Pehling CPA's was conducted on August 23, 2018. Zach Pehling was pleased that we had funded \$48,000 to our Reserve Fund Account prior to year-end. There is an estimated excess of \$14,000 in operating account at year-end, and CPA suggested putting this in the RHHA money-market account at Umpqua Bank. He also suggested transferring all reserve fund accounts into one banking institution instead of having reserve funds at two separate banks. The funds were set up at two separate banks because FDIC does not insure accounts that are in excess of \$250,000, it was necessary for us to transfer some monies from Umpqua Bank to West America to protect RHHA financially. All our Reserve money will be moved to West America Bank.

*The annual Reserve Study update is a reserve fund expense.

*Zach Pehling advised us to use the balance in our fire abatement account to help pay for lot clearing of deceased owners because of the current high fire risk they create. He advised us NOT to clear abandoned properties whose owners are still alive.

COLLECTIONS:

Collections Representative Bruce Kupferman collected over \$55,000 since June 2017. Because of his efforts, and those of Jessica Johnson, Mary Terou, and the BOD, we ended the RHHA fiscal year in the black.

MANAGERS REPORT:

WEST NILE VIRUS:

Kathy was asked by a homeowner to share information about the West Nile Virus being found in Upper Lake. This is a mosquito-transmitted virus. Standing Water is a common place for Mosquitos to breed. See article in Lake County Record Bee.

NIXEL ALERT:

Nixel Alert siren testing will take place at Cobb/Middletown locations at 4:00Pm today. The Board had looked into the possibility of having sirens installed here; however, they were very costly, and may not be as effective because of Mt.Konocti blocking sound.

FIRE DEPARTMENT CUTBACKS:

Kathy spoke briefly about another article in the Record Bee regarding cut backs of the fire department staffing. It is very disconcerting that given the fires we have already experienced this summer that the fire department, due to budget constraints, is reducing staffing of firemen.

POOL:

The pool will remain open until the end of September. It has been a very bad Summer because of the poor air quality and smoke caused by the fires.

An electrical problem in the pump room that was temporarily repaired by Dan Otte Electric. The wiring needs updating as it has been jerry-rigged over time. Therefore, once the pool is closed Dan Otte will completely revamp the wiring bringing it up to code.

MARINA:

The bar-b-cues at the Marina are now closed. We have installed locked covers over the barbeque pits to prevent usage. New signage has been installed prohibiting fires/barbeques. The empty barbeque pit,

the one without the grill, has been cemented. Closure of the barbeque pit is because of a recent dangerous fire incident that occurred which could have had dire consequences.

In a second incident at the Marina last month, our surveillance cameras were stolen. Upon reviewing the camera video recordings, the suspect, while taking the cameras, also took his own picture. Sheriff was contacted. Suspect identified as someone doing work for an RHHA homeowner. The homeowner was sent a hearing letter to which he immediately responded. The homeowner has agreed to pay a fine of \$1,200, for this act of vandalism. Property is currently for sale.

CODE ENFORCEMENT:

In support of homeowners and Country Air Properties, Kathy and Bonnie attended a court hearing for a RHHA tenant that had been evicted but has refused to leave. The tenant has been given ample time to find new housing. The case went into mediation and the tenant was given until September 14th to vacate the premises.

FIREWISE:

*We are in the process of applying for 2019 Firewise approved status. We became a Firewise Community in 2017 and must reapply each year in order to keep our approved FIREWISE status.

FALL CHIPPER DAYS OR HAULING BRUSH:

Because so many more homeowners continue to clear their properties, the Board has voted to schedule a day for hauling brush or chipping. We have tentatively scheduled this for September 28, 2018 between 8AM and 5:00PM. We are still trying to coordinate this project with Timberline Management. All homeowners are invited to participate. They must stack brush at the curb, just as we do for Chipper Day. No palm tree fronds, poison oak or anything with thorns will be accepted. A final date for this fall Chipper Day program will be announced.

LOTS CLEARED BY MONTH:

JUNE 19 LOTS CLEARED with 59 PENDING (SEE ATTACHED SPREAD SHEET)

JULY 32 LOTS CLEARED with 43 PENDING

AUG. 18 LOTS CLEARED with 49 PENDING

We continue to work directly with homeowners to have their properties cleared. We do this by first contacting them via letter according to Davis Stirling protocol; getting bids for them; arranging for lot clearing if needed after they have chosen the vendor and paid for the work to be done.

In the past few weeks we have collected over \$10,200 from homeowners to have their properties cleared. The Board voted to assess fines equal to the cost of clearing the properties if the fire abatement violation is not resolved.

DECEASED OWNERS PROPERTY:

At last month's Board meeting the members present, along with the BOD, voted in favor of clearing 8 lots of deceased RHHA property owners. Because of monies brought in through collections efforts this past year, we will not have to do a special assessment and our homeowners will not have to come "out-of-pocket" for this expense. The cost of clearing these eight vacant lots is estimated at \$7-8,000. After the properties are cleared, it will be necessary to maintain them by spraying each year.

As required by law, fire abatement notices were sent out to all 8 deceased owners on 8/14/18. These eight properties pose serious fire risks and are in tax default, with past due HOA accounts. On 8/29/18,

after hearing dates, individual fines will be posted to each account for the cost of having the lot cleared. Photos have been taken of each lot for our records. Work will begin on 9/15/18.

VOLUNTEER FIRE STATION:

As we mentioned at our last meeting, Eric Andre, RHHA homeowner, called asking what, if anything, could be done to get our volunteer fire station back. Eric will look into this and present some ideas to the Board. We all hope that this is a possibility as our fire insurance has sky-rocketed since we lost our station.

ARC:

045-162-080 – owner has submitted application for a height variance request Per our CC&R's, letters were sent out to the immediate surrounding neighbors to obtain their input regarding the variance request.

WATER UPDATE by Lynette Fishel-Dunbar:

- Ozone Generators are waiting to be delivered from Oakland.
- The new water storage tanks are ready to be installed by November or December.
- Water service will not be interrupted during installation of the new tanks.
- Once this is completed, hopefully the building moratorium will be lifted.
- RHHA Homeowners have already paid for this. No further out-of-pocket expenses.
- Our water quality will improve.

SOCIAL COMMITTEE:

The RHHA Social Committee announced their up-coming Italian Night Dinner that will be prepared by Chef Luciano Meconi. The dinner will be held on September 21, 2018. The menu, cost, and time will be announced next week. Because seating will be limited and it is by reservation only. Tickets will be sold at the RHHA Clubhouse.

The Social Committee will be hosting a Halloween Costume Party on Saturday, October 27th. The party will be held at the Clubhouse. Details will be announced later.

The meeting was adjourned at 3:15

The next Monthly Board Meeting will be held on Wednesday, October 3, 2018

Minutes Respectfully Submitted by Barbara Meconi, Secretary

Approved by Kathy Andre, President _____