

**Minutes**  
**RIVIERA HEIGHTS HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**

THURSDAY, DECEMBER 5<sup>th</sup>, 2024

- **MEETING CALL TO ORDER**

Meeting called to order at 2:05pm

- **ROLL CALL**

Board Members:

Kathy Andre, President - present

Susan McGurgan, Vice President - present

Antony Bisaccio, 2<sup>nd</sup> Vice President – absent

Vicky Lauritzen, Treasurer – present

Chris Welch, Secretary – present

- **APPROVAL OF MINUTES – November 7, 2024, Board Meeting**

Board Members unanimously approved and adopted minutes from Board Meeting

- **TREASURER'S REPORT:**

- Account Balances/Recap report for December of 2024 were reported by Vicky Lauritzen, Treasurer. These reports were available as handouts to members in attendance.

- **CLUBHOUSE/OFFICE:**

- Clubhouse/KFSC Printer-update

HP Printer owned by Konocti Fire Safe Council has been replaced and the malfunctioning printer has been sent back to the manufacturer at their expense.

- RHHHA Clubhouse Parking Lot – Asphalt/Overlay

The current condition of the parking lot is being addressed, and the Board is obtaining bids from S&K Seal & Stripe regarding parking lot asphalt overlay, which are included in our reserve study.

- Light/Fan Fixtures – Repair/Replace

Fixing the light and ceiling fans, will be replaced with new ones.

- Christmas Holiday Office Schedule

RHHHA Office will be closed the week of Christmas Dec 23<sup>rd</sup> through 27<sup>th</sup> and the week of New Years, December 30<sup>th</sup> through January 3<sup>rd</sup>.

- January 2025 Board Meeting to be held on Thursday, January 9, 2025.

- Post Office Boxes/Hutches
- USPS has requested the home Mailboxes and Hutches be lifted to a height of 44 to 46 inches, as they have bought new delivery trucks that are higher. There is no stated deadline to have this completed, but it will be a nationwide requirement.
- Welcome Letter to new RHHA property owners – updating-Board to approve.  
Updating Welcome Letter with greater detail and Fire Safe issues in this area. Transforming it from a Welcome Letter to a Welcome Packet. Packet needs to be reviewed and approved by the board.
- Organizational project list for upcoming fiscal year  
Creating a calendar showing what needs to be done each month.
- Collection efforts for outstanding fines (ARC, CE, Fire Abatement)  
Bruce is working on fire collections, including ARC, CE and FA fines.

## **PRESIDENTS REPORT:**

- **RHHA FIREWISE - UPDATE:**  
Property Fire Risk on-going non-compliance/re-inspections
- Inspections are still ongoing we are 87% clear at this point and are continuing our efforts to get more properties cleared.
- Firewise USA Renewal – APPROVED-Received 2024-2025 Firewise Certificate  
We will send out a copy of the certificates to the homeowners so they can submit to their insurance for a discount.
- Reflect to Protect address signs – updates
- The Sherriff's Association will not be handling the Reflect to Protect program anymore. This is now being taken over by NCO (North Coast Opportunities). Konocti Fire Save Council is working with them to get a new program together.
- Fire Mitigation on RHHA common area properties:  
Use of goats/grazing on CAL Fire fuel breaks surrounding RHHA continues. Goats will be leaving soon. Not as effective this year as previous years because they started later, and the grasses were too dry, so the goats weren't as interested in them. CLERC has committed to bring the goats back this spring.
- Benefit Zone  
The county has finally provided RHHA with funds and revenues regarding the BZ program, which are being reviewed.
- Fall Chipper Days event results – November 14<sup>th</sup> & 15<sup>th</sup>  
We did 65 properties this Fall, which is more than the previous years.
- **KONOCTI FIRE SAFE COUNCIL –**
- KFSC Community Wildfire Protection Plan (CWPP) - Oct. 30, 2024  
Will come back to this later.
- California Emergency Response Corp (CERC) - Mitigation Support Projects  
Will be working with us to do some mitigation work on a volunteer basis.

- **CODE ENFORCEMENT/ARC** – Ongoing follow-ups with owners who are in non-compliance
- **MARINA –**
- **Damage to Marina Float from boat incident-update**  
We are evaluating an incident that happened at the marina, in which a boat that was tied to the float may have caused damage to the platform. This issue will continue in executive session, as this may have involved a homeowner and their guest.
- **SOCIAL COMMITTEE:**
- **RHHA Craft Fair- November 9, 2024 – SUCCESSFUL**  
The Craft Fair was very successful. The social committee made a small profit, which will be used to fund other events.
- **RHHA Evening with Santa- December 19, 2024**

#### **OPEN FORUM**

- **H. ADJOURNMENT OF MEETING** at 3:16pm

**\*Executive Session will immediately follow the December 5, 2024, Board Meeting\***

**\*Next RHHA Board Meeting will be held on Thursday, January 9, 2025, at 2pm\***