

## ***RIVIERA HEIGHTS HOMEOWNERS' ASSOCIATION***

### **Miscellaneous Disclosures**

**Secondary Address.** Property owners have the right to submit a secondary address for purposes of collection notices.

**Right to Annual Report.** Property owners have a right to receive a financial report.

**Rights to Minutes.** Members have the right to receive draft or final minutes of open board meetings within 30 days of the meeting. These minutes are available in the homeowner association office and on the website at [www.rivieraheights.com](http://www.rivieraheights.com). They are also posted in the display cases at the clubhouse.

**Architectural Procedures.** Architectural procedures, guidelines and applications are available in the homeowner association office and on the website at [www.rivieraheights.com](http://www.rivieraheights.com).

**Security.** Members are responsible for their own safety and security. Owners should take normal precautions such as locking doors, avoiding dangerous situations, installing alarms, etc.

**Board Meetings.** Board meetings are held on the first Wednesday of every month at 2:00 P.M. in the clubhouse located at 3040 Riviera Heights Drive, Kelseyville, CA. The agenda is distributed throughout the community and displayed in the display cases at the clubhouse in advance of every meeting. In the event a board meeting date or time is changed the information will be distributed throughout the community and displayed in the display cases at the clubhouse.

**Tobacco Free Zone. No Nicotine.** The pool area is a tobacco/smoking free zone including e-cigs. Violation could result in privileges being revoked.

**No Fireworks or Open Fires.** Fireworks or open fires are never allowed within the boundaries of Riviera Heights Homeowners' Association. One less spark one less fire!

**Dumping Personal Trash.** Dumping of personal trash in common areas is prohibited.

**Trash cans.** Trash cans must be retrieved and properly stored within 24 hours of service.

**Election/Voting.** Only one (1) vote per property owner will be accepted regardless of the number of properties owned.

**Reserve Study.** The RHHA Board of Directors has approved conducting a Reserve Funding Study for Fiscal Year 2016-2017.

**Clubhouse Renting.** The clubhouse will be open to the public for rental providing an additional income source for the association.

**Collections.** The RHHA Board of Directors has partnered with the Credit Bureau of Ukiah to pursue collections of HOA delinquent accounts. After reasonable collection efforts have been exhausted.

**No Illegal Growing.** No illegal growing, cultivation or processing of marijuana or other illegal substances of any kind is allowed in the Riviera Heights Homeowners' Association. Any and all legal action will be taken to enforce this.