

**MINUTES**  
**RIVIERA HEIGHTS HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**  
**THURSDAY, OCTOBER 3, 2024**

- **MEETING CALL TO ORDER**

Meeting called to order at 2:01pm

- **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** – From August 8<sup>th</sup> Monthly Board Meeting

Board Members unanimously approved and adopted minutes from Board Meeting

- **TREASURER’S REPORT:**

- Account Balances/Recap from August of 2024 were reported by Vicky Lauritzen, Treasurer  
These reports were available as handouts to members in attendance

- **CLUBHOUSE/OFFICE:**

- **Bank Accounts Changing from Umpqua Bank SBMC**

RHHA is in the process of closing and transferring all RHHA Bank accounts from Umpqua Bank to new accounts at Savings Bank of Mendocino County SBMC. This change was previously approved by the Board because of fraud issues and how Umpqua bank failed to work with RHHA to resolve the issue.

- **Annual Financial Review – Zach Pehling; Held August 9, 2024**

Completed report has just been received, that report makes up the main component of the Annual Fall Disclosures which will go out this month to all RHHA Homeowners.

- **Tax Preparation being handled by Aaron Obenyah CPA of Ukiah**

Now that the Financial Review is done Aaron Obenyah will be working on the Tax Preparation.

- **Fall Disclosures mailing to owners October 2024**

- **Bookkeeping transitioning and restructuring with Terou Business Svcs. LLC; new part time bookkeeper hired for RHHA**

New part-time in-house bookkeeper Cathy Frank working from RHHA offices will coordinate with Mary Terou of Terou Business Svcs. LLC for all RHHA accounting duties. Cathy Frank will be taking most of the day-to-day bookkeeping duties while Mary Terou will be continuing to do most of the monthly reports and in an overview position.

- **Electronic Elections for HOAs approved by CA – AB 2159**

This makes it possible for HOAs to have Electronic Elections such via email and mailing

instead of the current Mailing necessary to every HOA Homeowner. This will save time and money in printing and postage. We also hope that will increase the number of residents participating in the elections.

- **Self-Insurance for HOAs**

RHHA resident Lisa Cambell with her Technology Consulting Company are researching the possibilities of doing “Self-Insurance” for RHHA with other local and/or other California HOAs developing and creating a “Captive Account” to replace current commercial Homeowners Insurance policies, with the goal to reduce premiums.

- **Corporate Transparency ACT**

This will be a new document required by the state to be filled out by every HOA Board Member by the end of 2024.

- **Lake County Revision of General Plan**

The County is developing general plans for all Lake County through the year 2050 and looking for input from residents including HOAs.

- **Court Cases**

RHHA is currently involved in 3 court cases with the same RHHA homeowner. Two cases were dismissed and the third is pending.

- **Clubhouse/KFSC Printer**

RHHA main printer provided by KFSC is shortly being replaced by HP, as it is not properly functioning.

- **RHHA Clubhouse Parking Lot & Subdivision Road Repairs** - Brief discussion

- **Maintenance/repairs-Deferred** to next meeting due to time constraints

## **PRESIDENTS REPORT:**

### **A. RHHA FIREWISE - UPDATE:**

1. **Recent grass fire in Riviera Heights and in Kelseyville Riviera-**

Grass fires in both areas were put out quickly by CAL FIRE. Homeowners in those areas had done a lot of defensible space work around their house, which helped in the spread of fire. Keep up all fire safety efforts at every home and property.

2. **Property Fire Risk re-inspections on-going**

508 properties have been cleared and 117 properties remain in compliance. Of the properties that remain in non-compliance, 40 have been sent to the LC Code Enforcement Division for abatement, via the Benefit Zone program.

3. **Reflect to Protect address signs – updates**

Program goal is to have a reflective address sign to clearly mark every property in the event of fire or medical emergency. KFPD has dropped out of the program and will no longer be making or installing these signs. KFPD also delivered about 30 address signs to the RHHA office. We will look for RHHA residents and/or volunteers to install them. Looking for other ways to proceed with getting and installing additional address signs.

4. **Fire Mitigation on RHHA common area properties:**

- **Fire Mitigation using goats/grazing on CAL Fire fuel breaks surrounding RHHA continues**

Goats are still grazing up the Wilderness area. This fire mitigation project is through a grant with CLERC.

- **Fire Abatement upkeep around Clubhouse & Marina**

Continuing to clear brush and shrubs around the Clubhouse and at the Marina.

**5. Benefit Zone properties submitted to the County by RHHA for fire abatement.**

We had a meeting with the County regarding the Benefit Zone last Friday. The County has announced that they will hire someone to help manage the program.

**6. Fall Chipper Days event – discussion**

Fall Chipper Days event will be done by Timberline Land Management and dates will be announced shortly. Also, we will be receiving some chipping assistance/funding from CLERC.

**B. KONOCTI FIRE SAFE COUNCIL – UPDATE**

Deferring to next Board Meeting

**C. POOL – UPDATE**

Will stay open through this Sunday Oct 6<sup>th</sup> and will close at 7pm for the season. This was voted and approved unanimously by the Board.

**D. CODE ENFORCEMENT & ARC – UPDATE**

Have about 7 major issues/cases that RHHA are addressing now. We've turned over 4 of those cases to the Lake County Code Enforcement Division for assistance in resolving these matters.

**E. MARINA – UPDATE**

RHHA maintenance, Richard, was acknowledged for improving the appearance and safety of the marina.

**F. SOCIAL COMMITTEE:**

- **RHHA Halloween- October 26, 2024**
- **RHHA Craft Fair- November 9, 2024**
- **RHHA Evening with Santa- December 17, 2024**

**G. OPEN FORUM**

**H. ADJOURNMENT OF MEETING at 2:50pm**