

Kelseyville Riviera Community Association Notice of  
meeting: Board of Directors Meeting Agenda  
9689 State Hwy. 281, Kelseyville, CA 95451  
Kelseyville-Riviera.com  
**BOARD MEETING February 2024**  
February 19, 2024 @ 6:00pm

**Zoom meeting info: Meeting ID# 895-**

**2611-0988 password 81013**

Call to order: 0608

Attendance: Sam, Moses, Hilde, Chris

Absent: Tina (manager)-ill, Emily F.(secretary) arrived late at 1901. Sam took notes until Emily F. arrived.

1. Pledge of Allegiance

2. MEETING RULES: Moses - No Audio or video recording allowed by attendees.

However, the Secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined. If a disruption continues the meeting will be adjourned to a later date.

3. Open Forum: Moses - During open forum, each attendee may address the board for up to (3) three minutes. A director or manager may briefly respond to statements made or questions posed. If appropriate, *the Board can discuss creating an agenda item in the future to discuss the issue. Speakers must observe rules of decorum and not engage in other disruptive behavior.* If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the top of this agenda. *NO action or lengthy responses are allowed from Board Members*, during this time. An item can be added to future agendas. If you present a question or concern, please state your purpose and offer a resolution. Disruptive behavior, swearing, or yelling will result in a request to leave. Please raise your hand. When you are called please approach the podium & state your name, this is when your 3 minutes begins.

3. Approval of the Agenda: February 19, 2024 \*added under New Business  
"approval of strategic planning committee and nomination of election (approval of expenditure of 300k).

\*Chris wants to add to the agenda: "wants board to make a decision as to having a member driven association."

4. Approval of the Minutes: January 8<sup>th</sup> 2024 Approval of minutes, Hilde, Sam, Chris, Moses

5. ANNOUNCEMENTS-Moses

6. Treasurer Report: West America Reserve account: \$220,559.14. Bond account \$22,026.00,

Umpqua operating account \$194,172.51,

all balances, check registers, bank statements and financial documents AR, check register, all bills due and adjustments have been reviewed by Board of Directors monthly – no bank statements have been received for January 2024. – Monthly Collections report reviewed. Read by Chris W.

7. Manager's report; Tina Turner – Tina is home recovering from RSV and not able to participate, please see Rivieran for a manager's report. Table, manager ill.

9. Committee Reports:

- i. Fire Safety – \* Chris W. resigned as chairman of fire safety committee. Moses asked Chris to have this submitted in writing.

At 6:30pm on Tuesday February 13, 2024 open meeting (Closed session 6:00pm)

Mike Burmann – statement read by Moses Valdez

- ii. Finance/Budget – Currently accepting applications for this committee tabled

- iii. ACP- Moses December Totals: Moses: Application received for ACP new committee member Steve Profitt – BOD to vote on approval. ACP Committee totals: Re-painting 0 (\*\*YTD 9), Reroofing- 2 (YTD 13), Solar Panels-3 (YTD-25), Fence-0 (YTD 13), Deck-0 (YTD 5), Shed-2 (YTD 4), Misc./Shrub/Gazebo 1 (YTD 17) \*\*(YTD=Year to date) Major Construction New Homes 2 (YTD 4) Major Construction Misc. 1 (YTD 8) Reminder: all home improvement projects should be submitted to the ACP coordinator for information regarding approval process. – a lot of solar panels installed.\*Motion by Chris to vote Steve P to be on ACP committee, Hilde second. Moses and Sam vote in favor.

- iv. Nominating/Elections Committee- Janine Citron Smith -have done posts/send out call for candidates. Potential candidates hesitant due to lawsuit and recall. Follow up with Tina regarding timing of recall election and regular election dates.

- v. Strategic Planning – Janine Citron Smith \*\*motion by Chris to approve up to \$500 for survey monkey/or similar for use by KRCA. 2 by Hilde, all in favor

- vi. Social Committee- April Leiferman- New Rivieran \*\*April L.-provided update. Is planning on selling ad space for funding of social committee.

10. Old Business:

A. Website Update: Tina Turner– Training occurred and the website was handed over to the KRCA-staff is working hard to remove older information and replace it with new.

B. Potential development of properties owned by the association –Tabled -\*\*April L. collecting information, J. Pyska brought up potential for county park.

C. KRCA "fire wise" KRCA BANNER: Emailed received from JUSTIN ALIPIO

ASSISTANT PERMIT ENGINEER- Caltrans and is review -table

D. Pool: Forming a task force to look into the actual cost to build a pool. Emily Finch.-table/add for SP agenda for future agendas. Motion by Chris to move pool to SP heading, 2 by Em, all in favor

E. Member conduct policy sent to attorney for review. -Tabled indefinitely- remove from agenda – Vote needed: -table until May meeting

F. Off Road Vehicles on community streets: See meeting notes from 02.02.2024-board meeting with school board..-possibly to add article to Riverian.

G. Camera in back office(s) and hall have been Installed.

H. Tabled from last meeting- Chris requested to review policy to reduce fire penalty fines. If someone receives a fire safety penalty and have cleared their lot a *ONE TIME reduction of fees* to a \$100.00 administration fee will remain. Instead of waiving all fees. This document was posted on 1.23.2024 and requires a 30 days' time to include any member comment. This must be posted for \*30 days – PRIOR- to a final vote by the board to make it a policy. As it stands it is NOT yet an approved or established policy. \*\*table/need policy included in agenda for members comments and boards final approval.

I. Board policy regarding posting information on the community bulletin board side/ front –New

policy statement posted 1.28.2024. No posting political or religious information. Needs to be posted for 30 days for member input. No Vote required to date. \*\*add as agenda item w/copy of policy for final board vote at next meeting.

- J. Fire Safety Committee – It is in Mike Burmann’s contractual job description to facilitate the Fire Safety Committee meetings. This meeting in the past was facilitated by Chris Weston - because there is a contractual agreement with our Fire Safety Coordinator. Mike Burmann (who started last March 2023) clarification to facilitate the meetings a Vote by Board of Directors required for confirmation purposes. \*\*motion by Hilde for confirm Mike Burmann as “facilitator/fire safety coordinator,” to run meeting (no voting power!) starting feb 20, 2 by Sam, Chris abstain, Emily and Moses in favor. Hilde to notify Mike B. of motion,
- K. Removed from open meeting to executive session (current count of rented properties)
- L. Review of bid(s) for fire safety inspections- Received 1 – Firewise 2000- is the only bid received at this time either a vote to accept or need more bids, is required. \*\*table, need for information from Tina for final vote. (Leaning toward Firewise 2000). Moses to talk with Tina tomorrow. Will hold emergency meeting if action needed sooner than next meeting.

11. New Business:

- 1)Additional Legal information: identified as follows: “Tanya Knowles v. Clearlake Riviera Community Association dba Kelseyville Riviera Community Association CV 424337- FIRST AMENDED COMPLAINT filed Feb 09,2024. \*Please go to the Lake County Courthouse for additional information.
- 2)Timberline bid for chipping program Chipper with 4-man crew \$2400.00 8 hr. day @ \$305.00 per hour and chipper #2 with 4-man crew is \$2520. for 8-hour day \*\*table-need more info. Ask Mike/Tina for input.
- ~~3) Firewise 2000 LLC inspections bid \$12,000.600 (last year 11,400.00) plus computer implementation and translation by Tim Gerk \$8,00.00 (last year no fee).~~
- 4)9366 Paloos Sale. It was voted at the Executive Session on Jan. 8, 2024 to allow the sale of 9366 to be \$2000.00 because there is an unknown risk to the buyer for unresolved lien amounts, Please be advised of the following: “A resolution to sell the property own by the association located at 9633 Paloos Court , Kelseyville, Ca 95451 to Reed and April Leiferman(“Leiferman”) as trustees of their family trust in exchange for Lieberman’s agreement to pay the sum of two thousand dollars (\$2,000.00) plus all transfer tax and other transaction and closing costs, and to assume all accrued property taxes and assume all responsibilities for the fire safety, maintenance, dues, and assessments on the property going forward” – a vote is necessary during open BOD meeting to confirm sale. \*\*motion by Emily, 2 by Chirs, all in favor (Sam out of room-did not vote)
- 5) Request by AA group to meet on Thursday nights from 06:00pm-09:00pm received for children and survivors of AA. (of note there are several AA affiliated groups that meet on Wed and Friday evenings for donated amount(s) to the KRCA – donations began 01.2024) \*\*table/see application.  
\*\*add agenda item to next meeting: time limit on meeting applications?

Adjourn: 2021

Signatures \_\_\_\_\_ date \_\_\_\_\_

Signature required from Secretary of KRCA- with any corrections noted)

\*Attachments available at physical meeting 02.19.2024- Committee Reports, Rivieran, Balance Sheet, committee applications, application for candidate – regular session and application for candidate – recall session. – available upon request via Email or USPS by calling 707-277-7281 or Email via [Manager@krca.biz](mailto:Manager@krca.biz) and [admin.assistant@krca.biz](mailto:admin.assistant@krca.biz)/ General

Information CCR;s and Bylaws is available on our website at [Kelseyville-Riviera.com](http://Kelseyville-Riviera.com) – find us on Facebook at Kelseyville Riviera