



Kelseyville Riviera Community Association  
9689 State Hwy. 281, Kelseyville, CA

**BOARD MEETING MINUTES**  
**JULY 10TH 2023**

**Call to Order: 6:08pm**

**In attendance: Moses Valdez, Christopher Weston, Hilde Krause,  
Emily Finch.**

**Absent: Samantha Carter**

**Pledge of Allegiance**

**Moses read meeting rules:**

**Moses read rules of the open forum. An open forum was held.**

**Approval of the Agenda:** Motion made by Emily Finch 2<sup>nd</sup> (Chris Weston abstained) to add the actual address to the agenda – correction to add specific address 9366 Paloos and 10802 North slope Dr – for discussion of Agenda item. Moses explained silent auction process. Second by Hilde Krause, all in favor no objection.

**Approve:** Draft Minutes from June 12, 2023 – Corrections discussed and the correction to the draft minutes from 06.12.2023 to add Konocti Harbor Resort specifically – rather than just “Konocti” – Correction to the word “embezzlement” and description of “OES” specially is Office of Emergency Services. Correction to the “Fire Safety Committee” draft minutes, bullet points, spelling and grammar correction – “Closing at dusk should be removed” as the “picnic area is only open when during office hours or when rented”- as noted Chris Weston added that the fees for copying documents \$.50, there are no free copies available to members – as previously voted and passed. Chris made a motion to accept the corrections, Hilde Krause second – all in favor.

Chris noted that he thought any contracts or decisions made in the executive sessions needs to be acknowledged in the next open Board Meeting Suggested a possible secondary agenda be included with the regular minutes to apprise members of contracts, HOA business with no confidential of personnel information included. Tina to check with Davis Sterling to check to see what is appropriate to report.

**Committee Reports:**

**Fire Safety** – Chris Weston \* Meeting the following day. Fire chief assistant will be at the meeting at 6:30pm at the open meeting. Discussed appeals, sending a letter to members with storage under decks, and discussed adding blue reflector buttons- which help fire fighters identify where fire hydrants are located. Weed whack lots to the street, changing next year’s

inspections move date forward, “snag” (standing dead tree) removal, fall chipping date end of Oct. or beginning of Nov., weed whacking once a year – previous Fire Safety inspector allowed once a year to trim lots. Draft minutes approval for the annual meeting motion made by Emily F and second by Chris – all in favor. Chris discussed member positions and committee memberships- per Emily this is new business. Chris discussed Stephanie quit the fire safety committee.

Page 1 of 4

**Finance/Budget-** Chris Weston –Ad hoc committee no further information until September- Chris discussed the finance committee meeting all year without Tanya K. Chris made a motion to remove Tanya k – discussion about appropriate timing Emily F discussed this is not part Committee updates. Chris made amotion to remove Tanya from the finance committee. NO second. Carried over to next meeting

**ACP-** Moses Valdez- Executive session 043-651-07. Foreclosure to be discussed in executive session – (APN#’s are acceptable via Davis Stirling act to identify member, no names or address)

**Nominating/Elections** Committee-Janine C. & Chris W – summary of the election process- Janine Citron – Tina Turner – Minutes from meeting cc; or be emailed to the board members. Discussion for using an elections company vs. in house. Elections company was \$24k. In office would cost 21k. With no possibility of questioning the outcome. Review of the process. It went well. Some document issues. Very fast counting process. Members requested prepaid envelopes. Smooth process. Great open party to watch the zoom results together. Chris added comments and requested a copy of the cost comparison analysis from Cathy F. acclamations vs. voting, and the importance of having a nominating committee. Janine promotes committee membership. Chris added official results (new business) and added conflict of interest- for candidates not be allowed on the nominating committee. Recusal discussion & All committees need a board liaison. – identified as part of new business and to move on.

**Strategic Planning** added to committee descriptions & application-attached - Inviting new member- to join next meeting if interested in committee

**Manager’s report:** Pool Update – The Gilberts have reached out and they will be getting 3 bids for repair of the pool and would like to have KRCA pay for the repairs in lieu of KRCA paying the lease rental fee for the next 3 years. \* No vote until bids are in. Discussion for Pine Grove pool as an alternative \$10.00 a day for adults and \$5.00 for children. Konocti Harbor resort. The pool did not pass inspections. A member spoke to Konocti Harbor Resort and they are probably no going to open it up to the public.

## 7. Old Business:

- **Website Update:** Tina – Kelseyville-Riviera.com under construction. Templet is up and not completed. Janine believes is would be a week or so, before she had it completed. Goal is July 17,2023. Discussion as to whether or not committee notes can/should be included. Please submit committee notes in the form of a PDF – to easily update the website-ACP can not add names or address’ but, APN# are ok.

- **Picnic Area Update:** waiting for a letter county inspector to clear ramp. Dave W. is following thru with this clearance letter. Discussion
  - regarding the “gaps” or cap for the top. Chris said it is irresponsible to open the park until there is a resolution of the gaps on the sides. Moses agreed. Moses stated to hold the final payment until this is resolved. – Noted
  - **Update on 2 New cameras-** On order waiting for cameras to come in.
  - **Fall Chipping** Date-Chris to confirm of Fall Date-Mid October or Beginning of November
  - **NCO- Future No Neighborfest-** Update –discussed the purpose of the neighbor to neighbor and emergency preparedness. Home Hardening. Janine C. gave commentary in regards to attending the Neighborfest in northern Lake County was awesome, well done and lots of professional information. 2 Members- Cindy Spender and Jason Baker volunteered to help present a similar. Cindy Spencer Volunteered to co-ordinate a “map your neighborhood” similar to a Neighborfest program. April expressed her dismay that Neighborfest was cancelled. Hoping to plan before the end of the year. Blithe H discussed the complexity of the people who only live here part time.
  - **Purchase of KRCA property** on 9366 Paloos & 10802 North Slope-Silent Auction August 1, 2023. Tina directed to find out process and create bid packet for each property. Janine C interjected there is a process that has been set up for Member Silent Auction.
  - **Ethics and conduct** of members draft presented - Tina – Cathy gave advice on the posting of a new policy –Moses suggested emailing this copy of to the board for the August Agenda. Chris gave a discussion of using the pool in Buckingham – he approached their board.
  - **July Orientation** for the new & returning board will be, here at the association hall. Presented by Tinnelly Law Firm.
  - **Potential development** of properties owned by the association -Chris was going to look into what can be done on 4830 Harbor Rd and Kah Bell. Emily discussed going to the county to find out what we can do on this lot. Chris directed Tina to go to the county and check on zoning or development. Whether or not water is necessary for a dog park. Picnic, dog park, or meditation area. KRCA owns the lot already.
  - **HOA Annual Meeting follow up** – food music, photo booth, lots of fun.
  - Chris discussed a member only auction for the silent auction on August first. Discussion. Emily suggested to give KRCA members first right of bid. Lien on 9366 Paloos – Hilde suggested member only first bid. Janine reminded association there is a process for closed sale. Tina to search for policy for lot sale in the past – Emily made a motion to sell: 9366 Paloos and 10802 North Slope on August 1<sup>st</sup>, 202
- 2<sup>nd</sup> Moses – Chris abstained – all in favor and no objections.

### New Business:

Official Results from the Election June 24,2023- Moses read letter from HOA California Elections Letter. This is posted on several windows at the KCRA business office and in the locked Bulletin board out front

- Welcome to the new (and returning) Board Members:  
HILDEGARD E KRAUSE & EMILY FINCH
- Appointment of Board Member positions tabled until next month.

Chris discussed secretary do the task providing minutes- Emily Finch agreed secretary should take minutes.

Discussion for AED device and the cost were presented by Tina- recommendation was made by J. Nowell from the Konocti Fire Safety Commission we should have one on site. Discussion: Table item until next meeting to see what our liability is or could be. What do the other HOA's do? Does the attorney have any input.

- Sargent at arms – \* \*Need to have a Sargent at Arms present during the Board Meeting. Can we appoint someone at each meeting? Moses requested someone who could volunteer. Member conduct has been disruptive and/or derogatory language. Chris stated a “hostile work environment” includes people yelling at staff and acting threatening like behavior. Suggestion at this time. Volunteer or paid person. Chris made a motion to have president use 1 or more volunteers. Second Hilde second – all in favor no objections.
- Moving the “Open Forum” section of the Board meeting to last item. Discussion- Emily F. suggested to keep the meeting the way it is- no action
- “Clean up” days – Coffee and talk social –Bi-weekly – first and third Tuesday?
- Acclamation vs. voting Approval of time line for acclamation vs. voting – Board to Review attorney guideline of date(s). added to the annual calendar to stay in the timeline for acclamation vs. election. Dates given by Tinnelly Law group.
- Half-court Basketball court/multi use at end of parking lot (perpendicular)need to get 3 bids -Moses made a motion to get 3 bids second by Chris W – all in favor – no objections
- Date/Event for Picnic area to officially open - waiting for county to send written approval
- Chris made a motion: 4830 Kah Bell to have staff research with planning and county code dept to see what we can do with the KRCA lot: 4803 Kah Bell- all in favor – none opposed
- Approval of the Annual Calendar –distribution after it is approved by the Board. Chris made a motion to approve the annual calendar – Hilde second – all in favor – none opposed

### 10. Adjourn 08:31pm

Post meeting member request to have people on zoom turn off their sound – mute themselves- Emily to remind Zoom members at next meeting.