



Kelseyville Riviera Community Association
Notice of meeting: Board of Directors Meeting Agenda
9689 State Hwy 281, Kelseyville, CA 95451
(707) 277-7281
Kelseyville-Riviera.com

BOARD OF DIRECTORS MEETING

MINUTES

AUGUST 12, 2024 6:00 P.M.

Zoom meeting info:

Meeting ID: 836 211 9316

Online and Phone Passcode: 34642181

Call to Order 6:05PM

1. Pledge of Allegiance
2. **Meeting Rules: 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.
3. **Open Forum:** During open forum, each attendee may address the Board for up to three minutes. If a speaker is in the middle of a sentence when time is called, they 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. Speakers that present a question or concern, please state your purpose and offer a resolution. Please raise your hand. When your name is called please step up to the podium and state your name, that is when your three minutes will begin. Please refrain from speaking unless you are at the podium. All persons must follow the Meeting Rules listed at the top of this agenda. No action or responses are allowed from Board Members during this time; however, a Director or Manager may briefly respond to statements made or questions posed. If appropriate, the Board can discuss creating an agenda item for a future meeting to discuss the issue. Speakers must observe rules of decorum and not engage in other disruptive behavior. Disruptive behavior, swearing, or yelling will result in a request to leave. Thank you.

Bruce Hollander: Q1- Did everyone get a survey and who's paying for it? Answered by Social Committee member, April Leiferman: The County is the responsible party. Q2 – Where are the funds from the Umpqua Bank for the last few months?

Q3 – When are you getting a Manager? Working on that.

Linda Knox: Q1- Asking for help with ordinances that are continued to be broken in our community ie...Boats, couches, motorhomes infringements. Answered by members: The County is and the HOA works with the participating departments.

David Woodall: Q1-Asking if vehicles parked on the streets, boats and motorhomes in compliance with the HOA Regulations? Answered by Moses: Most ordinances in the State of California requires vehicles are only allowed parking in front of the house for 3 days.

4. **Approval of the Agenda:** August 12, 2024-Motion by Hilde, 2nd Stephanie, all in favor.
5. **Approval of Minutes:** July 8, 2024 and July 30, 2024-Motion by Hilde, 2nd by Stephanie, all in favor.
6. **Announcements – None available**
7. **Treasurer's Report**
 - A. Balances as of August 7, 2024:
 - Umpqua Operating Account \$103,114.16
 - West America Bond Account \$17,998.00
 - West America Reserves \$218,120.08
 - Community First Credit Union update will be provided at the meeting
 - B. Collections Report – Read by Hilde
 - C. Update regarding signatories – In Progress
8. **Committee Reports and Appointment of Committee Members**
 - A. Fire Safety – No Updates
 - Fire hazard letters & appeals update
 - B. Finance/Budget – Finances shown above
 - C. Architectural Control and Planning – No Update
 - D. Nominating/Elections – No Update
 - E. Strategic Planning – No Update
 - F. Social – Fire Safety field trip for Riviera students was appreciated by students. Social committee is interested in initiating a blood drive and school supply donation drop off.
 - G. Appointment of Committee Members – Motion by Hilde, 2nd by George, all in favor

9. Old Business

- A. Approval of the Discrimination, Harassment, and Retaliation Prevention Policy that was presented at the last meeting as a first read – Motion by Hilde, 2nd by George, all in favor.
- B. Update regarding insurance renewals – Officers and Directors' insurance renewed \$7879 annually – Motion by Hilde, 2nd George, all in favor.

State Farm Insurance for building - \$48,907 annually – Motion by Hilde, 2nd George, all in favor.

- C. Litigation – Update on lawsuit: *Knowles, Tanya vs. Clearlake Riviera Community Association (DBA Kelseyville Riviera Community Association) CV 424337*. Still Pending
- D. Litigation – Update on lawsuit: *Hollander, Bruce vs. Clear Lake Riviera Community Association (DBA Kelseyville Riviera Community Association) CV 425296*. Still Pending

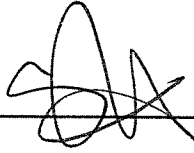
10. New Business

- A. Request to meet with the Board of Directors from April Leiferman. Please refer to Attachment 4. Moved to Executive Meeting, per member request.
- B. Bid Proposal No. 9604 from Lucerne Roofing, Corp to repair the roof of the Association building. Please refer to Attachment 5. – Need more bids before it rains- Tabled
- C. The vehicle used by Association staff for fire safety inspections is an electric 2014 Nissan Leaf. It will no longer take a charge. The Interim Office Manager contacted several local mechanics, but wasn't able to find one that has the equipment to diagnose this vehicle. An update will be provided at the meeting. – Emily and George test drove and found to be sound running. If vehicle breaks down, tow back to Santa Rosa and tow back. Motion by Hilde, 2nd by Emily, all in favor
- D. Consideration of creating a temporary volunteer position to assist with fire safety inspections. An update will be provided at the meeting. Motion by Hilde, 2nd George, all in favor.
- E. The drainage structure in the parking lot behind the Association's building located at 9689 State Highway 281, Kelseyville (Assessor's Parcel Number 430-071-06), on Association property, is jammed and in disrepair. It should be repaired before Fall. Board consider distributing a request for bids to repair the structure. Attachment 6 is a photo of the drainage. Need more bids – Tabled.

F. Update regarding responses to emails and phone calls.

Adjourn _8:55pm_____

Signature of Approved Agenda X _____

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

Attachments:

1. Minutes from July 8, 2024
2. Minutes from July 30, 2024
3. List of Committee Members
4. Request to Meet with the Board of Directors submitted by April Leiferman
5. Bid Proposal No. 9604 from Lucerne Roofing, Corp
6. Photo of the drainage on Association property located at 9689 State Highway 281, Kelseyville

Executive Session

- A. Personnel issues, if issues to be discussed/to be voted on
- B. Legal issues, if issues to be discussed/to be voted on