

**Minutes**  
**RIVIERA HEIGHTS HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**

THURSDAY, JANUARY 9<sup>th</sup>, 2025

- **MEETING CALL TO ORDER**

Meeting called to order at 2:08pm

- **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 on ZOOM

Chris Welch, Secretary – present

- **APPROVAL OF MINUTES – December 5, 2024, Board Meeting**

- Board Members unanimously approved and adopted minutes from Dec. 5, 2025, Board Meeting

- **TREASURER'S REPORT:**

- Account Balances/Recap report for January of 2025 were reported by Susan McGurgan, VP. These reports were available as handouts to members in attendance. Discussion about a larger number of RHHA properties changing hands than usual towards the end of this year.

- **CLUBHOUSE/OFFICE:**

- RHHA Clubhouse Parking Lot – Asphalt/Overlay-Vendor Bid received

- Have received a bid to do a full overlay of the asphalt of the RHHA Clubhouse parking lot, which has deteriorated over the past years.

- New Internet Provider-Starlink

- Starlink has been installed at the RHHA Clubhouse and is performing great, internet speed has gone way up and seems to have better coverage within the RHHA Clubhouse. Mediacom internet service cancelled, but kept them as our phone provider. With these changes RHHA will save about \$1700 a year.

- Relocation of security cameras

- The monitoring screen will be moved to the main back office so the cameras can be monitored. Deep Valley is working on a bid to add a new camera by the main gate, and other security options. Obtained a separated bid for additional cameras at the Marina.

- Main Clubhouse Door Locks

- The locks at RHHA Clubhouse doors have been replaced because a homeowner lost the keys during their event rental-owner paid for key replacement cost.
- Light/Fan Fixtures – Repair/Replace
  - Still looking at options to replace the 2 light/fan fixtures in the main RHHA meeting room.
- Post Office Boxes/Hutches
  - Discussion on status of new US Postal services height requirements for mail boxes.
- New Welcome Packet to new RHHA property owners
  - A new RHHA Welcome packet has been created and will go out to all new homeowners and will be available on the RHHA website as a refresher.
- Organizational Projects- Organizational calendar to include key projects that need to be done throughout the year.
- Collection efforts for outstanding fines (ARC, CE, Fire Abatement)
  - RHHA collections representative continues to work with owners to collect monies owed to RHHA.

## **PRESIDENTS REPORT:**

- **RHHA FIREWISE - UPDATE:**
  - Development of 2025 RHHA Fire Annual Fire Risk Inspections, Defensible Space Criteria and RHHA Fire Mitigation Policy
  - Property Fire Risk on-going non-compliance/re-inspections. RHHA is 87% cleared for 2024 Fire Abatement Program. 13% we are making progress on about 10% of that with only 3% or 4% are owners we have not been able not been able to reach.
  - The 2025 Annual Fire Inspections well be starting March/April. We are working on new procedures to streamline the process. Tara will be setting up a Firewise meeting this month to go over changes/updates to the program.
- Reflect to Protect address signs – updates
  - Possible collaboration with Konocti Fire Safe Council
- RHHA access road-Evergreen Drive-mud/leaf debris blocking access road
  - RHHA hired Rico's Tree Service to remove
- 2025 National Firewise USA Certification -APPROVED and can be found on our website.
- **KONOCTI FIRE SAFE COUNCIL –**
  - Development of KFSC Community Wildfire Protection Plan
  - Defensible Space & Evacuation Preparedness direct mail brochures under development w/ use of grant award.
- **CODE ENFORCEMENT/ARC –** Ongoing follow-ups with owners who are in non-compliance
- **MARINA –**
  - Damage has been repaired by Clear Lake Marine Construction
  - Working on updating the signage at the Marina
  - Working on getting additional Pool/Marina keys made
- **SOCIAL COMMITTEE:**
  - Annual Christmas party- SUCCESSFUL

Thank you to the social committee for their hard work and making this event possible.

- Holiday Food Drive- Collected goods for the Kelseyville Pantry
- Fun Friday-Starts tomorrow, January 10<sup>th</sup> @ 6pm. This will take place every 2<sup>nd</sup> Friday of the month.

**OPEN FORUM** -none

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

**\*Executive Session will immediately follow the January 9, 2025, Board Meeting\***

**\*Next RHHA Board Meeting will be held on Thursday, February 6, 2025, at 2pm\***