

**Riviera West Property Owners Association  
Board of Directors Meeting  
Thursday 21 July, 2011  
Held at Riviera West Clubhouse**

(8 Residents in Attendance)

**MINUTES**

- CALL to ORDER – New President Ray Oliva, at 4:00 pm

**This is a new time, and future meetings will be held at 4:00 pm on third Thursdays.**

- ROLL CALL – The new President introduced the new officers as below.

Board Members Present:

President – Ray Oliva  
Vice President – Tom Moore  
Treasurer – Barbara Eichten  
Secretary – Karl Hoenke  
Director – Doug Bridges

Board Members NOT Present:

- CONSENT CALENDAR:  
Minutes – Motion M/S/C No minutes exist for 19 May meeting

REPORTS:

- a. Officers
  - i. **President** presented minutes of Executive Meeting held 8 July 2011, clarified Davis-Sterling rules governing such meetings, and obtained approval of the minutes.

**President** confirmed bank signing authority for this Board will be held by himself (Ray Oliva) and Treasurer Barbara Eichten. Former President (Phil Wilson) and former Treasurer (Linda McPherson) will no longer have this authority.

**President** observed that, while Board members may differ on various matters, emphasis will be on civility and the best interests

of the Community.

- ii. **Treasurer** has been working hard to get up to speed on “the books” but is not yet prepared to report on our condition.

There are presently several software programs used to manage office business, and it is hoped to consolidate this to a single database program. In particular, the TOPS program used for water billing is being studied for replacement or simplification.

While there will be cross-training between the office staff, residents are advised to direct “money” questions to Katy and “operations” questions to Judy.

Office hours now are 9:00 am to 3:00 pm Mon-Thurs, and noon to 5:00 pm on Friday.

- iii. **Maintenance:** President reported that County street sweepers cleaned our neighborhood today (the 21st) and are expected to adopt a bimonthly schedule for this service.

President committed to vigorous enforcement of “neatness” rules throughout the community.

b. Committees

- i. **ACP:** Paul Barber reported we have one house under construction and removal of one tree had been permitted.
- ii. **Marina:** President noted need for volunteers for this committee

New ladder for exiting water will be installed soon

Roberta Beat (audience) asked if special floats will be installed over water intake. Board considers this a Water Board issue, and also admitted not knowing what agency has jurisdiction and what requirements apply.

- iii. **Pool:** Also need volunteers to help here.

Deck concrete which had bulged upward has been smoothed for safety.

Ray reported pool heaters are near the end of their useful lives and overheating, perhaps due to poor ventilation in their enclosure. He has priced replacements at \$2-10K and will report back at the next meeting with more specific figures. This led to discussion of the

possibility of replacing them with solar heaters. This will also be investigated. Hoenke noted that solar heating may not be able to provide the desired morning temperature boost required by the ladies who exercise in the pool 3 days per week.

“Lily pads” were acquired last year to cover the pool overnight to retain heat and reduce our heating bill. While Jim is reliable for removing them in the morning, we have no set plan for putting them on the pool at the end of each day. Jim is not available for this and some other scheme is needed. It is not known how much heat they retain (though anecdotal reports are positive) but not using them further complicates the selection of a pool heating strategy.

Whereas former signage indicated the pool closed “at sundown”, the current sign simply says the pool closes at 10:00 pm.

- iv. **Ladies Club:** Karen Magnuson announced there will be a community garage sale August 5 & 6, from 9:00 am to 4:00 pm each day. Those wishing to participate in this coordinated effort are asked to contact Norma Simmons at 279-9604.

The next community dinner will be the annual BBQ 17 September at the Clubhouse. Bring a side-dish, hamburgers and hotdogs will be provided.

- **OLD BUSINESS**
  - a. Contact has been made with the Konocti property, both Mr Mazola and Mr Perez. The latter notes we’re too late to burn brush that might be cleared from our common border, but such brush could be consolidated in a central pile for burning in October. Mr Perez would welcome volunteers to help with cutting and piling the brush. The possibility of “chipping” the brush was raised but this was considered too expensive, though Bridges offered that it’s only \$65/hour from the County. There are also complications associated with getting a chipper into position on the property.
  - b. The newsletter will be improved as a communication tool between the Board and community. There was discussion of coupling this with better use (updating) of the website.
  - c. **“Get Ready”:** A legal opinion will be sought regarding what the Board and/or booklet can and cannot say about identifying or recommending exit routes. Liability and privacy rights are at issue.

The next community “Get Ready” meeting will be 29 October.

- d. We’re almost done installing locks on the toilets at the marina. This was delayed while a keypad system was looked at. This is expected to be quite expensive and instead the original plan of using locks compatible with our keycards will likely be implemented.
- e. The need to identify renters for both communication and security reasons was discussed. It was suggested that we develop and implement a bond system (similar to Riviera Heights’) whereby an owner posts a bond with the Association prior to renting a property. This would ensure that owners understand they are held responsible and liable for any damages or misbehavior by their renters. And it would ensure we know whom to contact in an emergency.

- **NEW BUSINESS**

- a. Tom Moore asked if any demographic studies had been done for our community. He notes that housing market issues will make the community more affordable, leading to it’s getting younger. This and the State’s felon release program may lead to changes we should prepare for.
- b. Tom mooted installing a security gate at the foot of Riviera West as a deterrent to outsiders. The general response was this would present problems to vendors, contractors and other legitimate guests unless it was a manned gate, and that would be very expensive. The current security situation is not considered serious enough to warrant such a measure.
- c. Ray introduced HEAP, a State program designed to assist people with limited means who need financial help. While targeting energy costs, it may be applicable to other expense items. An application checklist and application form were distributed.
- d. Ray reminded us that Barbara Zimmerman is on retainer as our attorney, and Rich Schneider is our CPA.
- e. Roberta Beat has investigated solar heating for the pool and will contribute her findings to Ray’s review (see above). She suggested inviting several suppliers in to present their products for residential housing. Apparently, if a supplier gets enough business resulting from this, the Association could get a discount toward the cost of pool heating.
- f. Roberta also introduced the idea of seeking grant funds for planting fire- and drought-resistant plants on Association property, again with possible spillover to homeowners.

- OWNER'S FORUM
  - a. Lee Beery followed up his recent email with a formal request to relocate the "conserve water" and "fire danger" signs from under the Riviera West entrance sign to the backside of the sign or to another location. He volunteers to repaint the RW sign and to relocate the others if approved. Ray committed to putting this item on the next agenda for vote.
  - b. Roberta also noted that Brandon McConahan was formerly president of the Riviera Heights association and would be a good resource for comparing how we and they do things.
  - c. Roberta noted a tree which fell during winter storms is still where it fell on Fircrest and should be removed.
  - d. Roberta asked if the County would be clearing along our frontage on Soda Bay Road; Lee Beery responded "yes".
  
- NEXT MEETING – Thursday August 18, 2011 at 4:00 pm
  
- ADJOURNEMENT: Motion M/S/C – 5:40 pm

Respectfully submitted,  
Karl Hoenke, Secretary