

# RIVERLAKE COMMUNITY ASSOCIATION

## MEETING OF THE BOARD OF DIRECTORS

January 27, 2010

### MINUTES

- NOTICE** Upon due notice given and received, the Board of Directors meeting of the Riverlake Community Association was held on January 27, 2010 at the office of the Association, 799 Lakefront Drive, Sacramento, California, 95831.
- BOARD MEMBERS PRESENT** Bob Murphy – President  
Arnold Bray – Secretary  
Tamara Dawn - Director  
Jim Parker – Director  
Andrew Plescia – Director
- BOARD MEMBERS ABSENT** Richard Soo Hoo – VP/CFO  
Calvin Gladden - Director
- OTHERS PRESENT** Kevin D. Hubred, CCAM, PCAM – General Manager  
Tara Correa, Administrative Coordinator
- CALL TO ORDER** A quorum was established and the meeting was called to at 6:08 PM.
- EXECUTIVE SESSION DISCLOSURE** CC&R Violation Hearings  
Foreclosures  
Homeowner Requests  
Legal - Collections
- OPEN FORUM** There were no homeowners present during the open forum portion of the meeting.
- CONSENT CALENDAR** A motion was made, seconded, and passed unanimously.
- RESOLVED:** To approve the consent calendar approving the regular and executive session minutes from the December 3, 2009 board meetings and the acceptance of the December 31, 2009 financial statements as recommended by the Finance Committee.
- UNFINISHED BUSINESS** **POCKET ROAD MEDIAN – RCA/City Agreement Renewal 2010**  
The May 1, 2006 Pocket Road Median Agreement with the City of Sacramento expired on December 31, 2009 and was scheduled to be renewed on January 1, 2010.
- At the December 3, 2009 board meeting, the board discussed the renewal of the agreement. After much consideration, the Board determined that Bob Murphy and Kevin Hubred would meet with City representatives to discuss the removal of the indemnity insurance clauses and to negotiate a higher landscape maintenance reimbursement rate from the City. At that meeting, Bob Murphy was appointed to act as liaison with the City to negotiate the Pocket Road median landscape maintenance agreement that was scheduled to renew on January 1, 2010.
- NEW BUSINESS** **A. BOARD APPEAL**  
Homeowners residing at 9 Bay Side Court appealed the ACC decision that required them to remove the philodendron plants along their bulkhead with a more suitable plant.
- The homeowners attended the meeting and offered a compromise to remove the plants in front of the

bulkhead, but requested that they be allowed to keep the plants on both ends of the rear yard because it provides privacy. The Board agreed with this compromise but also stated that the ACC will inspect the remaining plants during spring and summer to determine if the plants are healthy and thriving and whether they should be removed as well.

**B. LIEN FILING**

According to Civil Code 1367.1 and 1367.4, homeowners associations in the state of California are required to approve the filing of a lien in an open meeting prior to actually filing the lien.

Homeowners located at parcels numbers: 031-1500-027; 031-1460-021; 031-1310-026; 031-1300-047; and, 031-1400-039 are behind in homeowner assessments.

A motion was made, seconded and passed unanimously.

**RESOLVED:** To allow for management to contact the homeowners that are behind in their assessments in an attempt to collect payment for past due amounts, to avoid lien filings. If the past due amounts are not received within seven days (five working days), management will file a lien against the properties located at Parcels 031-1500-027; 031-1460-021; 031-1310-026; 031-1300-047and; 031-1400-039.

**C. INSURANCE RENEWAL**

On January 22, 2010 at 5:05 PM, the association received via e-mail, the insurance renewal information, which was forwarded to the board via e-mail on Monday, January 25, 2010 and was discussed at the board meeting. Due to the late arrival of the information, the board did not have time to evaluate the renewal policies and directed management to discuss the insurance policies with Russo Insurance Agency regarding limits and deductibles. The insurance renews on February 12, 2010 which will give ample time to make inquiries to the broker.

Additionally, it was recommended that the Association, through management, attempt to obtain competitive bids for insurance and the board suggested that management contact Hays Insurance to discuss insurance options.

A motion was made, seconded and passed unanimously.

**RESOLVED:** To allow management to contact Russo Insurance Agency to obtain options for the amount of policy limits and deductibles that would be commensurate with previous year's amounts. The board authorized Bob Murphy to discuss the options and to bind the policies prior to renewal on February 12, 2010.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at approximately 8:25 PM and was adjourned to Executive Session.

**NEXT MEETING**

The next meeting is scheduled as follows:

- Regular Board Meeting on Wednesday February 24, 2010 at 6:00 PM at the Association office at 799 Lake Front Drive, Sacramento, CA 95831.

**ATTEST:** Respectfully submitted by Kevin D. Hubred, CCAM, PCAM – Riverlake General Manager

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**SECRETARY'S CERTIFICATE**

I hereby certify that I am the duly appointed and acting Secretary of the Riverlake Community Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Regular Board Meeting of the Board of Directors held on January 27, 2010.

Dated: February 24, 2010

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Arnold Bray, Secretary