

RIVERLAKE COMMUNITY ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

February 24, 2010

MINUTES

- NOTICE** Upon due notice given and received, the Board of Directors meeting of the Riverlake Community Association was held on February 24, 2010 at the office of the Association, 799 Lakefront Drive, Sacramento, California, 95831.
- BOARD MEMBERS PRESENT** Bob Murphy – President
Richard Soo Hoo – VP/CFO
Arnold Bray – Secretary
Jim Parker – Director
Calvin Gladden – Director
David Maggenti - Director
Andrew Plescia – Director
- BOARD MEMBERS ABSENT** Tamara Dawn - 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 6:00 PM.
- EXECUTIVE SESSION DISCLOSURE** CC&R Violation Hearings
Homeowner Requests
- OPEN FORUM** Patricia Clark, representing Councilman Robbie Water’s office and Todd Martin from the City’s Urban Forestry division was present along with two homeowners from Oakshore, Brian O’hearn and Eric Hintz. All were present at the meeting to discuss the trimming of the mistletoe from the trees on Pocket Road and left shortly after the new business item was discussed.
- CONSENT CALENDAR** **RESOLVED:** To approve the consent calendar approving the regular and executive session minutes with the correction to the minutes stating that David Maggenti was not present during the Board of Directors regular and executive session meetings held on January 27, 2010. Also approved was the acceptance of the January 2010 financial statements as recommended by the Finance Committee.
- UNFINISHED BUSINESS** **A. INSURANCE RENEWAL – THREE YEAR RATE LOCK**
At the January 27, 2010 board meeting, the Board appointed Bob Murphy with the task of working with management regarding the proposed insurance renewals received from Russo Insurance Agency with Philadelphia Insurance (Carrier). Management contacted Russo’s office to obtain options for the amount of policy limits and deductibles that would be commensurate with previous year’s amounts. The Board also gave Mr. Murphy the authority to bind insurance policies which renew on February 12, 2010.
- Philadelphia is and AM Best rated A+XIV and is an admitted Carrier in the state of California. Their financial outlook and issuer credit rating are both considered stable. The insurance policies were bound by Rick Russo, broker/agent on behalf of Riverlake with Philadelphia Insurance (Carrier) on February 12, 2010. The Board discussed the possibility of a three (3) year rate lock but could not make a decision to approve the lock and directed management to obtain additional information to be discussed at the March

Board meeting.

The Board directed management to obtain additional information regarding combined policy coverage (D&O, Liability, Property, Excess Liability, etc.) with Philadelphia; information about the flood zone determination for flood insurance; the details of Russo Insurance Agency's (broker) commissions rates; the conditions of accepting the three (3) year rate lock; and, property coverage detail regarding the replacement costs for the association office and common areas.

B. STATUS REPORT – LAKE SURVEY & ASSESSMENT COMMITTEE

In April, 2009 the Board appointed members to the Lake Survey and Assessment Committee consisting of Calvin Gladden, Dave Skeen and Peter Chin, respectively.

An update regarding the status of the lake survey regarding the bulkheads was discussed briefly at the meeting.

Calvin Gladden, committee Chair person, reported that the survey was not complete but anticipates completion very soon. Upon completion, the Committee will discuss their assessment of the items on their list with the Board and will provide their recommendations at a future meeting.

A. BAD DEBT WRITE-OFF

Previous homeowners residing at 961 Glide Ferry Way in Coleman Ranch lost their home due to foreclosure. There was a remaining balance of unpaid assessments in the amount of \$384.96 on account 71999. There were no funds available to pay off the debt to the Association.

A motion was made, seconded and passed unanimously.

RESOLVED: To write off the bad debt amount of \$386.96 for account 71999 due to a foreclosure on the property.

B. LIEN FILING

Allied Trustee Services recommended approving the filing of a notice of delinquent assessment (NODA) for parcel's 031-1460-021 and 031-1520-030 to protect the financial interest of the association's assessment income.

RCA

Parcel# 031-1460-021
Account# 457915
TA# 10-10767

Parcel# 031-1520-030
Account#577756
TS# 10-10766

A motion was made, seconded and passed unanimously.

RESOLVED: To file a lien against the properties located at Parcels 031-1460-021 and 031-1520-030.

C. MEDIAN TREES – COMMUNITY GROUP CONTACT AND REQUESTS

A group of citizens living in the Riverlake Community were concerned about the amount of mistletoe that has accumulated in the pear trees in the median on Pocket Road. They have organized a group to assist in raising funds to remove the mistletoe and have contacted Councilman Robbie Waters to seek approval. Pat Clark from Robbie Water's office contacted the association regarding the raising of funds and stated that they would like to have the mistletoe removed prior to March 18, 2010 when a meeting with the group of concerned citizens is scheduled.

Brian O'Hearn, a resident of Riverlake, contacted the association and requested to be added to the agenda to discuss the pruning of the mistletoe trees on Pocket Road.

**NEW
BUSINESS**

After much discussion about the short term and long term plans with the Riverlake homeowners and the city representatives, the Board authorized a tax deductible contribution to the pruning of the mistletoe on Pocket Road.

A motion was made, seconded and passed unanimously.

RESOLVED: To contribute \$5,000 to the fund contingent on the fact that the trees are pruned within 30-days and the mistletoe is completely removed. The funds are to be used solely for the removal of the pocket road mistletoe (“Pocket Road Mistletoe Project”). If the project doesn’t receive enough funding to remove the mistletoe, the Board requested that the \$5,000 be refunded back to the Association.

D. RULES PROPOSAL – POTTED PLANTS AND LAWN DECORATIONS

The Association staff and the ACC identified the installation of potted plants and lawn decorations in the lawns of the Riverlake homeowners that did not receive approval by the ACC. The ACC thought it would be best to adopt a formal rule relating to potted plants and lawn decorations. The rule would be used as a guideline for acceptable and non-acceptable items as it relates to: potted plants; types of plants; statutes; ornaments; etc. The Board asked the ACC to address some concerns that were discussed at the meeting and revise the proposed rule. The rule proposal was postponed.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at approximately 8:52 PM and was adjourned to Executive Session.

NEXT MEETING

The next meeting is scheduled as follows:

- Regular Board Meeting on Wednesday March 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

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 February 24, 2010.

Dated: March 24, 2010

Arnold Bray, Secretary