

RIVERLAKE COMMUNITY ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

June 24, 2009

MINUTES

NOTICE Upon due notice given and received, the Board of Directors meeting of the Riverlake Community Association was held on June 24, 2009 at the office of the Association, 799 Lakefront Drive, Sacramento, California, 95831.

BOARD MEMBERS PRESENT Richard Soo Hoo – VP/CFO
Tamara Dawn - Director
Peter Chin – Director
Jim Parker – Director
Calvin Gladden - Director

BOARD MEMBERS ABSENT Jeff Marschner – President
Arnold Bray – Secretary

OTHERS PRESENT Kevin D. Hubred, CCAM, PCAM – General Manager
Tara Correa, Administrative Coordinator

CALL TO ORDER The meeting to order at 6:10 PM.

EXECUTIVE SESSION DISCLOSURE CC&R Violation Hearings
Foreclosures
Homeowner Request

OPEN FORUM There were no homeowners present during the board 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 May 27, 2009 board meeting; the acceptance of the May 2009 financial statements; and for the association to share the cost for root removal/plant replacement with Parker Development at two units in Riverlake that abut common area easements.

UNFINISHED BUSINESS **A. LANDSCAPE PROPOSALS**

Management submitted a proposal to renovate the area around the office located at 799 Lake Front Drive. The renovation plan consisted of removing plants and a tree and replace with a variety of different planting materials and two Crape Myrtles. Management obtained a proposal for 1 gallon plants and for 5 gallon plants. The proposals were as follows: 1 Gallon Plants with trees - \$1568.75, 5 Gallon Plants with trees - \$3,201.50.

The Board reviewed the recommendation by the Landscape Committee, whom the Board asked to provide their opinion regarding the necessity of the replacement plants & trees

A motion was made, seconded, and passed unanimously.

RESOLVED: To defer the decision to renovate the office area to the ACC with costs not to exceed \$1,500.00.

**NEW
BUSINESS**

B. LIGHTING FIXTURES

The replacement of the exterior lighting at the gate entrances and monuments throughout Riverlake was tabled pending further information on the proper types of lighting fixtures available, based on SMUD's recommendations.

A. ASPHALT REPAIRS

Management submitted proposals from Biondi Paving, Blackrock Paving, CPM, Delta Construction, Granite Construction and, JB Bostick, respectively, for asphalt repairs in Stillwater and the West Shore entrance.

After much consideration, the Board tabled the decision until the July board meeting to allow for Biondi Paving to submit their proposal with the recommended Mirafi GFC 100 product available through Western Oil (Telfer Oil).

B. BAD DEBT WRITE OFF

Management submitted information to write off non-recoverable debt due to foreclosures on two units at Riverlake.

RCA

Richard Cave - 701 Still Breeze Way - \$600.15
Irfan Hag - 878 Shore Breeze Drive - 326.54

A motion was made, seconded, and passed unanimously.

RESOLVED: To locate the homeowner(s) via letter in an attempt to collect the past due assessments. Management is authorized to write off the amounts due as bad debt if they are unsuccessful in locating the previous owners.

C. THE ISLANDS LANDSCAPE ACCEPTANCE

The Landscape Committee and management completed a walk through of the final units, and common areas, within the first phase at The Islands. A recommendation was made for the Association to accept the landscape maintenance of the remaining 24 of the 45 homes and common areas. GP Landscape has taken over the responsibility of installing the irrigation, shrubs and trees, which has helped for a smooth transition when accepting responsibility for maintaining the landscaping.

A motion was made, seconded and passed unanimously.

RESOLVED: To accept the landscape requirements for the remaining lots and common areas located in the first phase of The Islands - lots 74-84 and 106-118, and common areas lot D, lot E and lot L.

D. RESIGNATION - RCA BOARD PRESIDENT

The board discussed the resignation and replacement of RCA Board President, Jeff Marschner, whose term expires in November, 2009. Jeff Marschner has not officially resigned, but will do so pending the closure of his home within Riverlake.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at approximately 8:45 PM.

NEXT MEETING

The next meeting is scheduled for:

- Regular Board Meeting on Wednesday July 22, 2009 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 June 24, 2009.

Dated: July 22, 2009

Secretary