

RIVERLAKE COMMUNITY ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

July 22, 2009

MINUTES

NOTICE Upon due notice given and received, the Board of Directors meeting of the Riverlake Community Association was held on July 22, 2009 at the office of the Association, 799 Lakefront Drive, Sacramento, California, 95831.

BOARD MEMBERS PRESENT Jeff Marschner – President
Richard Soo Hoo – VP/CFO
Arnold Bray – Secretary
Tamara Dawn - Director
Peter Chin – Director
Jim Parker – Director
Calvin Gladden - Director

BOARD MEMBERS ABSENT None

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

CALL TO ORDER The meeting to order at 6:02 PM.

EXECUTIVE SESSION DISCLOSURE CC&R Violation Hearings
Foreclosures
Homeowner Request
Board Member Discussion
Small Claims
Employee Reviews

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 June 24, 2009 board meetings.

UNFINISHED BUSINESS **A. Resignation - RCA Board President**
President Jeff Marschner stated that he has resigned himself as Board President at the beginning of the meeting and that this would be his last meeting. The RCA Board appointed Bob Murphy as acting President and Jeff Marschner's successor as Board Member.
Upon a motion made, seconded and passed unanimously.
RESOLVED: To accept Jeff Marschner's resignation as Board President and to appoint Bob Murphy as

successor board member and President. Upon final resignation at the end of the meeting, Bob Murphy will assume Mr. Marschner's board member role until the end of his term, which expires at the November 2009 Annual Meeting of the Membership.

B. ASPHALT REPAIRS

THIS ITEM WAS POSTPONED FROM THE JUNE 24, 2009 BOARD MEETING

At the June 24, 2009 board meeting, management submitted proposals from six contractors. All contractors submitted their proposals utilizing the Mirafi FGC 100 grid, except for Biondi Paving, who opted for the STARGrid product, which was an alternate option as outlined in the specifications.

The Board instructed management to send a request to remove the option of the extra West Shore dig out, and also asked Biondi to provide a proposal for the Mirafi FGC 100 grid as opposed to the STARGrid product, since it is the preferred product for Riverlake's pilot project for asphalt repairs.

At the July meeting, management submitted revised proposals from Biondi Paving, Blackrock Paving, CPM, Delta Construction and Granite Construction, respectively, for asphalt repairs in Stillwater and the West Shore entrance. JB Bostick declined to re-submit the asphalt proposal.

There was discussion concerning the variances in the square footages in the five proposals, and concern was raised that there were some exclusions in some of the proposals. After much consideration, the Board postponed the decision until the August board meeting and appointed Cal Gladden and Dave Skeen to evaluate the proposals submitted. The evaluation will be submitted to the GM (Kevin Hubred) who will contact each contractor for clarification on the evaluations. Cal Gladden and Dave Skeen will make their recommendations at the August Board meeting, based on their findings.

A motion was made, seconded and passed unanimously.

RESOLVED: To appoint Cal Gladden and Dave Skeen to evaluate the proposals to confirm that they are written pursuant to the asphalt specifications. The evaluations will be forwarded to the GM (Kevin Hubred) who will contact each contractor, if needed, to obtain additional information needed for each proposal.

NEW BUSINESS

A. BAD DEBT WRITE OFF

Kocal Management Group submitted bad-debt write-off recommendations to the board due to foreclosure with no proceeds available to pay the unpaid assessments.

RCA - \$404.34 & RCA - \$158.92

A motion was made, seconded and passed unanimously.

RESOLVED: To approve the bad debt write-offs for accounts :RCA account #456219 - \$404.34 and RCA account # 482442 for \$158.92

B. EVENT FUNDING

The Board discussed the Riverlake Community Association's participation for funding annual events that occur throughout the year. Events, that the association currently helped fund in 2009 are: The Annual Easter Egg Hunt; Coleman Ranch Picnic; Stillwater II July 4th event.

The board discussed the possibility of raising resident awareness for other association funded events to other villages and appointed Peter Chin and Tamara Dawn to determine the appropriate amount for each village, based on the number of members in the communities.

C. 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.

Parcels submitted for filing a lien for non-payment of assessments were:

RCA - Parcel 031-1220-073-0000

A motion was made, seconded and passed unanimously.

RESOLVED: To approve the filing of lien for Parcel 031-1220-073-0000.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned to executive session at approximately 8:40 PM.

NEXT MEETING

The next meeting is scheduled for:

- Regular Board Meeting on Wednesday August 26, 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 July 22, 2009.

Dated: August 26, 2009

Secretary