

RIVERLAKE COMMUNITY ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

August 26, 2009

MINUTES

- NOTICE** Upon due notice given and received, the Board of Directors meeting of the Riverlake Community Association was held on August 26, 2009 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
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 6:06 PM.
- EXECUTIVE SESSION DISCLOSURE** CC&R Violation Hearings
Foreclosures
Homeowner Request
Small Claims
- 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 July 22, 2009 board meetings.
- UNFINISHED BUSINESS** **A. ASPHALT REPAIRS**
At the July 22 meeting the RCA Board made the following resolution: "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."
The Board discussed the results from the final asphalt proposal evaluation made by Cal Gladden and Dave Skeen that was received on August 18, 2009. Management also did an evaluation of the remaining three contractors: Biondi Paving; Delta Construction; and, Granite Construction, respectively.
After much discussion and consideration, a motion was made, seconded and passed unanimously.
RESOLVED: *To accept the proposal bid from Biondi Paving for the amount of \$57,157.00, and amended

to authorize Kevin Hubred, General Manager, to obtain proposals and select an inspector to be present during the asphalt repair project with costs not to exceed \$4,000.00. Funds will be allocated from the reserve account.

***DUE TO THE UNTIMELY INSTALLATION OF WATER METERS AT RIVERLAKE THAT MAY AFFECT THE INSTALLATION OF THE MIRAFI GRID PRODUCT, THE ASPHALT REPAIRS WERE POSTPONED UNTIL AFTER MARCH, 2010.**

**NEW
BUSINESS**

A. BAD DEBT WRITE-OFF

The board discussed the bad debt write-off for the previous owners of 7700 West Shore Drive - Foreclosure with no excess funds available.

RCA - \$199.99

A motion was made, seconded and passed unanimously.

RESOLVED: To authorize the bad debt write-off for the amount of \$199.99.

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.

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

RCA - 031-1340-066, 031-1340-079

A motion was made, seconded and passed with all yes votes and an abstention from Director Tamara Dawn

RESOLVED: To approve the filing of lien for Parcels

RCA - 031-1340-066, 031-1340-079

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned to executive session at approximately 8:15 PM.

NEXT MEETING

The next meeting is scheduled for:

- Regular Board Meeting on Wednesday September 23, 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 August 26, 2009.

Dated: September 23, 2009

Secretary