

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD JANUARY 15, 2026**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, and Richard Middelberg. Aymen Elsalim was absent.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the December 2025 meeting. After discussion, Ron moved to approve the minutes as presented. Leslie seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for November 2025 in accordance with California Civil Code. After discussion, Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed notice of intent to lien for APN 381-031-69-24. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**INVESTMENT RECOMMENDATIONS:** The Board reviewed investment recommendations for upcoming CD's that are maturing. After discussion, Richard moved to purchase one (1) \$250,000 CD for a twelve-month term and one (1) \$200,000 CD for a six-month term. Leslie seconded, vote was all ayes, motion carried.

**INSPECTOR OF ELECTION:** The Board reviewed proposals for Inspector of Election services for the upcoming annual election. After discussion, Richard moved to approve the notary at a cost of \$224.00. Leslie seconded, vote was all ayes, motion carried.

**GATE REPAIRS:** The Board reviewed a proposal from House of Automation to replace the faulty free-exit detection ground sensor for the Caspi Gardens gate. After discussion, Ron moved to approve the proposal at a cost of \$997.50. Leslie seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from House of Automation to replace the shorted-out motor drive module and power supply on the Norma Gardens gate. After discussion, Leslie moved to approve the proposal at a cost of \$2,286.90. Ron seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from Accurate Security to replace the closer and strike plate on the Shirley Gardens pedestrian gate. After discussion, Ron moved to approve the proposal at a cost of \$2,645.10. Leslie seconded, vote was all ayes, motion carried.

**SURVEY:** The Board reviewed a draft online survey to send to the membership for input on potential improvements to the community. After discussion, Richard moved to approve the survey as drafted for distribution to the membership. Leslie seconded, vote was all ayes, motion carried.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 11:21 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD DECEMBER 11, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:01 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** The owner of 9845 Caspi Gardens #1 was in attendance to request the Board investigate options for EV charging.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the September 2025 meeting. Richard moved to approve the minutes as presented. Ron seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for August–October 2025. Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

The Board discussed the reserve funds and possible projects for the upcoming year. Management was instructed to draft a community survey with options for Board review.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for APN 381-031-69-40, 381-031-71-14, and 381-031-72-53. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**PADRE DAM VALVE REPLACEMENTS:** The Board reviewed an email and map from the construction maintenance supervisor with Padre Dam advising they have identified seventeen (17) valves on the property that require replacement. Management advised the first phase is complete, and the second phase will be scheduled for some time next year.

**GATE REPAIRS:** The Board reviewed the contract from House of Automation that was approved by the Board between meetings as an emergency to replace the failing RFID tag reader at the Caspi Gardens entrance gate. After discussion, Leslie moved to ratify the contract at a cost of \$6,820.00. Ron seconded, vote was all ayes, motion carried.

The Board reviewed the contract from House of Automation that was approved by the Board between meetings as an emergency to replace the failed vehicle gate directory at the Shirley Gardens entrance gate. After discussion, Leslie moved to ratify the contract at a cost of \$4,945.00. Ron seconded, vote was all ayes, motion carried.

**DRAFT POLICIES:** The Board reviewed a draft amended Enforcement Policy & Fine Schedule, and drafts for a Neighbor-to-Neighbor Dispute Policy and Emergency Gate Repair Policy. After discussion, Richard moved to approve all three (3) draft policies to be distributed to the membership for the required twenty-eight (28) day review period. Leslie seconded, vote was all ayes, motion carried.

**JANUARY MEETING:** The Board moved the January meeting to January 15, 2026.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 11:21 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD SEPTEMBER 11, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the June & August 2025 meetings. Richard moved to approve the minutes as presented. Ron seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for April–July 2025. Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

**DRAFT RESERVE STUDY:** The Board reviewed the draft reserve study from SCT. After discussion, Richard moved to approve the reserve study as presented. Leslie seconded, vote was all ayes, motion carried.

**DRAFT BUDGET:** The Board reviewed the draft 2025-2026 budget. After discussion, Richard moved to approve a with no increase, with the dues to remain at \$285.00/month per unit, to begin November 1, 2025. Ron seconded, vote was all ayes, motion carried.

**CAI BUCK A DOOR:** Management explained that the Buck A Door program through Community Associations Institute helps to fund the California Legislative Action Committee, which helps to fight and/or modify legislation that can be detrimental to Homeowners Associations. After discussion, Leslie moved to make a donation of \$224.00. Ron seconded, vote was all ayes, motion carried.

**INSURANCE RENEWAL:** The Board reviewed the annual insurance renewal from LaBarre/Oksnee with an option to increase to a \$25,000 deductible. After discussion, Richard moved to approve the renewal at an annual premium of \$46,071.28 and a \$25,000 deductible. Ron seconded, vote was all ayes, motion carried.

**EAST POOL JOINT SEALANT:** The Board reviewed a proposal from Aqua Diamond Pool Service to replace the mastic and coping sealant at the East pool. After discussion, Ron moved to approve the proposal at a cost of \$4,085.00. Leslie seconded, vote was all ayes, motion carried.

**FINE ENFORCEMENT CHANGES:** The Board discussed the new law that was passed that limits fines Associations can levy against owners and agreed not to amend the existing policy at this time, and only enforce what is currently allowable.

**BULK ITEM HAULING SERVICE:** The Board reviewed a letter from Independent Hauling advising they will be closing their business, but the contract for Riderwood will be transferred to Universal Waste Disposal, who will honor the current contract and contract price. Management advised the transfer has been seamless so far and there have been no issues.

**LANDSCAPING:** Management was instructed to ask Green Valley to submit a proposal for another phase of turf renovation, not to include any of the large areas by the playgrounds.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 11:21 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD AUGUST 13, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Richard Middelberg, and Aymen Elsalim. Leslie Atkins was absent.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for APN 381-031-69-05 and 381-031-70-09. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:15 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD JUNE 12, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the May 2025 meeting. Leslie moved to approve the minutes as presented. Ron seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board tabled the financials for April 2025 for further review.

**MAINTENANCE RATE INCREASE:** The Board a maintenance rate increase from 360 Maintenance from \$50.00/hour to \$60.00/hour, effective July 1, 2025. After discussion, Richard moved to approve the increase as presented. Leslie seconded, vote was all ayes, motion carried.

**POOL FURNITURE:** The Board discussed purchasing pool furniture for the summer season and agreed that as there are umbrellas in the pool area, residents can bring their own chairs.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:11 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD MAY 8, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the March 2025 meeting. Ron moved to approve the minutes as presented. Leslie seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for February & March 2025. Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

**POOL REPAIRS:** The Board reviewed additional information from Aqua Diamond Pools regarding their recommendation to drain the pools and replace the drain covers. The Board also reviewed water purification proposals from Triton Water Renewal. After discussion, Richard moved to approve the proposal from Aqua Diamond Pools to drain both pools and replace the drain covers at a total cost of \$2,600.00 and to switch to liquid chlorine for both pools. Leslie seconded, vote was all ayes, motion carried.

**GATE REPAIRS:** The Board reviewed a proposal from House of Automation to replace the two (2) ground loop safety sensors on the Caspi Gate. After discussion, Ron moved to approve the proposal at a cost of \$2,788.00. Leslie seconded, vote was all ayes, motion carried.

**JANITORIAL SERVICE:** The Board reviewed correspondence from Excel Cleaning Service advising of a \$105.00/month increase. After discussion, Ron moved to approve the increase. Leslie seconded, vote was all ayes, motion carried.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed homeowner correspondence, disciplinary action, and delinquencies.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:26 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD MARCH 13, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes from the January 2025 meeting. Richard moved to approve the minutes as presented. Leslie seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for November & December 2024 and January 2025. Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for APN 381-031-69-49 and 381-031-70-09. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**FINANCIAL REVIEW:** The Board reviewed the draft financial review. After discussion, Richard moved to approve the financial review from Sonnenberg & Company, CPAs, for distribution to the membership. Leslie seconded, vote was all ayes, motion carried.

**WOOD REPAIRS & PAINTING:** The Board reviewed proposals for wood repairs & painting in Phases II & III in the community. After discussion, Richard moved to approve the proposals from 360 Community Management for a total of \$232,279.48. Ron seconded, vote was all ayes, motion carried.

**PATIO SLAB REPLACEMENT:** The Board reviewed proposals to replace the lifted patio slab at 9821 Caspi Gardens #5. After discussion, Ron moved to approve the proposal from STP Masonry for \$1,600.00. Leslie seconded, vote was all ayes, motion carried.

**POOL REPAIRS:** The Board reviewed a proposal from Aqua Diamond Pools to drain and refill both pools and replace the drain covers. Management was instructed to obtain additional information and determine the last time both pools were drained. Management was also instructed to request a water purification proposal from Triton Water Renewal.

**GATE REPAIRS:** The Board reviewed the proposal from House of Automation to replace the failed Caspi gate operator unit that was approved between meetings via email as an emergency. After discussion, Richard moved to ratify the contract at a cost of \$6,548.00. Leslie seconded, vote was all ayes, motion carried.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed homeowner correspondence, disciplinary action, and delinquencies.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:26 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD JANUARY 16, 2025**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, and Richard Middelberg. Aymen Elsalim was absent.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the November 2024 meeting. Leslie moved to approve the minutes as presented. Ron seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board tabled the financials for November 2024 for further review.

**MAILBOX NUMBER DECALS:** The Board reviewed a revised proposal from Postal Products Unlimited, Inc. for new mailbox number decals, with engraved plastic and silk-screen metal options. After discussion, Richard moved to approve the silk-screen metal decals at a cost of \$764.14. Leslie seconded, vote was all ayes, motion carried.

**ELECTION BY ACCLAMATION:** Management advised per California Civil Code, if, at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are Board positions to be filled, then the Board of Directors may, after voting to do so, seat the qualified candidates by acclamation without balloting. Management confirmed there are no more candidates than there are open positions for the 2025 election. After discussion, Ron moved to proceed with the election by acclamation. Richard seconded, vote was all ayes, motion carried.

**PATIO SLAB REPLACEMENT:** The Board reviewed a proposal from ACP to replace the lifted patio slab at 9821 Caspi Gardens #5, with an option to replace the section of lifted sidewalk intersecting the front of it. Management was instructed to determine if the lift can be grinded down, and proceed with the grinding, or if it cannot be grinded down, to obtain a competitive bid for the replacement.

**RECYCLING SERVICE:** Management advised Waste Management is investigating the Association's dispute of erroneous contamination charges for a possible credit to the Association. Management was instructed to ask Waste Management for the cost to exchange the recycle bins for totes, and replace two of the recycle bis with trash bins.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed homeowner correspondence, disciplinary action, and delinquencies.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:26 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**RIDERWOOD GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD DECEMBER 12, 2024**

Brittany Vik from 360 Community Management called the meeting to order at 10:00 a.m. Board members present were Ron Gerak, Leslie Atkins, Richard Middelberg, and Aymen Elsalim.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the November 2024 meeting. Richard moved to approve the minutes as presented. Leslie seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for October 2024. Richard moved to approve the financials as presented. Leslie seconded, vote was all ayes, motion carried.

Management was instructed to investigate why the sewer G/L is significantly over budget for the previous fiscal year.

**MAILBOX NUMBER DECALS:** The Board reviewed a proposal from Postal Products Unlimited, Inc. to purchase new number decals for the mailboxes. After discussion, Richard moved to approve the proposal at a cost of \$413.41 and to have maintenance install the new numbers on the mailboxes. Leslie seconded, vote was all ayes, motion carried.

**WASTE HAULING FEES:** The Board reviewed the unbudgeted trash overage and recycling contamination fees imposed by Waste Management for the last fiscal year. Management advised a dispute over the fees has been filed with Waste Management, and the Association will not pay any more fees until the matter is resolved. Management was instructed to ask Waste Management what the bare minimum requirement is for recycling and if the Association could switch to recycle totes instead of dumpsters.

**LANDSCAPING:** The Board reviewed proposals to remove the plants inside the parking lot planters and cap off the irrigation, with options to install mulch, gravel, or low growing plants with drip irrigation. The Board agreed to table this matter at this time.

The Board reviewed proposals to replenish the existing playground mulch or remove the existing mulch and install rubber playground mulch in all three (3) playgrounds. The Board agreed to table this matter at this time.

**NEXT MEETING DATE:** The next meeting will be on January 16, 2025 at 10:00 a.m.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed homeowner correspondence, disciplinary action, and delinquencies.

A motion was made, seconded, vote was all ayes, motion carried. And carried to adjourn the meeting. The meeting was adjourned at 10:26 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_