

## 2017 NEWSLETTER



The next Board meeting is scheduled on Thursday, October 19, 2017 at Spectrum Property Services, 1259 Callens Road, Suite C, Ventura at 7:00PM. Hope to see you there!



**Annual Election:** At the November 13, 2017 Annual meeting we will be electing TWO (2) DIRECTORS, to serve on the Board of Directors for a term of TWO (2) years.

**Secret Ballots will be mailed October 13<sup>th</sup>.**

### Quorum:

A quorum of members must return ballots in order for the election to be valid. In the event Riverveiw Ventura HOA does not have a minimum of Sixty (60) members represented at the annual meeting, either in person or by Secret Ballot, the Board President cannot call the meeting to order and will announce the meeting to be continued at a subsequent date.

### IMPORTANT

When returning the secret ballot envelope please **make sure** in the upper left hand corner of the second envelope, the voter prints and signs his or her name, address, and or unit number that entitles him or her to vote. **Unfortunately, we cannot accept your submitted ballot envelope without a signature. Please make sure you sign the ballot envelope.**

***Join us***  
for your Annual Meeting.  
**Don't miss it!**



The Board is looking for Volunteers to serve on varies committees pool, landscape, Architectural & parking. If you would like to volunteer, please contact Lupe Aguilera at Spectrum Property Services.



## GUTTER/ROOF CLEANING

R&S Construction will be completing gutter and roof cleaning (Weather Permitting).

Phase 1-October 9<sup>th</sup>

Phase 2-November 13<sup>th</sup>

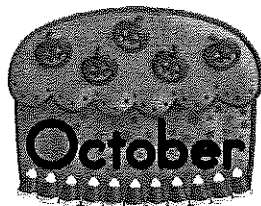
Phase 3 December 11<sup>th</sup>

We ask that you please be careful at all times around the work area. Please be advised that hazards such as falling debris may exist in and around the work area. Please cover all valuable items, should the cleaning crew be near or around your unit, as some debris as a result of this operation may land on your property. Neither the Association nor the vendor will be responsible for any damage to, or for cleaning any contents of units, or removal of any debris from any individual property as a result of the leaning of the gutters, valleys, downspouts and waterways.

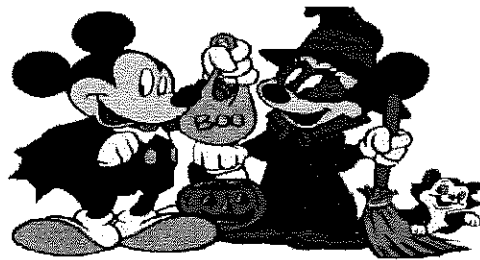


Spectrum Property Services has an after hour emergency line (805) 535-5222. Please contact them if you see a broken sprinkler or believe you have a plumbing leak if it's after hours.

Please do not email after hours as it's not seen till the next business day.



**HAPPY BIRTHDAY TO THOSE WITH  
THEIR BIG DAY IN OCTOBER 2017**



Please mail, email, or fax correspondence to:

Spectrum Property Services  
P.O. Box 5286, Ventura, CA 93005

Location:  
1259 Callens Road, Suite A  
Ventura, CA 93003

Association Manager: Lupe Aguilera  
(805)642-6160 Ext. #112  
Fax: (805)642-3944  
[Lupe@spectrumprops.com](mailto:Lupe@spectrumprops.com)

Office Hours:  
Monday-Thursday 9AM to 5PM  
Friday 9AM to 2PM

After Hours  
Emergency Line: (805)535-5222

