



RIVERSIDE MANAGEMENT
& FINANCIAL SERVICES, INC.
"Helping communities succeed"

Dear River Oaks Member,

Welcome to the River Oaks at Paso Robles Community Association! Your Board of Directors has selected Riverside Management & Financial Services Inc. to provide association management services for your community. We would like to take this opportunity to introduce ourselves to you and provide some useful information about our office and procedures.

Our primary duty is to advise the Board and manage the financial business of your corporation. This includes billing HOA dues, providing monthly financial reports, correspondence, compliance and advising the Board of Directors on day-to-day management issues in accordance with your own governing documents and the California Civil Code.

Our Corporate office in Roseville at 2250 Douglas Blvd., Suite 160 Roseville CA 95661. Corporate office hours are from 9:00 am to 4:00 pm Monday through Friday. At all other times, evenings, weekends and holidays, our direct office phone number will pick up your calls and the system will direct your calls to an after-hour message line. Please leave your name, Association, return phone number along with a brief message and we will get back to you on the next business day. Our office number is 916.740.2462.

Pamela Ciapessoni and Jacqueline Bradford will act as the Association managers for your community. Their contact information is 916-740-2462 or pamelac@riversidemgmt.com, or jacqueline@riversidemgmt.com. We are also excited to announce Stephanie Roberts as our new General Manager who will be onsite to oversee the daily operations of the beautiful amenities and Tara Mansfield Shorrock as the Lifestyle Coordinator who will be responsible for all of your lifestyle events, parties and social activities. Their contact information is 805.237.5127 or you may email them at StephanieGMRiverOaks@Riversidemanagement.com or TaraLCRiverOaks@Riversidemanagement.com

Accounting Information:

To set up automatic payments for your HOA dues through direct deposit, please contact HOAccounting@riversidemgmt.com or ask for accounting in our corporate office at 916.740.2462. or you may log into the portal to access your information and sign up for payment options. For monthly assessments, statements will be mailed to you monthly. This community is a Range of Assessment community and operates within ranges based upon sales and open phases. As phases open, assessments may fluctuate. The statement will always show the current assessment rate.

We look forward to serving and meeting each of you individually!

Sincerely,

Pamela Ciapessoni
Executive Vice President
Riverside Management & Financial Services, Inc.