

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
27th of August 2021
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the 27th of August 2021 via teleconference at 12:00 PM. A quorum of members was present, and business conducted as is outlined herein.*

MEMBERS PRESENT:

Ed Colson	President
(Randall) Scott Daniels	Secretary
JD Baker	Treasurer
Tessa Voss	Director at Large
Brett Ferguson	Vice-President

MEMBERS ABSENT:

ALSO PRESENT:

David J. Schuknecht, CMCA, AMS, PCAM representing Personalized Property Management.

CALL TO ORDER:

The meeting was called to order by Ed Colson at 12:00 PM

HOMEOWNER FORUM

There was three homeowners present. Topics discussed included meeting scheduling, carports, landscaping, reserve study, and reserve contributions.

SECRETARY'S REPORT:

The board reviewed the minutes of the last meeting dated the 21st of May, 2021. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the minutes as amended.

The board noted they met in executive session and approved a NOD against APN 501-092-080.

TREASURER'S REPORT:

The board reviewed the financials from June 2021 as prepared by Management. Following a discussion and upon a motion duly made and seconded, the board moved to accept the financials. Motion carries unanimously.

COMMITTEE REPORTS:

Landscaping and Maintenance – Mario is finishing up on electrical and dryer vents. Dead plants are being removed from the atrium. Management gave an update on the price increase of grass seed, shortage of chlorine, and other grounds related items. The board will cut down the densely wooded bushes to allow for new regrowth. Following a

discussion and upon a motion duly made and seconded the board of directors approved trimming down the bushes low per the recommendation from the landscape contractor. The motion carries unanimously.

- i. Landscape Committee Charter Review – The charter is not drafted yet.
- ii. Landscape Committee Member Review – The current committee members are Julie Harris, Gordon Elkins, Nikki Virbitsky, Laura Fuson, Deirdrie Wade, Jenny Grimer, and Marilyn Meyer.

Pools and Spas – No report.

Architectural –

- i. Unit 113 – The board reviewed the application that was provided by this unit. The board previously sent the approval and ratified that approval.
- ii. Unit 723 – The board reviewed the application from this unit for the adding of 2 blossoming small shrubs on the east side of building 7. Following a discussion and upon a motion duly made and seconded the board of directors unanimously approved the request. Motion carries unanimously.
- iii. Unit 1818 – The board reviewed the request for new windows. The board approved the request and ratified that approval.

Storage Units- Two units are ready for leasing and the owners will be contacted that are next in line.

Newsletter – No update.

UNFINISHED BUSINESS

- A. None.

NEW BUSINESS

- A. Reserve Study Proposal – Following a discussion and upon a motion duly made and seconded the board of directors unanimously approved SCT Reserve Consultants to do a level 2 study at a cost of \$1,850.
- B. Roof Maintenance Proposal – The board reviewed the roof maintenance proposal from Western Pacific Roofing. Following a discussion and upon a motion duly made and seconded the board of directors unanimously approved the roof maintenance at a cost of \$4,500. Motion carries unanimously.
- C. Gates 7 and 8 Report – The board of directors reviewed the report and the costs associated with gates 7 and 8. Following a discussion and upon a motion duly made and seconded the board of directors approved all the items offered minus the operators at a cost of \$4, 750 as well as build a cage around the operator on the exterior of the community. Motion carries unanimously.
- D. Estimates 2036-2040, 2042 Blue Sky Landscaping – The board reviewed the proposals from Blue Sky Landscaping for various items, mainly related regarding water overspray. The item was tabled.
- E. Via Escuela Desertscape Conversion – Item was tabled.
- F. 2022 Building Painting - Item was tabled.
- G. 2022 Budget Discussion - Item was tabled.

- H. Owner Request for Flooring after Leak Unit 812 – The board reviewed the request from the owner at Unit 812. The board determined that the items proposed were not the responsibility of the association. Following a discussion and upon a motion duly made and seconded the board of directors denied the request from the owner as it is the owners responsibility, they will pay for the association's responsible portion. Motion carries unanimously.

NEXT MEETING:

The next meeting is on September 17, 2021 at 12:00 PM

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 1:34 PM

Respectfully submitted
David J. Schuknecht
Community Manager
Personalized Property Management

CERTIFICATE OF SECRETARY

I certify that I am the duly qualified and acting secretary of the Riviera Gardens Homeowners Association a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association and entered in the Minutes Book.

DATED: _____

Riviera Gardens Homeowners Association
A California Corporation

BY: _____
Secretary or Director