

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
23<sup>th</sup> of September 2022  
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the 23<sup>rd</sup> of September 2022 via teleconference at 11:00 AM. A quorum of members was present, and business was conducted as is outlined herein.*

**MEMBERS PRESENT:**

<b>Deirdrie Wade</b>	President
<b>(Randall) Scott Daniels</b>	Secretary
<b>Tessa Voss</b>	Director-At-Large
<b>Brett Ferguson</b>	Vice-President

**MEMBERS ABSENT:**

<b>JD Baker</b>	Treasurer
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**ALSO PRESENT:**

David J. Schuknecht, AMS, PCAM and Jasmine Meza representing Personalized Property Management.

**CALL TO ORDER:**

The meeting was called to order at 11:32 AM.

**HOMEOWNER FORUM**

There were seventeen homeowners present topics discussed included, committees, property values, carports and charging solar panels, water shut off valves, updated website, CAI engagement.

**SECRETARY'S REPORT:**

The board reviewed the minutes of the last meeting dated the 19<sup>th</sup> of August 2022. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the minutes. Motion carries unanimously.

The board disclosed that the met in executive session and discussed contracts, one contractor was approved for mediation.

**TREASURER'S REPORT:**

Financials were not available due to a system upgrade.

Late Fee Reversal – The Board received a request for late charges to be waived. Following discussion, the Board denied the request.

## **COMMITTEE REPORTS:**

- A. **Landscape and Maintenance** – The committee provided a written report to the board as well as provided a verbal report at the meeting. Highlights included an overview of the walkthrough with the landscaper, overseeding schedule, fertilization, tree maintenance, underground water leaks and other proposals for maintenance. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the committee's report as presented.
- B. Communications / Social Committee
- i. Charter - Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the communication/social committee charter as presented.
  - ii. Report and Enclosure – The website was recently updated. Recommendations from the committee included linking the Facebook account to the website, creation of newsletter for residents (every other month). The Facebook page is managed by homeowners, information for the page will be shared in the newsletter.
- C. Long-Term Planning Committee
- i. Nomination Form – An interested person submitted their name to be considered for the committee. The board reviewed the three applications. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved Mark Esterl to the Long-Term Planning committee.
  - ii. Charter – The committee members drafted a charter for the review of the Board. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the long-term planning committee charter as presented.
  - iii. Report and Enclosure - The committee provided a written report to the board as well as provided a verbal report at the meeting. Highlights included the committee goals and visions for future projects.
  - iv. Chairperson and Liaison - Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved appointing Paul Roggenkamp as the committee chairperson and appointing of Deirdrie Wade as the committee liaison. Motion carries unanimously.
  - v. Reserve Analyst – The committee recommended an engineer firm with capability to be contracted to evaluate the complex and advise and costs over time for all aspects requiring upgrade or replacement. The estimated cost of the study is approximately \$25,000. The Board agreed to table until the formal proposal is received.

- vi. Postings HOA Website - The committee requested that all reports/ agendas of the Committee be posted on HOA website for information to all homeowners. The Board was amenable to posting the items upon review and approval by the Board.
- vii. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the committee's report as presented.

**D. Architectural –**

- i. 2083 Via Miraleste / Windows – The owner submitted a request for the replacement of sliding doors. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the application contingent on permit number from the City of Palm Springs. Motion carries unanimously.

**UNFINISHED BUSINESS**

- A. Gate Sentry Proposal/DoorKing Cellular Service Proposal – It was recommended by the committee that a survey of owners be conducted.
- B. Carport Post and Carport Roof Proposal Updates – No action as the committee would like to have the report from engineer.
- C. Greenbelt Drainage Building 10/9 Update – No proposal was received.
- D. Grayco Panel Inspection – No action as the committee would like to have the report from engineer.
- E. Electric Car Charging - No action as the committee would like to have the report from engineer.
- F. Hotel Fence Long Term Solutions – Contact has been made but no further update at this time.
- G. Pool Maintenance Contract – Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the contract as presented. The heat will be turned on at pool 2 at 82 degrees.\_

**NEW BUSINESS**

- A. Balcony Inspection Bill –Management will contact the associations attorney to inquire on the association's responsibility.
- B. ADA Parking Requirements – Correspondence was reviewed, management provide an overview on requirements in the complex.
- C. Storage Units – Management will provide an updated list to the Board.
- D. 2022 Seed Order – Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved PPM to coordinate the seed purchase through Simplot Grower.
- E. Water Leak Update – The Board reviewed, no action.

**NEXT MEETING:**

The next meeting is scheduled for September 30, 2022 at 11:00 AM.

**ADJOURNMENT:**

At this time with no further business presented to the board, the board director adjourned the meeting at 1:30 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