

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
18th of November 2022
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 October 2022 via teleconference at 11:00 AM. A quorum of members was present, and business was conducted as is outlined herein.*

MEMBERS PRESENT:

Deirdrie Wade	President
(Randall) Scott Daniels	Secretary
Tessa Voss	Director-At-Large
Mike Tull	Director
JD Baker	Treasurer

MEMBERS ABSENT:

ALSO PRESENT:

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

CALL TO ORDER:

The meeting was called to order at 11:01 AM.

HOMEOWNER FORUM

There were twenty homeowners present topics discussed included, violations and the fire at building 21.

SECRETARY'S REPORT:

The board reviewed the minutes of the last meeting dated the 27th of October 2022. *Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the minutes. Motion carries 4-0-1.*

The board disclosed that the met in executive session and discussed contracts and member discipline.

TREASURER'S REPORT:

The board reviewed the financials as of September 2022 in accordance with Civil Code 5500. *Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously accepted the financials as presented.*

COMMITTEE REPORTS:

- A. **Landscape and Maintenance** – The landscape committee provided a report that was included in the Board pack but provided an additional verbal report.

- a. Landscape Committee Report – The committee gave a report on the results of the meeting. The committee would like to remove several trees from the complex. Those trees are scheduled to be removed in phases with the first phase to be taken underway this year which includes a total of four (4) trees. The landscaping committee is also preparing a request for proposal to be sent out to several landscape companies in reviewing of their landscape contract.
- B. Communications / Social Committee** – The website is now up to date. The committee’s names and contact information are included on the website. The newsletter was sent out to all owners. Future articles will be asked to kept to 250 words or less. There is a new page added to the website the FAQ’s portion. The committee requested adding of the committee charters to the website. The Board liaison for the Communications committee will be Tessa Voss. Following a discussion and upon a motion duly made and seconded the Board appointed Tessa Voss to act as liaison for the committee. Motion carries unanimously.
- C. Planning and Implementation Committee** – The planning committee provided a report in the board packet outlining the priorities for the community and estimated timeframes for completion of various projects. The board reviewed the priority list prepared by the committee. No decisions were made as proposals were not prepared for the various engineers and project managers. The Board will review those items as those items.
- D. Architectural** – No update.

UNFINISHED BUSINESS

- A. Hotel Fence Long Term Solutions – The Board is in contact with the hotel on the issue.
- B. Balcony Inspection – The attorney will be meeting management onsite to review the issues and the applicability of the law to the association.
- C. 2023 Budget – The board noted that there was an error with the landscaping and the issue was corrected before mailed to the owners.

NEW BUSINESS

- A. Water Cages – Mario is resolving the issue.

NEXT MEETING:

The next meeting is scheduled for December 14, 2022 at 1:00 PM

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 12:30 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