

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
15th of December 2022
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the 15th of December 2022 via teleconference at 1:45 PM. 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 (left the meeting during committee reports)
Mike Tull	Director
JD Baker	Treasurer

MEMBERS ABSENT:

ALSO PRESENT:

David J. Schuknecht, AMS, PCAM representing Personalized Property Management.
Johny Perez, CCAM, representing Personalized Property Management

CALL TO ORDER:

The meeting was called to order at 1:48 PM.

HOMEOWNER FORUM

There were twelve homeowners present no topics discussed.

SECRETARY'S REPORT:

The board reviewed the minutes of the last meeting dated the 18th of November 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 and member discipline.

TREASURER'S REPORT:

The board reviewed the financials as of October 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** – Four trees have been removed from the complex that have been identified as sick and/or dying trees. The stumps will be removed tomorrow. The next will be taken care of in 2023. The committee discussed the

three estimates from Blue Sky for the irrigation over by Building 12 that is causing runoff onto the sidewalk. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the second half of estimate for \$1,930. Motion carries 4-0-1.

- a. RFP Status and Report - The request for proposal has been sent out to the landscape contractors. The timeline was shared and is on schedule.
- B. Communications / Social Committee** – The committee sent out a newsletter last week. The committee held a coffee social that had 25 attendees. Next month, January 17th at 12:00 PM at pool 3 there will be a potluck lunch. The next newsletter will go out in February.
- C. Planning and Implementation Committee** – The committee reported that they had reached out to the City of Palm Springs for building plans. The committee discovered that there were no building plans. The committee then went to Riverside County to find building plans, only to discover no building plans. The committee asked for the board to review the reserve study proposal that was submitted to them at the last meeting. Next, they provided an update on the electrical panels, a proposal for an electrical engineer proposal will be submitted for the Board of Directors review.
- D. Architectural** – No update.
 - a. Unit 1923 Window Replacement – The board reviewed the application as submitted by the owner. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the application with a bronze exterior. Motion carries unanimously.
 - b. Unit 1913 Window Replacement - The board reviewed the application as submitted by the owner. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the application with a bronze exterior. Motion carries unanimously.
 - c. Unit 1715 Gate App – The Board reviewed the application. The owner has stated that they removed the gate in the front of the unit, as such the board only considered the application for the rear of the unit. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the installation of only the back patio gate. Motion carries unanimously. The owner will be sent a violation for the tile installation at the front of the unit which was not included in the application.

UNFINISHED BUSINESS

- A. Hotel Fence Long Term Solutions – The Board met with the security supervisor and on floor manager of the Riviera Hotel. They promised the director that it would be repaired. The Board is going to allow them until January to complete the work.
- B. Balcony Inspection – The board reviewed the response from the attorney in regard to SB326. The walkways and the patios require to be inspected, but not the stairs themselves.

NEW BUSINESS

- A. Uniformity and Compliance Committee – The Board discussed establishing a new committee to review the violations of the association and to potentially establish new rules and regulations. Following a discussion and upon a motion duly made and seconded the Board approved the establishment of an Architectural and Compliance Committee. The motion carries unanimously.
- B. Architectural Guidelines and Rules and Regulations – The Board discussed the architectural guidelines and rules and regulations of the community.
- C. Car Washing and Water Waste – The Board discussed car washing. Due to the drought, the Board proposed that water be restricted for the use of watering down hardscapes and cars. The Board will ask the ACC committee to update.
- D. New Card Reader Gate 3 and Gate 8 – It was reported that these card readers were not working properly. One gate was thought to be repaired but it is not. The proposal for the new card reading system was for only one gate as a result of that. The new card reading system would be unique and would not work at other gates. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the estimate to be installed at gates 3 and 8 for \$4,843.12. The motion carries unanimously.
- E. Mario's Christmas Gratitude – The board discussed a holiday bonus for their onsite maintenance person. The board did approve a net bonus of \$500 to Mario.
- F. Association Plumber – Hammer Plumbing – The Board has not been happy with the performance of the plumber and discussed other options available to them.
- G. Maintenance Overseeing Responsibilities – The Board discussed whose responsibility it should be to oversee their onsite maintenance person.
- H. Pool 4 Heater Replacement Ratification – The heater had gone out in between meetings and the board under previously authorized authority approved the replacement of it. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously ratified the replacement of the heater.
- I. Ballot Box Inspector of Elections Proposal – With the nomination period over the number of persons running for positions is in excess of the open seats available. The board reviewed the proposal from Ballot Box to serve as the inspector of elections. Following a discussion and upon a motion duly made and seconded the Board of Directors approved Ballot Box to serve as the inspector of elections in person for Exhibit B with the preballot notice and results notice. The motion carries unanimously.
- J. Rental Discussion – The board discussed its lack of awareness around the number of HOA units currently rented, who the renters are, how to reach them, and whether they've signed statements confirming they've read and will abide by HOA Rules and Regulations. The lack of accurate data has implications for FHA loan eligibility as well. The Board discussed the need to improve enforcement of our bylaws requiring that owners provide this information to the

HOA, and the potential for implementing rental fees. Mike volunteered to bring forward an action plan for discussion in the January Board meeting.

- K. Board Member Resignation – Tessa Voss resigned from her position on the Board of Directors due to the increasing demand of her personal and professional life. The Board thanked her for her years of service and will look to nominate her replacement in the January Board Meeting.

NEXT MEETING:

The next meeting is scheduled for January 27, 2023, at 11:00 AM

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 3:15 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