

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 24, 2023
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on February 24, 2023, at 11:45 a.m. via teleconference. A quorum of members was present, and business was conducted as outlined herein.*

MEMBERS PRESENT:

Deirdrie Wade	President
(Randall) Scott Daniels	Secretary
Mike Tull	Vice-President
JD Baker	Treasurer
Jim Busch	Director

ALSO PRESENT:

Johny Perez, CCAM, representing Personalized Property Management

CALL TO ORDER:

President Wade called the meeting to order at 11:09 a.m.

EXECUTIVE MEETING DISCLOSURE:

Manager Perez informed the membership the Board met in an Executive meeting prior to the General Session meeting to approve minutes, discuss and approve landscape contract, and discuss homeowners' issues and delinquency.

HOMEOWNER FORUM

There were twenty-one homeowners present during the meeting. The topics discussed were as follows:

- HOA Dues
- Meeting recording
- Landscape Contract
- Executive Meeting discussed items
- Maintenance clarification
- Candidacy for the upcoming Annual Meeting

SECRETARY'S REPORT:

The board reviewed the minutes dated January 27, 2023. Upon a motion made by President Wade and duly seconded by Vice-President Tull to approve the minutes of January 27, 2023, as presented. The motion passed unanimously.

TREASURER'S REPORT:

Manager Perez informed the Board that January 2023 financials have not been finalized yet as the bank statement and reconciliation have not been provided to the accounting controller. January financials will be included in the next meeting.

DELINQUENCY:

Vice-President Tull held a conversation on the accounts that are past due. The association is short about \$21,000 due to some accounts having an outstanding balance of over \$3,000. After further discussion, a motion was made by Vice-President Tull and duly seconded by Director Busch to authorize Guralnick & Gilliland, as our attorney and agent, to execute, and record an assessment lien (to the extent the account is not brought current within the 35-day Pay-or-Lien timeline) and invoice the Association for the recording and mailing costs against APN 501-091-042 records of Riverside County, CA. The motion passed unanimously.

Upon a motion made by Vice-President Tull and duly seconded by Director Busch to authorize Guralnick & Gilliland, as our attorney and agent, to execute, and record an assessment lien (to the extent the account is not brought current within the 35-day Pay-or-Lien timeline) and invoice the Association for the recording and mailing costs against APN 501-091-068 records of Riverside County, CA. The motion passed unanimously.

COMMITTEE REPORTS:

- A. **Landscape** – Vice-President Tull held a conversation regarding the landscape proposals received from Pro Landscape and Conserve. Both companies were interviewed to obtain more knowledge about them and assure which will be a better fit for the association. Site visits were performed to different associations to inspect of the job performed by Pro Landscape and Conserve. After further conversation, Vice-President Tull informed the membership that Pro Landscape was granted the Landscape contract. The contract will be sent out to the HOA attorney for review. In addition, Blue Sky Landscape contract cancellation has been proposed for March 31, 2023. April 1, 2023, will be the tentative date for Pro Landscape to start in the association.

Furthermore, Vice-President Tull held a conversation regarding the proposals submitted by Conserve and Pro Landscape for the association's tree pruning. Moreover, Vice-President Tull informed the Board he reached out to Blue Sky to provide a proposal to install a 24" Montrose cactus by the corner of building 4 where a eucalyptus tree was removed for \$855. Upon a motion made by Vice-President Tull and duly seconded by President Wade to approve the proposal submitted by Blue Sky for the installation of the 24" Montrose cactus for \$855. The motion passed unanimously.

Director Busch thanked Vice-President Tull for the outstanding job with the RFP for landscape.

- B. **Communications / Social Committee** – The committee informed on the April newsletter edition and requested members to provide feedback. Director Busch proposed to include a section in the newsletter where questions asked during the open forum are answered on this section. Also, the request of a new Board

member to the committee to work as the committee liaison. Furthermore, a community get-together has been scheduled for March 17, 2023, by pool #2.

- C. **Planning and Implementation Committee** – The committee reported on the priority projects including the replacement of the electrical panels for each building and the Balconies/walkways inspection. In the last meeting, the Board approved the estimate submitted by RTM. RTM will provide a report once the inspection has been conducted. Also, the committee provided information on the inspection of balconies and walkways (SB 326). Chris Singler was contacted and met with the committee to go over the SB326 requirements. A proposal will be presented to the Board for review and approval at the next meeting.
- D. **Architectural** – No update.
 - a. 2083 N. Via Miraleste #814 Removal of Rocks by Sidewalk – Treasurer Baker informed the Board about the trip hazard located by the sidewalk and driveway by Bldg. 8 in front of visitor parking. Treasurer Baker proposed the removal of the rocks and to be replaced with concrete. Vice-President Tull and Director Busch proposed to have an inspection of the area Treasurer Baker mentioned as well as other areas throughout the community where rocks are located near parking spaces. The request was tabled for the next meeting.

OLD BUSINESS

- A. Bldg. 21 Fire Update – Manager Perez provided an update on the status regarding the insurance coverage and the preparation of the building back of the affected units.
- B. Hotel Fence Update– President Wade informed the Board that the fence was repaired as she was very persistent with the city and the hotel personnel. Also, there is an issue related to the shuttle buses that are parked along the street facing Riviera Gardens.
- C. Roof/Gutter Cleaning Plan – Vice-President Tull held a conversation regarding the need to have the roof and gutters cleaned. After further discussion, the Board agreed to finish the tree-trimming project prior to scheduling the roof gutter cleanup. The Board requested management to provide a proposal for the above-mentioned project next meeting.

NEW BUSINESS

- A. Beck & Company CPA Engagement Letter – upon a motion made by Treasurer Baker and duly seconded by President Wade to approve the engagement letter for the 2022 taxes and year-end audit for \$2,425. The motion passed unanimously.
- B. Ratification Pool #2 Leak detection Proposal – Upon a motion made by President Wade and duly seconded by Director Busch to ratify the estimate submitted by Hammer Plumbing & Pumping for the leak detection at pool #2 for \$2,800. The motion passed unanimously.

- C. Ratification Ace Golf Cart Repairs – Upon a motion made by President Wade and duly seconded by Treasurer Baker to ratify the proposal submitted by Ace Golf Cart for the maintenance of the association golf cart for \$2,755.79. The motion passed unanimously.
- D. Rental Units – Vice-President Tull held a conversation regarding the issue presented in the association related to those units being rented. Currently, the association does not have a database on how many units are renter/owner occupied and those that are registered with the city of Palm Springs for Airbnb and Vrbo rental use. The Board wants to obtain renters’ information in any case of an emergency involving a rental unit and to make sure renters are aware of and following the Rules and Regulations. In addition, management is not receiving the lease agreement from the owners as stated in the Association CCRs. furthermore, Vice-President Tull explained how the association can achieve the correction on this matter. The Board will discuss this matter further in the next meeting.
- E. Trip Hazard – Homeowner Request – Hilda Burghgraef reported a trip hazard issue present by visitor parking in front of unit 2014. President Wade informed that the car bump was removed and placed in the correct area away from the sidewalk path.
- F. Smoking (Discussion) – Tabled for next meeting.
- G. Compliance & Uniformity Committee (Discussion) – Vice-President Tull held a conversation regarding establishing a new committee. Director explained it is challenging to obtain members to participate in committees. An e-mail community should be sent out to the membership asking for membership participation. More discussion is scheduled for the next meeting.

NEXT MEETING:

The next meeting is scheduled for March 25, 2023, at 11:00 AM – Annual Meeting

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 12:57 PM

Respectfully submitted

Johnny Perez, CCAM®, 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