

RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
4th of March 2022
MINUTES

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the 4th of March 2022 via teleconference at 12:45 PM. A quorum of members was present, and business was 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, AMS, PCAM representing Personalized Property Management.

CALL TO ORDER:

The meeting was called to order by Ed Colson at 12:45 PM

HOMEOWNER FORUM

There were eighteen homeowners present topics discussed included, landscaping, compliments to the Board, an appreciation to the Painter, storage units and other issues.

SECRETARY'S REPORT:

The board reviewed the minutes of the last meeting dated the 26th of January 2022. *Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the minutes as presented.*

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

TREASURER'S REPORT:

The board reviewed the financials from January 2022 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:

Landscape and Maintenance –

- i. Landscape Committee Charter Review – The board reviewed the charters that were prepared. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the charter included in the Board Pack.
- ii. Landscape Committee Member Review – The board reviewed the committee members. Due to the newly appointed charter. Scott Daniels will not serve on the committee and only be liaison. The committee will make recommendations to the Board as far as membership in the committee.
- iii. Unit 224 Request – The committee reviewed the request from Unit 224. The committee recommended the denial of the request. Following a discussion and upon a motion duly made and seconded the Board fo Directors accepted the recommendation and denied the request for Unit 224. Motion carries unanimously.
- iv. Fruit Tree Trimming Proposal – The Board of Directors reviewed Estimate 2131 for citrus trimming. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the tree trimming.

Architectural –

- i. Unit 411 Additional Information – The Board reviewed the additional information provided by Unit 411. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the request of the owner, with the install being inspected by Mario, to use the current exhaust fan hole.
- ii. Unit 723 Landscape App – The board reviewed the request for UUnit 723 to install rock around their unit. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the application. Motion carries unanimously.
- iii. Sather Committee Nom Form – The board reviewed the application and have no good place to put the owner, but will work to find him a place where he can help out.

UNFINISHED BUSINESS

- A. Gate Sentry Proposal – The Board of Directors will set up a meeting with the company.
- B. Carport Roof Replacement Proposals – The board will not pursue the roofs until the carports posts are repaired.
- C. Water Drainage Building 10/9 – The proposal is forth coming.

NEW BUSINESS

- A. Electrical Panels Review and Proposal – The association has had an inspection done by the association electrician. The electrician believes they will need to be replaced eventually. The Board of Directors will get additional proposals for review.
- B. Low Water Pressure – The Board of Directors will have Hammer Plumbing come out and inspect the water pressure for the entirety of the association, or receive a proposal if Hammer expects the work to be expensive.

- C. Updated Proposal for Resurfacing of Pool and Spa – Rammel Construction submitted a proposal for the resurfacing of Spa 2 and 4 later this year. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the estimate of \$11,850 plus the additional cost of the light. Motion carries unanimously. Management was authorized to sign on the Board's behalf.
- D. Hammer Plumbing Unit 311 Plumbing Proposal – Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously ratified the approval. Motion carries unanimously.
- E. Carport Post Proposal – The Board of Directors have received one proposal from Vantage Point Construction. The association will invite the city inspector out to review the posts.

NEXT MEETING:

The next meeting is on April 1, 2022 at 12:00 PM

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 1:53 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