

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
1<sup>st</sup> of April 2022  
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the 1<sup>st</sup> of April 2022 via teleconference at 12:45 PM. A quorum of members was present, and business was conducted as is outlined herein.*

**MEMBERS PRESENT:**

<b>Ed Colson</b>	President
<b>(Randall) Scott Daniels</b>	Secretary
<b>JD Baker</b>	Treasurer
<b>Tessa Voss</b>	Director at Large
<b>Brett Ferguson</b>	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 12:49 PM

**HOMEOWNER FORUM**

There were twenty-eight homeowners present topics discussed included, electrical panels, pool service, painting job, and board's response and communication,

**SECRETARY'S REPORT:**

The board reviewed the minutes of the last meeting dated the 4<sup>th</sup> of March 2022. Following a discussion and upon a motion duly made and seconded, the board of directors unanimously approved the minutes as amended.

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

**TREASURER'S REPORT:**

The board reviewed the financials from February 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.

The assessmetns charged against the owners in question are more than 60 days delinquent the board of Directors approved their attorney to record a notice of lien on the association's behalf

on the following APN# 501-091-068 and APN# 501-092-047. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved.  
Following a discussion and upon a motion duly made and seconded the Board of Directors approved the Financial Review, A/E, Taxes, and Rep letter as prepared by the CPA Beck and Company. Motion carries unanimously.

#### **COMMITTEE REPORTS:**

##### **Landscape and Maintenance –**

- i. Landscape Committee Charter Review – No discussion.
- ii. Landscape Committee Member Review – No discussion.
- iii. Bluesky Estimates – Various
  - a. Inside Building 1 Drainage Problem – Est 2141 – The board reviewed the estimate for the amount of \$2,800. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the proposal. Motion carries unanimously.
  - b. Behind Building 4 Landcape Update – Est 2140 – The board reviewed the estimate in the amount of \$1,617.50. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the proposal for \$1,617.50 with other desert plants in place of the roses. Motion carries unanimously.
  - c. Olive Tree Trimming – Est 2133 – The board reviewed the proposal for the trimming of the olive trees at a cost of \$4,800. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the olive tree trimming proposal. Motion carries unanimously.
  - d. Change Order Desertscape Rock – Est 2130 – The board reviewed the change order for the desertscape over on Via Escuela. The change order was for \$3,500. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the change order for the 3/8” rock in place of the dg. Motion carries unanimously.
  - e. Change Order Desertscape Carob Tree Removal – Est 2131 – Two carob trees in the Desertscape were identified to be diseased. The landscaper recommended that the trees be removed. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the removal of the Carob trees at a cost of \$1,360. Motion carries unanimously.

##### **Architectural –**

- i. Unit 115 Window Replacement – Following a discussion and upon a motion duly made and seconded the Board of Directors approved the window replacement for Unit 115 subjet to matching the bronze anodized

#### **UNFINISHED BUSINESS**

- A. Gate Sentry Proposal/DoorKing Cellular Service Proposal - The board reviewed the letter from the management company, the doorking cellular service, and Gate Sentry. Following a discussion and upon a motion duly made and seconded the Board of Directors approved the modem dial up at a cost of \$15 a call box. Motion carries unanimously.
- B. Carport Post Proposal – The board would like to get two more estimates for the carpost replacement.
- C. Carport Roof Replacement Proposals – No discussion.
- D. Water Drainage Building 10/9 – The board reviewed the the water drainage proposal from Bob’s Equipment. The board would like to get two more estimates.
- E. Electrical Panels Review and Proposal – The board reviewed the proposals from Stewy’s Lighting, Grayco Electrical, and Coachella Valley Lighting and Electrical. The bids included quite a price discrepancy.
- F. Low Water Pressure – DWA and Hammer Plumbing reviewed the low water pressure and didn’t find any issues.
- G. Updated Proposal for Resurfacing of Pool and Spa – Rammel Construction – The board reviewed the correspondence from Rammell Construction.
- H. Storage Unit Pricing – The board discussed the storage unit pricing for 2023. The proposal was to increase the storage unit pricing up 20%. Following a discussion and upon a motion duly made and seconded the Board of Directors approved an increase of \$10 a month on January 1, 2023. Motion carries 2-1-2.

#### **NEW BUSINESS**

- A. Review of Painting Project/Completion/Scheduling of Final walkthrough – The board will schedule a meeting with the painter.
- B. Insurance Renewal (Matt Lawton) – The association insurance agent joined the meeting to share the information on the insurance renewal. The renewal premium for the year was lower than the premium for the past year but does move away form Farmers as being the sole carrier for all the policies. The renewal has several other carriers to make up the insurance coverage. Following a discussion and upon a motion duly made and seconded the Board of Directors unanimously approved the insurance renewal at a premium of \$45,318.15 with a \$10,000 deductible.
- C. Board Member Resignation and Nomination – Ed Colson resigned from the Board of Directors effective as the conclusion of this meeting. Following a discussion and upon a motion duly made and seconded the Board of Directors approved Deirdrie Wade to fill the vacancy of Ed Colson. Motion carries unanimously.

#### **NEXT MEETING:**

The next meeting is not scheduled at this time.

#### **ADJOURNMENT:**

At this time with no further business presented to the board, the board director adjourned the meeting at 2:43 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

DRAFT