

RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 31, 2023
MINUTES

Upon proper notice duly given, a meeting of the Board of Directors of the Riviera Gardens Homeowners Association was held on August 31, 2023, at 10:00 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	Vice-President
Mike Tull	Secretary
Jim Busch	Treasurer
J.D Baker	Director

ALSO PRESENT:

Johny Perez, CCAM, representing Personalized Property Management

CALL TO ORDER:

President Wade called the meeting to order at 10:07 a.m.

EXECUTIVE MEETING DISCLOSURE:

Manager Perez informed the membership the Board met in an Executive meeting prior to the General Session meeting and on August 24, 2023, to approve minutes, discuss contracts, legal, and discuss HOA and homeowners' issues.

HOMEOWNER FORUM

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

- Bldg. 21 fire
- Appreciation to Secretary Tull and Treasurer Busch for their help and leadership.
- Parking enforcement
- Rental – Fire Inspection.

SECRETARY'S REPORT:

The Board reviewed the minutes dated July 26, 2023. After further discussion, a motion was made by Secretary Tull and duly seconded by Treasurer Busch to approve the minutes dated July 26, 2023, as amended. Director Baker, Vice-President Daniels, and President Wade voted yes. The motion passed unanimously.

TREASURER'S REPORT:

Treasurer Busch deferred approving the financial statement until the proper updates and entries were corrected. Financial has been tabled for the next meeting.

The Board reviewed the financials statement pursuant to Civil Code 5500.

DELINQUENCY:

The Board reviewed the delinquency report.

COMMITTEE REPORTS:

- A. **Landscape** – Secretary Tull provided the landscape report. There was no major damage to the common area during Hurricane Hillary. Via Escuela desert scape was fixed by Pro Landscape the next day. In the next few months, the committee will be focusing on planting the new plants for the season, also Pro Landscape will be doing the scalping and reseeding throughout the community in October. In addition, Secretary Tull held a conversation on the Mulching proposal.
- B. **Communications / Social Committee** – Raise awareness of what is happening in the community. August was the last newsletter, and the committee has started working on the October newsletter. Also, the website has been updated to link PPM and Riviera Gardens, so members can access their accounts. Two sources of information for the membership. In addition, the minutes are all updated.
- C. **Planning and Implementation Committee** –
The committee continued its coordination and collaboration with Victor Leon of RTM Electrical Engineering, who reported that the initial inspection of a sample of panels revealed that the conduit size to all checked panels is 2.5 inches. That will require the removal and replacement of existing conduits with 4-inch+ conduit for all of the 400 Amp panels. The process will require the excavation and removal of all existing conduit and service wiring from panels to transformers and the installation of new, larger conduit and wiring. Victor Leon will have an updated cost estimate for us soon. It will be provided to the board as soon as we receive it. The project will likely be completed over a period of 2 years and will involve digging of trenches 4 feet deep from each panel to the service transformer so that old lines can be removed and replaced. The new panels can be installed as the trenching is being done and connected to the new service wiring following inspection by SCE and City of Palm Springs Code Enforcement. Then the trenches can be refilled and landscaping and/or concrete/asphalt replaced as needed.
SB326 Elevated Surfaces Inspection: The contract for the core drilling and inspections has been prepared and signed by Riviera Gardens HOA and should be delivered to C. Sigler & Associates for the work to begin. Mr. Sigler is ready to begin as soon as he receives the contract retainer and the signed amendment. He has also requested that he be included via Zoom in any meetings pertaining to this project as he will not always be in the Palm Springs area. Scott Fleming will be the Committee Point Person for Riviera Gardens' coordination and monitoring of the project.
Entry Gate Security Issue. This project was assigned to this committee at the July meeting and the committee asked for all current, relevant information on the various proposals for the complex's vehicle gates. The committee's intention is to determine a comprehensive solution for all accesses and overall security rather

than a piecemeal program. Because this project is a security issue and the information received was incongruous and non-comparable, the committee performed a need and wants analysis to determine exactly what is needed and wanted by our HOA to properly control access, and security and provide reasonably easy access for all homeowners/guests.

Secretary Tull stated that scheduling a town hall meeting is necessary to inform the membership about the different projects and if an assessment is required. The town hall meeting should be scheduled for mid-November. Treasurer Busch agreed on the idea of scheduling the town hall meeting as the membership needs to be informed about this project and how much an assessment will be to cover the expenses. Also, Treasurer Busch informed the membership about the contract with CL Sigler. Secretary Tull motioned to schedule a town hall seconded by Treasurer Busch, Director Baker, Vice-President Daniels, and President Wade voted yes. The motion passed unanimously.

Architectural – Ric provided the Architectural report. The committee reviewed and approved the application submitted by the owner of unit 515. Ric will be meeting with the owner to go over the project. Also, the committee is working on the review of the governing documents.

- a. 453 Via Escuela unit 515 Patio Tile Installation – Upon a motion made by Treasurer Busch and duly seconded by Secretary Tull to ratify the approval of the application submitted by the owner of the property mentioned above. Director Baker, Vice-President Daniels, and President Wade voted yes. The motion passed unanimously.

OLD BUSINESS

- A. Bldg. 21 Fire Update – Secretary Tull provided an update on this matter. PPC has submitted the permit to the city for review and approval on July 12, 2023. They invoiced PPC on July 31, 2023, for the formal review, and the city launched the formal review of the application on August 16, 2023. Jim Schilling, Secretary Tull, and Treasurer Busch are working on getting this project going and obtaining the city permit as soon as possible.
- B. Rental Units – Secretary Tull held a conversation regarding this matter. This is not to restrict rental; it is more to obtain the proper information about how many units are being rented in the community. Also, this will help the HOA obtain FHA approval. Three documents were created for this project. Secretary Tull provided the information included in the draft notice for the membership. Census form explanation – Items required to be filled out. – A conversation was held regarding updating the form and adding more points for clarification. Secretary Tull asked the Board about the fine amount to those members who do not respond or provide any rental information. President Wade stated that the \$50 seemed appropriate. However, more reviews must be made in order to make a decision, Director Baker also agreed with President Wade to discuss the fee further once a second review has been completed. Also, Director Baker stated that the sentence in the letter regarding the previous Board not handling

this matter property be removed. Treasurer Busch provided his opinion on this matter and thanked Secretary Tull for his effort in putting all these notices together. In addition, Treasurer Busch stated that is a requirement for the membership to have Rental insurance per the association’s governing documents.

- C. Uniformity review – President Wade held a conversation regarding this subject – topic table for the next meeting.
- D. Vantage Point Proposal Unit 1124 – the Board reviewed the updated proposal. After further discussion, a motion was made by Treasurer Busch and duly seconded by Director Baker to approve the proposal for the repairs of 4 roof rafters and the replacement of drywall and insulation for \$5,965. Secretary Tull, Vice-President Daniels, and President Wade voted yes. The motion passed unanimously.
- E. Fire inspections – Treasurer Busch held a conversation regarding this matter. The association must have a plan to update the gate systems. Perhaps the installation of the strobe lights could be incorporated into the gate system updates. Topic table for next meeting.
- F. Roof inspections – Treasure Busch held a conversation regarding the report. He stated that some of the roof areas are in fair/poor condition. Unfortunately, no timeframe was provided by the roofer and more information must be obtained regarding this matter.

NEXT MEETING:

The next meeting is scheduled for September 28, 2023, at 10:00 a.m.

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 11:58 a.m.

Respectfully submitted
Johny 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: 9/29/2023

Riviera Gardens Homeowners Association
A California Corporation

DocuSigned by:
BY: Mike Tull
Secretary or Director