

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 28, 2023
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Riviera Gardens Homeowners Association** was held on the date stated above, 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 10:14 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 contracts, legal matters, and discuss HOA and homeowners' issues.

HOMEOWNER FORUM

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

- Great community, grounds, and HOA – Pools
- Pool part of the amenities – Temperatures in pools and spas – Landscape
- Reserve Study
- Thanks to the Board
- Community looks great – Landscape vendor performing outstanding
- HOA dues increase

SECRETARY'S REPORT:

The Board reviewed the minutes dated August 31, 2023. After further discussion, a motion was made by Secretary Tull and duly seconded by Treasurer Busch to approve the minutes dated August 31, 2023, as amended. Director Baker, Vice-President Daniels, and President Wade voted yes. The motion passed unanimously.

TREASURER'S REPORT:

Treasurer Busch provided the financial reports for June, July, and August 2023. Currently, the association has on the operating account a total of \$57,256.47 and \$419,431.19 in the reserve account. Utilities are running over budget due to the high cost of natural gas. Also, Treasurer Busch informed the Board that the association has incurred expenses from the reserve account for about \$220,000. These expenses include \$51,000 for tree trimming, \$115,000 for insurance premium renewal, and \$16,000 for the electrical panel inspection. After further discussion, a motion was made by Treasurer Busch and duly seconded by Secretary Tull to approve the financials for June, July, and August 2023. Director Baker, Vice-President Randalls, and President Wade voted yes. The motion passed unanimously.

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

2024 Draft budget – Treasurer Busch stated he reached out to each of the committees for any future expenses. A draft budget will be created to go over with the Board. A separate meeting will be scheduled to discuss and review the draft budget in October.

DELINQUENCY:

The Board reviewed the delinquency report.

COMMITTEE REPORTS:

- A. **Landscape** – Secretary Tull provided the landscape report. Secretary Tull thanked everyone for the positive feedback. The committee conducted its monthly site inspection with PRO Landscaping and recognized the great job they're doing. The scalping and re-seeding are scheduled for October. The planting of flowers at the pools/spas is scheduled for November. Flowers will be planted only at the pools/spas, per last year's approach, which proved successful. Also, he mentioned that PRO is very proactive and responsive.
- B. **Communications / Social Committee** – The October newsletter is coming up – hard copies will be available by the mailboxes. Also, New updates on the Riviera Gardens website. In addition, information on the Town hall for December 9, 2023, was provided. A social gathering is scheduled for October 20, 2023, at pool #3 at 3:00 p.m.
- C. **Planning and Implementation Committee** –
The committee continued its collaboration with Victor Leon of RTM Engineering, who referred 4 companies that were sent Requests for Proposals. An RFP was also sent to the company doing electrical work on fire-damaged units of Building 21. The companies were invited to an on-site meeting on Oct 2, to review and discuss the scope of work and see the sites and conditions upon which they have been asked to bid. Victor Leon will be present to conduct the meeting. The proposal deadline will be Nov 3 when all bids will be reviewed by PIC and recommendations made to the Board.
Mark Esterl, from our committee, has agreed to monitor and coordinate this project with RTM Engineering and SCE.

SB326 Elevated Surfaces Inspection: The contract for the core drilling and inspections and the monetary retainer have been received by CL. Sigler & Associates. Mr. Sigler reported that the inspection will begin the first week of October. He also reported that he should have a great portion of the work completed in November, so we will have a fair idea of the total magnitude of the project and can inform the homeowners at the December Town Hall meeting. Due to the magnitude and complex nature of these projects and how they will affect every homeowner, this committee is preparing for the Dec 9 RG "Town Hall" Meeting to have the key subject matter experts brief all homeowners on the requirements, projected time schedule, and costs of each. Thanks to the Board of Directors for approving this important meeting.

Entry Gate Security Issue. This project is being researched and contact has been made with 3 large companies with which we are coordinating site visits and evaluation of our needs. The Committee recommends a meeting with the Board to discuss and determine the most effective program of overall security so that we can have the right companies bid on providing exactly what we want. At last month's meeting, Paul requested a meeting of the committee and the Board to review and determine RG's security needs. Paul reiterated that request because every homeowner is impacted. Within this month, September, a new, elderly homeowner in bldg. 4 experienced a break-in, damage, and theft from his car parked in its carport stall.

Final Item: A comprehensive Maintenance Plan for Riviera Gardens is being prepared by this committee. Implementation of this plan under the 2024 budget will provide for all required and unexpected activities, precluding shortfalls and funding questions.

- D. **Architectural Committee** – Ric provided the Architectural report. A meeting is scheduled for September 30 to go over the website and add the governing documents. Also, a Meeting with the city of Palm Springs will be scheduled to obtain requirements for new construction and updates. Furthermore, two architectural requests were received.
- a. 450 Vista Chino # 2015 Window Installation -
 - b. 385 E. Via Escuela #413 AC Unit installation –
- Upon a motion made by President Wade and duly seconded by Secretary Tull to ratify the approval of the applications submitted by the owners of the properties mentioned above pending city permits. Director Baker, Vice-President Daniels, and Treasurer Busch voted yes. The motion passed unanimously.

OLD BUSINESS

- A. Bldg. 21 Fire Update – Secretary Tull provided an update on this matter. Unfortunately, no updates from the city regarding the permit yet. Our

- contractor, Pacific Coast Construction, is laying the groundwork to move forward with construction as soon as the permits have been granted. Also, the city is experiencing delays regarding permits and a third party is helping on this matter.
- B. Uniformity Compliance – Treasurer Busch held a conversation regarding this matter – governing documents rules – A notice was sent out to the membership regarding items being placed in the common areas violating the association’s rules and how to accomplish it soon. President Wade proposed to do a walkthrough and address any items attached to the common area (stucco) and remove, seal, and paint. Also, President Wade mentioned that this topic should be included as a reminder in the newsletter. The walkthrough is scheduled for November 28.
- C. Rental Units – Secretary Tull provided the updated rental documents for the Board review. The Board held a conversation on this matter and some items need to be updated so they follow the current association rules without generating a conflict. After further discussion, the Board agreed to draft an updated document and it should be transferred to Michael Knighten for legal review.
- D. Pool Survey – Secretary Tull held a conversation regarding the natural gas expenses year 2023 are going up. Therefore, a survey was created to obtain the opinion of the membership regarding keeping some of the pool heaters instead of having all of them heated at the same time. Four options were included in the survey, Option B, which stated *“Alternate between heating Pools #1 and #3 to a swimmable 85 degrees in odd-numbered years and Pools #2 and #4 in even-numbered years; do not heat the other two pools. The approximate cost savings in odd-numbered years would be \$29,600 and in even-numbered years would be \$28,500”* received 45% of the 101 responses received. After further discussion, a motion was made by Secretary Tull and duly seconded by President Wade to approve survey option B as stated above. Director Baker, Vice-President Daniels, and Treasurer Busch voted yes. The motion passed unanimously.
- E. Fire Inspections – Manager Perez provides background on this matter – the Fire Department performed a new inspection, and it required the association to install strobe sensor lights at each gate. Treasurer Busch proposed to move ahead with the proposal submitted by Mercers for the installation of the strobe lights and work with IPC to move ahead on this matter. President Wade stated that the association will be engaged in a contract with the gate vendor for this matter.

NEXT MEETING:

The next meeting is scheduled for October 16, 2023, at 10:00 a.m. Budget review and approval meeting.

ADJOURNMENT:

At this time with no further business presented to the board, the board director adjourned the meeting at 12:14 p.m.

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: 10/17/2023

Riviera Gardens Homeowners Association
A California Corporation

DocuSigned by:
BY: Mike Tull
Secretary or Director