

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 30, 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
Mike Tull	Secretary
Jim Busch	Treasurer
J.D Baker	Director

ALSO PRESENT:

Johny Perez, CCAM, representing Personalized Property Management

ABSENT:

(Randall) Scott Daniels Vice-President

CALL TO ORDER:

President Wade called the meeting to order at 10:09 a.m.

HOMEOWNER FORUM

There were thirty-seven (37) homeowners present during the meeting. The topics discussed were as follows:

- Special assessment
- Pool heating
- Funding proposal for special assessment
- Thanks to Mike and Jim for the outstanding job
- Thanks to the Board and Committees – transparency information – easy to understand
- Meeting recording
- Reserve study – HOA dues increase
- Concerns about the reserve funds and special assessment
- Percentage increase by unit size
- Bldg. 21 rebuilding

SECRETARY'S REPORT:

The Board reviewed the minutes dated October 16, 2023. After further discussion, a motion was made by Secretary Tull and duly seconded by Treasurer Busch to approve the minutes dated October 16, 2023, as presented. Director Baker and President Wade voted yes. The motion passed unanimously.

TREASURER'S REPORT:

Treasurer Busch provided the financial report for October 2023. Year-to-date operating expenses are \$614k; or \$9k under budget. Overall, utilities were \$15k under budget, landscaping \$3k under budget, building, and grounds maintenance \$23k under budget, and pool maintenance was \$1k under budget. In addition, The HOA has an accumulated operating deficit of \$7k on October 31st. Also, Treasurer Busch

inquired management about the investment account for reserve funds being noted as out of balance for \$411.95 and requested further investigation on this matter. After further discussion, a motion was made by Treasurer Busch and duly seconded by Secretary Tull to approve the October 2023 financial as presented. Director Baker and President Wade voted yes. The motion passed unanimously.

DELINQUENCY:

Treasurer Busch provided the delinquency report – the association has a total of \$38,839.68 in arrears.

- Upon a motion made by Treasurer Busch and duly seconded by Secretary Tull to 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 501-092-074, records of Riverside County, CA. Director Baker and President Wade voted yes. The motion passed unanimously.
- Upon a motion made by Treasurer Busch and duly seconded by Secretary Tull to 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: 501-091-031, records of Riverside County, CA. Director Baker and President Wade voted yes. The motion passed unanimously.

COMMITTEE REPORTS –

- Landscape Committee – Secretary Tull held a conversation on this matter – new turf- new flowers by pools were bought and planted – landscape projects have been completed and continue to focus on the improvement of landscape throughout the community – Pro landscape provided \$1000 credit for new plants and this credit has been used. Pro Landscape is doing a great job in the community and feedback was provided to the foreman. In addition, Julie Harris informed the Board that homeowners are still asking gardeners to perform tasks at individual units – this practice needs to stop, and all landscape request needs to go through the committee.
Furthermore, Secretary Tull held a conversation regarding the application received by David Struble to be part of the committee. After further discussion, a motion was made by Secretary Tull and duly seconded by President Wade to appoint David Struble to the landscape committee. Treasurer Busch and Director Baker voted yes. The motion passed unanimously.
- Social Committee – Laura Fuson held a conversation regarding the communication to the members – The December newsletter will be coming out the first week of December. Also, the committee thanked Scott Flemming for his contributions. In addition, information was provided on the Christmas event scheduled after the Town Hall on December 9th.
Nancy Lesky provided information on the work to be performed in the affected unit at Blgd. 21 on December 1st and recommended people not to park near the guest parking spaces.
- Planning and Implementation Committee – Paul Roggenkamp provided the report - the SB326 legally mandated inspection and evaluation of our elevated surfaces, balconies, and staircases have been completed by C L Sigler & Associates. The final report is being prepared and should be available within 2 weeks; however, initial reports are that no major deficiencies or structural failures have been discovered. There are some walkway water intrusion issues that will be remedied with regular maintenance. The committee, in conjunction with HOA Board Members Jim Busch and Mike Tull, has been working diligently to prepare for the upcoming HOA Town Hall meeting on December 9th at the Mizell Center in Palm Springs. All homeowners are urged to attend in person or via Zoom to have their questions answered by subject matter experts. Regarding the Main Electrical Panel replacement project: Two separate in-person, on-site meetings were held with PIC members, Dan Broggel from RG Architectural and Compliance

Committee, Justin Wybenga of SCE, and 2 electrical contractors to discuss all current requirements and answer all questions. In a subsequent meeting with PIC, the City of Palm Springs Building Department agreed that the replacement of our obsolete main electrical panels, and certification inspections/ permitting of subpanels, which were installed but not inspected/permited 5-6 years ago, will be done under one master permit. The Building Dept. Inspectors will coordinate with the electrical contractor to conduct the inspections of the replacement work and the certification of the subpanels in each building as work is completed. This entire project, to be done over the next 2 years, will positively impact our future insurance premiums and the safety and reliability of our electrical power system. In addition to the above projects, the PIC is working on a comprehensive security program for our complex and welcomes all ideas and desires of all homeowners for consideration in the planning and design. In addition, Paul Roggenkamp held a conversation regarding the application submitted by Jake Christensen to be part of the committee. After further discussion, a motion was made by Treasurer Busch and duly seconded by President Wade to appoint Jake Christensen to the PIC committee. Secretary Tull and Director Baker voted yes. The motion passed unanimously.

- Architectural and Compliance Committee – Ric Barnes –
1835 N. Via Miraleste #1617 – Front Patio Pergola Repair and Painting – Ric Barnes provided information on this request and proposed the approval as presented. Upon a motion made by President Wade and duly seconded by Treasurer Busch to approve the request as presented and included the point of contact at Vista Paint and the paint formula in the approval letter. Secretary Tull and Director Baker voted yes. The motion passed unanimously.
1735 N. Via Miraleste #1912 – Iron Gate Installation – Ric Barnes proposed the approval of the request as presented. Upon a motion made by President Wade and duly seconded by Treasurer Busch to approve the application as presented. Secretary Tull and Director Baker voted yes. The motion passed unanimously.

OLD BUSINESS

- A. Building 21 Fire update – Secretary Tull provided an update to the membership on this matter.
- B. Town Hall Meeting - Secretary Tull provided information on this matter. The Town Hall is scheduled for December 9, 2023, at the Mizell Center in Palm Springs from 9:30 a.m. to 12:00 p.m. An agenda will be provided to each member as well as an e-mail to the membership. Secretary Tull informed the Board of the agenda layout and the people who will be providing information regarding the reserve study, budget, legal, etc. Also, a conversation was held regarding recording the town hall. Manager Perez proposed to the Board to add a disclosure on the agenda informing the membership that the town hall will be recorded. After further conversation, a motion was made by Secretary Tull and duly seconded by President Wade to post the recorded video of the town hall on the association's website. Treasurer Busch and Director Baker voted yes. The motion passed unanimously.
- C. Special Assessment – Treasurer Busch provided information on this matter and the plan to start the process. Also, President Wade stated that the recommendation from the experts is fundamental to finalizing what is necessary for the special assessment.
- D. Inspector of Elections – Upon a motion made by Director Baker and duly seconded by Treasurer Busch to approve the proposal submitted by the Ballot Box for \$1290 (Exhibit B). Secretary Tull and President Wade voted yes. The motion passed unanimously.

NEXT MEETING:

The next meeting is scheduled for December 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 12:18 p.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: 12/29/2023

Riviera Gardens Homeowners Association
A California Corporation

BY: Mike Tull
Secretary or Director

DocuSigned by: