

**RIVIERA GARDENS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 25, 2024
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 Board members were present, and business was conducted as outlined herein.*

MEMBERS PRESENT:

Jody Pettit	President
Mark Graham	Vice-President
J.D Baker	Treasurer
Chris Olson	Secretary

ALSO PRESENT:

Mel Kuppinger, Community Manager representing Powerstone Property Management

HOMEOWNERS: 25 homeowners were present by zoom

CALL TO ORDER:

President Jody Pettit called the meeting to order at 10:05 a.m.

EXECUTIVE SESSION DISCLOSURE: The Board of Directors met in an Executive Session prior to this meeting to discuss contracts, legal, delinquencies, and disciplinary. The Board approved contracts with Kaps pool for pool equipment, Premier Roofing for roof repair and Pro Landcare for landscape work.

PRESIDENTS REMARKS: President Jody Pettit gave a PowerPoint presentation to overview of the first month of the new Board and vision for future of the Community. The presentation is available on the community website and the Powerstone Portal.

BOARD APPOINTMENTS: Jody Pettit motioned to appoint Dede Wade to the open Board seat. With a second by J.D. Baker and a roll call vote the motion carried unanimously. Jody Pettit motioned to ratify the appointment of Chris Olson to the Board and election as Secretary. With a second by J.D. Baker and a roll call vote the motion carried unanimously.

SECRETARY'S REPORT:

The Board reviewed the February 22, 2024 minutes. Jody Pettie motioned to approve the February 22, 2024 General Session meeting minutes. With a second by JD Baker and a roll call vote the motion carried with three yes votes and two abstentions.

TREASURER'S REPORT:

Treasurer J.D. Baker gave the financial report for February 2024 year to date. As of 2/29/24 there are a total of \$1,577,578.92 in total assets. \$604,511.46 in the Operating Fund which includes \$507,709.53 in payments from the Insurance Company for Building 21 repairs. There is a total of \$911,634.33 in the Reserve Fund. The community is running a year-to-date surplus of \$11,389.63.

Addendum: Community Manager Mel Kuppinger gave an update on the 2023/2024 and 2024/2025 insurance payments and special assessment. After a reviewing additional financials, and with obtaining interest free financing from the insurance company a special assessment would not be needed for this year's insurance. Additionally, there were funds available to partially pay back the Reserve Fund for the money borrowed to pay the 2023/2024 insurance premium leaving a balance of \$55,000.00 needed to repay the reserve fund. This results in only a \$55,000.00 needed versus \$250,000 as originally projected.

Jody Pettit motioned to accept the February 2024 year to date financials. With a second by Chris Olson and a roll call vote the motion carried unanimously.

COMMITTEE REPORTS –

Architectural application and plans for new windows at unit #915 were reviewed. Jody Pettit motioned to approve the applications. With a second by J.D. Baker and a roll call vote the motion carried unanimously.

J.D. Baker motioned to reappoint the Communications Committee with Donna Asbury as Chair. With a second by Jody Pettit and roll call vote the motion carried unanimously.

Other Committee appointments are under consideration by the Board.

OLD BUSINESS

Building 21 Fire update – Community Manager, Mel Kuppinger reported that the HOA responsibility under construction by Pacific Coast Construction had been completed ahead of schedule and that the owners were currently making the needed finishes to their individual units.

Electrical Panels – Community Manager, Mel Kuppinger reported that over the past month three electrical contractors as well as three General Construction contractors have been out to look at the project and submit plans and bids.

NEW BUSINESS:

Gates – Community Manager, Mel Kuppinger gave an overview of work being done to obtain information and bids for upgrades to the entrance gates.

MANAGEMENT REPORT: The Community Manager reported that all action items on the Community Calendar were handled and the Powerstone Board Member training this month is on Reserve Studies.

HOMEOWNER FORUM

There were twenty-five homeowners present during the meeting. The owners were given the opportunity to ask questions and make comments which would be responded to by community email blast.

NEXT MEETING:

The next meeting scheduled will be May 23, 2024 at 10:00am with an Executive Session at 9:00am.

ADJOURNMENT:

J.D. Baker motioned to adjourn the meeting at 10:59am. With a second by Chris Olson and a roll call vote the motion carried unanimously.

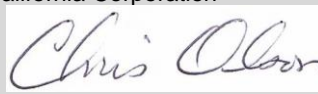
Respectfully submitted: Mel Kuppinger Community Manager Powerstone Property Management

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: May 23, 2024

Riviera Gardens Homeowners Association
A California Corporation

BY: 
Secretary