



April 16, 2024

TO: Riviera Club Owners

FROM: Karen Marszalec, Secretary, Riviera Board of Directors

RIVIERA HURRICANE RECOVERY BULLETIN #74

NOTE – DATE AND TIME FOR NEXT VIRTUAL BOARD MEETING – TUESDAY, 5-21-2024 10:00AM EST – Invite details to follow.

Q & A From April Board Meeting:

Assessments – The Board passed a recommendation for a special assessment on 4-16-2024 for \$800 per unit, to cover the additional cost of building insurance. Owners would have until September 1, 2024 to make this payment. A notice will go out to all owners on a request to approve the special assessment. Additionally, owners will be asked to support transferring some reserve funds (approximately \$227,000) to the Insurance Proceeds account to replenish it as that is where we borrowed funds to pay our insurance premium for 2024.

New Management Company – Compass Rose will take over our management services as of 5-1-2024. More details will follow, and we will have our new CAM, Scarlette Fernandez on the May 21, 2024 Board Meeting.

Contractors Must Bring Their Own Disposal Dumpster – We have had several contractors using the one and only Riviera 4 Yard Dumpster (reserved for owners' trash) to dispose of carpeting, padding, construction debris. Contractors approved at this time are painters and light carpentry – all Contractor's need to dispose of debris on their own, and not use the small, Riviera dumpster. This dumpster is only being emptied twice a week.

Major Renovations – Attached at the end of this bulletin are two forms that will need to be completed and returned to the Board, and the Town of Fort Myers Beach, for any renovations over and above cosmetic. Please complete the form and return to Jim Walthour and Karen Marszalec via email before starting any renovations. If in doubt if your renovation requires approval, please contact Jim or Karen prior to hiring any contractor.

Sound Proofing on Floors – The Association recommends sound proofing on floors 2-12 when floors are being repaired. 90mil soundproof underlayment is recommended.

First Floor Lanai Resurfacing – In order to remain consistent, the Board has selected a similar color and pattern to what the lanai's were before the storm. This work should be completed shortly.

Pool Update – Once FPL installs the transformer (6-8 weeks?), we can start the pool. Hope to have the pool and clubhouse completed by September 2024.

First Floor Internet Connections - Once first floor units are completed and turned over to owners, Prism will be contacted to run internet to these units.

Internet Issues - Wi-Fi service is provided with your Quarterly Dues and there is no additional cost. With Wi-Fi, you can access the internet through any internet accessible device like a computer, phone, or smart TV. To use this Wi-Fi system, a router is needed in each unit. If you had a router in the past and it was in your unit, it may have already been connected to the internet while units were being checked for service. If you do not have a router, you will need to purchase one and set it up.

Comcast is also available in our building. However, you need to contact them directly for service, or possibly to use their streaming service. If you need a router & programming, contact a company for your costs for these items. Any Computer Service Company in the Bonita Springs or Ft. Myers area should be able to assist you. Here is one recommendation:

CONNECT SWFL (they installed the internet in the Riviera) Alex Santana PH: 239/288-0029
EMAIL: alex@connectswfl.com

Any issues with routers in the units now or in the future is the responsibility of the unit owner and not the Riviera or the company servicing the network in the Riviera.

Owner Contact Information/Responsibility – All owner information (addresses, contact numbers, etc.) have been reviewed, updated, and shared with Compass Rose. After 18+ months, owner are now responsible to manage their units, make sure A/C's are running, no leaks, etc. The Board highly recommends owners check their units on a regular basis or hire a condo watcher. Owners are also encouraged to update their hot water heaters, windows, front doors, etc., to prevent water leaks into other units. Owners are responsible for any damage caused leaking from their units into other units. Owners are expected to follow the By-Laws and our governing documents and rules for the Riviera Club.

Owner's Unit Punchlist – Claremont is checking each unit for punch list items. All owners are encouraged to check their unit for any hurricane related damage that Claremont is responsible for. We will have a limited time to turn these repair items in, so all owners should check their units, or arrange for someone to check them in the next 30 days. Photos and detailed description of any items should be emailed to Karen Marszalec at the Riviera Club Hurricane email address.

Storm Shutters in Lobby – Eurex Shutters assured us that the storm shutters will greatly reduce any damage to the windows and openings in the lobby and office. The shutters will help resist

water intrusion, but there is no guarantee that water will not infiltrate if a bad storm/storm surge. The Board passed a motion to install shutters for the entire lobby (pending Fire Dept Approval) and the maintenance office. The cost is approximately \$19,000. We will determine how to fund, or if a special assessment if required. More to follow.

Reserve Consultants – The dollar figure mentioned in the meeting for potential assessments was the shortfall over what is already currently reserved for the insurance payment. We estimate approximately \$800 per owner for the shortfall. We cannot “round up” the special assessment, laws do not allow for adding additional funds without a specific bill to the Association.

Towing of Vehicles – Liability Concerns - The Board will review the liability concerns of towing vehicles. However, we believe a sign that “unauthorize vehicles will be towed” should help unauthorized users from using our parking lot.

Owners are responsible for their units – How can they get a repair person in the units as needed, materials up the stairs? The elevators should be available in 4-6 weeks to bring up water heaters, ac units, etc. Some contractors are willing to carry up the stairs in the meantime. Owners are now responsible for checking their units for mold, water leaks, AC issues, etc. Please secure a condo watcher if you are not able to check your units on a regular basis.

Condo Watchers/Cleaners are now approved to use the elevator to check and clean units.

Reminder! Turtle Time Starts 5-1-2024 – Please make sure your units are compliant, as fees will be assessed to owners not following proper protocol. Units need to be “blacked out” from dusk until dawn, daily, or you could be assessed a fine from the Town of Ft. Myers Beach.

Owners need to register contractors and add this certificate to the Riviera Club on the Gulf website: www.rivieraclubonthegulf.com, under “Contractor’s Sign In” section. Larger remodeling projects must be pre-approved by the Board before work can commence. Password for this website: FMBRC2020

Allowable contractors at this time ONLY include: Painting, light carpentry. All other contractors not allowed at this time. Contractors should be made aware that elevators are NOT available for their use. No exceptions. Contractors must remove their own debris from Riviera and make sure all areas are swept and cleaned daily.

Owners will need to be on site to allow contractors into their unit or make arrangements ahead of time with Jim Walthour or Karen Marszalec to gain entry.

Karen Marszalec, marszak244@gmail.com or text 586-484-8808

Jim Walthour, jimwalthour10@gmail.com or text 630-240-7209

Licensed contractors should be aware of the town’s permitting requirements. If you are in doubt, please contact the Town of Fort Meyers Beach Permit Department with questions.

Vetted contracts are below:

- **Reflow Plumbing**, Fort Myers Beach-239-839-2347 • Reflow Plumbing installed compression stop valves in 71 units. • Fort Myers Beach

- **Deep Blue Air Conditioning/Maintenance**– 239-345-2214
- **Haines Air Conditioning/Maintenance** - 239-992-1551
- **Coolair Conditioning Inc.**, Fort Myers: 239-275-7077 • Provides Service in Electrical as well as Air Conditioning installation, repair.
- **Spalding Restoration**, Fort Myers Beach: 239-258-2222 William Spalding State Licensed • Mold Testing, Mold Remediation
- **Spalding Carpet and Tile Cleaners**, Fort Myers: 239-463-6668 • Carpet and Tile Cleaning
- **Eurex Shutters**, Lehigh Acres: 239-369-8600 • Hurricane Shutters Installation and Repair
- **Painter:** Dan Mitchell, 239-692-3797
- **Wood Trim Work & Doors:** Fred Svenson, 239-564-0419

Disclaimer: This does not constitute a recommendation by the Riviera Club BOD. Unit owners, please make independent decisions when choosing a contractor.

Your Riviera Board appreciates your comments and suggestions! Feel free to email any questions to:

rivierahurricanebuildingupdate@gmail.com



Condominium Association Approval Form

Owner Information:

Property Owner: _____ STRAP #: _____

Owner Email: _____ Owner Phone: _____

Job Address: _____

Contractor performing the work:

Contractor: _____ License #: _____

Contractor Address: _____

Contact Person: _____ Email: _____

Contractor Phone: _____

Approved description of work to be performed:

Approved by:

Association Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Date: _____

Signature: _____

Print Name: _____

Title: _____

ARCHITECTURAL REVIEW BOARD APPLICATION

Please complete the application form and forward, with requested information, to:

Jim Walthour jimwalthour10@gmail.com
Karen Marszalec marszak244@gmail.com
Scarlet Milano scarletm@crmfl.com

for processing. Please do not commence work until you receive approval of your application from the Architectural Review Board.

RIVIERA CLUB ASSOCIATION, INC

____/____/____
Date of Application

Applicant's Name

Applicant's Signature

(____)____-____
Phone Number

Property Address and Unit Number

Email Address

APPLICATION FOR: Shutters, Exterior Paint, Doors, AC Systems, Wall removal, Windows, Water Heater, other..

Write details on above line

**** Please provide a description of what changes will be made. Applications must include diagrams, color chips, etc. Material specifications, sample products, photographs or any other information that will adequately describe the finished product.*****

FAILURE TO PROVIDE COMPLETE INFORMATION WILL DELAY THE APPROVAL PROCESS.

NOTE: It is the property owner's responsibility to ensure that all requests conform to applicable zoning and building regulations and that approved projects are properly permitted in accordance with all city, state and municipal requirements.

ATTACHMENTS SUBMITTED BY PROPERTY OWNERS:

Specifications: i.e., copies of plans indicating dimensions, materials, colors, etc.

Paint Chips/Color Samples

Other (i.e. Pictures, Brochures, etc.)

THIS SECTION IS TO BE COMPLETED BY ARCHITECTURAL REVIEW BOARD

Request Rec'd ____/____/____ Date Approved ____/____/____ Date Denied ____/____/____

NOTES/COMMENTS: _____

By:

Architectural Review Board

ARCHITECTURAL REVIEW BOARD PROCESS

Step 1: The owner is required to submit an ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION to the Association's Community Manager, Scarlet Milano, Compass Rose, Jim Walthour and Karen Marszalec, as outlined above.

Step 2: The ARB members should communicate via email/phone with the goal of turning around a owners request as soon as possible, with a goal of 48 hours maximum. The turnaround time will depend on if it is a boilerplate approval but in the event that there is additional information that the ARB needs to approve this application, the time might exceed this goal.

If there are issues with the application, the Board ARB member handing the process will communicate directly with the owner and/or supplier depending on what is happening with the process. If the Riviera Club Board needs to get involved, the ARB committee will communicate with Compass Rose and the full Riviera Club Board via email, to confirm that the request meets the Riviera Club documents. If the Board needs to approve an exception, the ARB Committee will bring it to the Board at the next meeting for discussion and/or approval or call for a special meeting to address the owner request.

Step 3: Once the ARB has given their approval, the ARB will be signed and returned to Compass Rose, who will communicate with the applicant notifying them that the application has been approved and do whatever is necessary to fulfill the Riviera Club requirements.

Riviera Club Condo Association, 4-2024