



**Board of Directors' Meeting Minutes  
In Person and Via Zoom  
November 7, 2024  
2:00 PM**

**Board Member(s) Present:**

- Jim Young, President
- Gavin Schutz, Treasurer
- Carol Nolte, Secretary
- Robbie Banks, Director
- Jay Agoado, Director

**Board Members Not Present**

- Laurel Klaus, Vice President
- Michael Sandstrom, Director

**Also Present:**

- Kelly McGalliard, General Manager
- Marcus Rivera, Operations Manager

**CALL TO ORDER**

Jim Young, called the meeting to order at 2:00 PM. The Board of Directors, Management and fourteen homeowners were present in person at the HOA office, which is located at 54-320 Southern Hills, La Quinta CA. Eight additional homeowners were present via Zoom.

**CA/Burrtec Organic Waste**

Clara Vera of Burrtec and Gilbert Villalpando from the City of La Quinta attended via Zoom. Ms. Vera addressed questions from the Board, Management, and homeowners regarding SB 1383 compliance. Ms. Vera confirmed that Burrtec will be delivering 65-gallon green organic waste containers to all 1,417 homes in Res I on Wednesday, November 20, 2024.

**Meeting Minutes**

Gavin Schutz motioned to approve the minutes of the Budget Workshop #1 held on 09/19/24 and Budget Workshop #2 held on 10/30/2024. Seconded by Laurel Klaus; passed unanimously.

**Open Forum**

Topics discussed included: A homeowner requested clarification on an item scheduled for the Executive Session.

### **Financial Statements**

Gavin Schutz, Treasurer, provided an overview of the September 2024 financial statements as well as the year-to-date financial position of the Association. Financial review certifications for July, August, and September 2024 were confirmed to be signed by the Treasurer and President.

Laurel Klaus motioned to accept the September 2024 Financial Statements as reported. Seconded by Carol Nolte; passed unanimously.

Gavin Schutz motioned to approve initiating a delinquent assessment lien for parcel 775081012. Seconded by Laurel Klaus; passed unanimously.

### **Old Business**

**Spectrum Contract** - General Manager, Kelly McGalliard, provided an update regarding the Spectrum Contract. She stated that per Spectrum, the wireless internet at the Association's pools should be installed by January.

**Update RAM Phase 1 Roofing** – Rob and Ron Winkle of Roof Asset Management provided a summary of ongoing Phase 1 contract work to install new roof tile underlayment. Roof tiles are raised and new underlayment, metal flashing, pipes and screens are installed as needed, then the roof tiles are reset.

**SB 326 Inspection Report** – Jim Young summarized the inspection report from Independent Building Analysis, confirming no immediate repairs were required for any balconies. No action was taken.

**Property Insurance Discussion** – Patrick Prendiville presented proposals for excess insurance coverage, including an option to potentially secure \$450M in additional property coverage through Philadelphia Insurance. No action was taken.

### **New Business**

**2025 Budget** – Laurel Klaus motioned to approve the 2025 Budget as presented. Seconded by Jay Agoado; passed unanimously.

**Revised Investment Policy** – The Board tabled the revised investment policy and directed the Investment Committee to provide a recommendation at the January 2025 Board meeting.

**2024 Audit – Carlson & Ferris Proposal** – Jim Young motioned to accept the proposal submitted by Carlson & Ferris in the amount of \$14,500 which includes a 3.7% increase over the fee for the 2023 audit. Seconded by Gavin Schutz; passed unanimously.

**Dean Rivale Proposal January – June 2025 Phase 1 Roof Inspections** – Jim Young motioned to accept Dean Rivale’s roof inspection (Jan 2025-June 2025) proposal in the amount of \$11,900. Seconded by Gavin Schutz; passed unanimously.

**Tremblay Gate Proposal** – Gavin Schutz motioned to accept Tremblay Gate's proposal. Seconded by Jim Young. Discussion ensued. Director Schutz withdrew his motion. The Board instructed Management to obtain competitive bids and present them to the Architectural Committee. The Architectural Committee will provide a recommendation to the Board.

**Architectural Rule Change- Hardscape Extension** – Jim Young motioned to accept the proposed amendment to the Architectural Guidelines, which if approved will add a rule regarding hardscape extensions. Seconded by Robbie Banks; passed unanimously. Management was directed to send the proposed rule to the membership for the requisite 28-day comment period. The Board will review member comments and consider adopting the rule at the January 30, 2025 Board of Directors meeting.

**Trash Violation 24-month waiver** – Jay Agoado motioned to accept a 24-month reset period on trash violation waivers. Seconded by Robbie Banks; passed unanimously. Management was directed to send the proposed rule to the membership for the requisite 28-day comment period. The Board will review member comments and consider adopting the rule at the January 30, 2025 Board of Directors meeting.

**Real Estate Sign Policy** – Director, Jay Agoado, proposed a policy change requiring brokers and agents to purchase uniform signs with a specified design, make, and color scheme from an approved vendor. Mr. Agoado to work with Management to develop a proposed uniform sign. No action taken.

**AB 2159 - Electronic Voting - Revised Election Rules** – Jim Young motioned to accept the new electronic voting rules, which if approved would be adopted and integrated into the Election Rules. Seconded by Gavin Schutz; passed unanimously. The Board plans to implement electronic voting as an option in 2026. Management was directed to send the proposed rule to the membership for the

requisite 28-day comment period. The Board will review member comments and consider adopting the rule at the January 30, 2025 Board of Directors meeting.

**2025 Board and Annual Meeting Schedule** – A Board and Annual Meeting Schedule was established and will be provided to all members, and posted on the Association’s website, pgawest.org.

**Committee Reports** – The Landscape/Pool, Architectural, Compliance, Master Association, and Communication Committee Chairs provided reports to the Board.

**STVR Advisory Committee** – To reduce the number of Board members on the committee, Robbie Banks voluntarily stepped down.

**General Manager’s Report** – Kelly McGalliard, General Manager, provided information regarding Association activities, including utility consumption updates, and administrative departments. Tim Salvador and Samuel Lopez provided a report for their individual departments consisting of landscape, irrigation, pest control, lakes, maintenance, and lighting.

Jim Young motioned to adjourn at 4:48 PM.

Respectfully submitted,



Carol Nolte, Secretary

The next Board of Directors’ Meeting is scheduled for  
January 30, 2025 at 1:00 PM

An Executive Session to address contracts, legal issues and disciplinary matters was conducted immediately following the Board of Directors’ Meeting.