



**Board of Directors' Meeting Minutes
July 18, 2019
2:00 PM**

Board Member(s) Present:

- Richard Moore, President
- Bob Shipley, Treasurer
- Paula Turner, Secretary
- Carol Nolte, Director

Board Member(s) Present
Via Teleconference:

- Gavin Schutz, Director
- Dale Lauer, Director

Board Member(s) Absent:

- Jan Van Willigen, Vice President

Also Present:

- Michael Walker, General Manager
- Kelly McGalliard, Operations Manager

CALL TO ORDER

The Board of Directors' Meeting was called to order by Richard Moore at 2:00 PM in the PGA WEST Residential Association Main Meeting area.

MINUTES FOR PREVIOUS MEETINGS

Richard Moore called for a motion to waive and approve the reading of the minutes of the two Board Meetings as presented in the Board packet with one minor change. Carol Nolte made a motion to waive and approve the Board Meeting minutes of May 08, 2019, and the Executive minutes of May 08, 2019. Seconded by Paula Turner; passed unanimously.

OPEN FORUM

Homeowners present included Gary Dolenga, Judith Albright, Nancy Peace, Dean Rivale, Kylie Grenier, Darrell and Debra Snyder, Sally Nilan, Roberta Minichiello, Amanda Moran, Cheryl

Sommer, Roy Bitz, Kathryn Wanshura, Kenneth Ulrich, Kevin Cobb, Steve Parker, Lance and Terry Pfeifer, Gary Jones, Roy and Terry Schubert.

Mr. Moore asked if any of the homeowners who were present would like to speak in Open Forum. Roberta Minichiello, inquired about street cleanups in front of custom homes, and she requested that a notice to be sent to the custom homeowners reminding them to ensure that their gardeners clean up in front of their homes.

Gary Dolenga suggested that the Residential Board write to the Master Board requesting that PGA West Residential Association I have input in the ballot mailing. The ballot should include an explanation of what their vote will mean to the homeowners. Additionally, Mr. Dolenga suggested that the Residential Board express their concern about having David Peters serve as Inspector of Election. Bob Shipley made a motion to have Management draft a letter to the Master Board from the Residential Board regarding the anticipated forthcoming Master Association ballot related to the alignment of the Master Association CC&Rs and Bylaws. Seconded by Gavin Schutz; passed unanimously. Mr. Schutz requested that the Board be provided a copy of the draft letter for comment, prior to sending it to the Master Association.

The majority of the homeowners that were present for Open Forum wanted to express themselves regarding STR. Mr. Moore advised that the STR discussion would be conducted during Old Business. There were also three homeowners present from Res II.

No additional homeowner comments were made during the Open Forum.

FINANCIAL

Bob Shipley provided a financial report of the May financial statements, and accounts receivable.

- **Operating Fund Financial Statement as of May 31, 2019** – Paula Turner made a motion to accept the 05/31/2019 Operating Fund Financial Statement as presented. Seconded by Gavin Schutz; passed unanimously.
- **Accounts Receivable Summary as of June 30, 2019** – Paula Turner made a motion to accept the Accounts Receivable Summary as presented. Seconded by Gavin Schutz; passed unanimously.
- **Authorization to Record Delinquent Assessment Liens on Parcel 775081008, 775071041, 775101079, 775152037 and 775154010** – Paula Turner made a motion to authorize recording a delinquent assessment lien for Parcels 775081008, 775071041, 775101079, 775152037 and 775154010. Seconded by Gavin Schutz; passed unanimously.
- **Reconstruction Fund Financial Statement as of May 31, 2019** – Paula Turner made a motion to accept the 05/31/2019 Reconstruction Fund Financial Statement as presented. Seconded by Gavin Schutz; passed unanimously.

- **Monthly Financial Review** – In accordance with Civil Code §5500, Richard Moore, President and Bob Shipley, BOD Treasurer, provided a report to the Board confirming that they reviewed the May 2019 operating accounts, reserve account, operating revenue and expenses, account statements, income and expense statements, check register, monthly general ledger and delinquent assessment receivable reports.
- **Quarterly Bank Statements** – The Board was provided the quarterly bank statements for Union Bank and Schwab for their review. No action required; none taken.

OLD BUSINESS

Sunshine Landscape Company Proposal for 2020 Services – Richard Moore made a motion to accept the 2020 contract with the inference that we will go out to bid for 2021 Landscape Services. Seconded by Paula Turner. Richard Moore, Bob Shipley, Paula Turner, Carol Nolte and Gavin Schutz voted in favor of the motion; Dale Lauer voted in opposition to the motion.

Valley Pool Service Proposal for 2020 Services – Bob Shipley made a motion to accept the 2020 contract with the inference that we will go out to bid for 2021 Pool Maintenance Services. Seconded by Carol Nolte. Richard Moore, Bob Shipley, Paula Turner, Carol Nolte and Dale Lauer voted in favor of the motion; Gavin Schutz voted in opposition to the motion.

PGA WEST Combined Community Rules & Regulations (DRAFT) – Gavin Schutz made a motion to accept the CRRs with the following two modifications: 1) A maximum fine of \$3,000.00 for noise violations and \$2,500 for all other infractions and 2) Removal of the STR section from the body of the document, and include a statement that the “City of La Quinta STR Rules are applicable and enforceable within PGA WEST and are made a part of the CRRs”. Richard Moore, Bob Shipley, Paula Turner, Carol Nolte and Gavin Schutz voted in favor of the motion; Dale Lauer voted in opposition to the motion.

COMMITTEE REPORTS

Landscape & Pool Committee Update – There are 46 areas, which are in between driveways that are bare of landscaping, Paula requested funds to refurbish all or some of these “in-betweens”. The anticipated cost to install landscaping in these areas is \$32K. Richard Moore made a motion to authorize up to \$35K (to be funded from the recurring \$60K/year reserve line item). Seconded by Carol Nolte; passed unanimously.

Carol Nolte presented a proposal to replace the old wooden-slat pool trash cans with decorative, aggregate concrete, 225 lb. barrels. The Board approved purchasing the barrels at a cost not to exceed \$15,000. Richard Moore made a motion to replace all trash cans. Seconded by Gavin Schutz; passed unanimously.

NEW BUSINESS

Office Phone System – Management informed the Board that our Lucent Telephone system, which was purchased at the time the office was constructed in 1998, is long over-due for replacing. Consequently, after thorough investigation, a Yealink Voice over IP phone system has been ordered at

a cost of \$1,560, plus installation cost of \$849 (this includes removal of the former analogue system, wiring and configuration, and installation of the new system).

Office Computer Network System Management – Richard Moore made a motion to approve the Computer Consultants’ contract proposal for Network System Management services. Seconded by Paula Turner. Discussion ensued. Gavin Schutz expressed his preference of a hardware free network backup environment. The item was tabled until September. In the interim when Mr. Schutz returns from his vacation, Management will set up a meeting for him to meet with several computer tech companies.

Recommendations Regarding Reserve Street Repair/Replacement – The Board directed Management to have Asphalt MDs obtain core samples, which are necessary to determine the appropriate course of action to take with the streets. Richard Moore made a motion to obtain core samples. Seconded by Paula Turner; passed unanimously.

Architectural Committee Appointee, Ratify Wayne LeBlang – Bob Shipley made a motion to approve the appointment of Wayne LeBlang to serve as an Architectural Committee member. Seconded by Paula Turner; passed unanimously.

Update Cable/Internet Bulk Services – Richard Moore made a motion to approve the Spectrum contract proposal to provide bulk cable television and internet services. Seconded by Carol Nolte. Richard Moore, Bob Shipley, Paula Turner, Carol Nolte and Gavin Schutz voted in favor of the Spectrum contract proposal. Dale Lauer voted in opposition to the proposal, expressing his preference for Frontier services over Spectrum. (Note, Spectrum presented their proposal without 100% approval from whomever authorizes their contracts.) Additionally, Management has requested that Spectrum include 200 speed internet service to be more comparable to the internet speed Frontier is proposing. Upon receipt of Spectrum’s final, approved proposal, the Board will be advised.

Disaster Preparedness Presentation – Unfortunately, after the Short-Term Rental (STR) discussion in conjunction with the Combined Community Rules and Regulation review, all but four homeowners departed; therefore, Kylie Grenier did not deliver her presentation. We are hopeful that another meeting will be scheduled to share information about the critical topic of Disaster Preparedness and that Kylie will continue to supply helpful information for inclusion in the Association’s Newsletter.

Audio/Video Conferencing for BOD Meeting – The Board rejected this concept at this time.

Fire Department Requirements – Mike Walker advised the Board that the Fire Department is requiring that 3-4 fire extinguishers be installed on the exterior of each 2-story building. The extinguishers are \$70.00 each; the glass case to contain each extinguisher is also \$70.00 each, thus the initial expense for 83 extinguishers to fulfill this mandate is \$11,620. There will be ongoing expenses as the extinguishers must be inspected and “charged” routinely. The Board stated these expenses should be built into the Greens’ and Medalists’ budgets.

Correspondence –

A. Russ Email – This issue is a neighbor to neighbor problem, wherein one neighbor across Lake SRS2 refuses to install and use window coverings to eliminate the reflection of their TV on the

lake at night. Management was instructed to send a letter to the offending neighbor regarding the nuisance.

General Manager's Report – Mike Walker provided an overview of his report, detailing the work order status, utility usage update, landscape, lake, pest, maintenance reports.

Richard Moore made a motion to adjourn at 5:30 PM. Seconded by Paula Turner; passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Paula Turner".

Paula Turner, Secretary
PGA WEST Residential Association, Inc.
Board of Directors

An Executive Session was conducted immediately following the Board Meeting to address contracts, legal matters and member discipline.