



**Board of Directors' Meeting Minutes  
October 10, 2019  
1:00 PM**

Board Member(s) Present:

- Richard Moore, President
- Jan Van Willigen, Vice President
- Bob Shipley, Treasurer
- Paula Turner, Secretary
- Carol Nolte, Director
- Gavin Schutz, Director

Board Member(s) Present  
Via Teleconference

- Dale Lauer, Director

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 1:00 PM in the PGA WEST Residential Association Main Meeting area.

**MINUTES FOR PREVIOUS MEETINGS**

Gavin Schutz made a motion to waive and approve the reading of the minutes of the July 18, 2019 Board of Directors' Meeting, the July 18, 2019 Executive Session and the executive Budget Meeting of August 29, 2019. Seconded by Jan Van Willigen; passed unanimously.

**OPEN FORUM**

Homeowners present included Mark Gart, Liz Schutz, Darryl and Debra Snyder, Gary Dolenga, Sally Nilan, Rodney Zolt, Lauren White, Cheryl Long, Steve Price, Liz and Robert Waska, Kathryn Wanshura, Peter Broadbent, Kylie Grenier, Dean Rivale, Steve Parker, and Judy Albright. Mr. Gart expressed concern about possible exposure to hacking as a result of the Association including links on our e-mail blasts. Mr. Gart also commented about the flowers on the Palmer side noting that the Bighorn sheep are feasting on them. Finally, Mr. Gart inquired about each

Board member's position on the Master Association ballot. Mr. Moore responded that the HOA will look into the hacking concern; he commented that until the Bighorn sheep barrier is installed the plant material, including flowers is in jeopardy of being consumed and that the Master Association ballot is not something that the Res I Board is taking a formal position on. Cheryl Long inquired about changing out her existing wooden, pivot garage door to a flat panel roll up door. She was advised to submit an Architectural Variance application to the Architectural Committee. Kylie Grenier stated that Pool 16A is clean and Pool 19A looks great! Mr. Moore thanked Mrs. Grenier for her positive feedback.

No additional homeowner comments were made during the Open Forum.

## **FINANCIAL**

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

- **Operating Fund Financial Statement as of August 31, 2019** – Paula Turner made a motion to accept the 08/31/2019 Operating Fund Financial Statement as presented. Seconded by Carol Nolte; passed unanimously.
- **Accounts Receivable Summary as of August 31, 2019** – Paula Turner made a motion to accept the Accounts Receivable Summary as presented. Seconded by Carol Nolte; passed unanimously.
- **Authorization to Record Delinquent Assessment Lien on Parcel 775141027** – Bob Shipley made a motion to authorize recording a delinquent assessment lien for Parcel 775141027. Seconded by Carol Nolte; 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 June, July and August 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.
- **Reconstruction Fund Financial Statement as of August 31, 2019** – Paula Turner made a motion to accept the 08/31/2019 Reconstruction Fund Financial Statement as presented. Seconded by Gavin Schutz; passed unanimously.

## **OLD BUSINESS**

**Update PGA WEST Combined Community Rules** – Gavin Schutz, Compliance Committee Representative provided YTD statistics on citations in Res I; 270 citations were issued; approximately 50% were moving violations, 37% were parking and 13% residential matters. Regarding the PGA WEST Combined Community Rules and Regulations, the Compliance Committee and staff are working on finalizing a draft to be presented to all of the Residential Association Boards for consideration. Mr. Schutz also provided an update from Gates and Patrol.

He stated that visitor pass scanners and additional radar guns have been purchased. The visitor pass scanners will assist in eliminating unauthorized entry to the community. The radar guns will be used to enhance speed patrol; discussions continue regarding increased enforcement for noise disturbances and three noise meters have been purchased and are in operation. These instruments offer an objective measure of sound levels that can be compared against state and local established noise criteria. Additionally, new cameras, with increased recording storage capacity have been purchased and are being utilized.

**Bulk Cable/Internet Contract (Spectrum & Frontier)** – The Board of Directors reviewed the features and pricing of both Spectrum and Frontier’s proposals. Richard Moore made a motion to approve the Bulk Spectrum proposal to provide bulk cable and internet service to PGA WEST Residential Association. Seconded by Paula Turner; passed unanimously.

### **NEW BUSINESS**

**Homeowner Request for Driveway Replacement** - Homeowner requested that the driveway at their 55-457 Oak Hill residence be replaced. The driveway has multiple cracks; however, the cracks are typical and aesthetic. The criteria that was established by the Board of Directors at the time reconstruction occurred in the early 2000s provides that the Association will replace concrete at such time when crack(s) or offsets present a trip a fall hazard or a liability to the Association. This was done to preserve funding, as by nature, concrete cracks and if the Association is charged with the duty of replacing all cracked concrete, the cost would be substantial. Discussion ensued; management was instructed to monitor the driveway and if it develops qualifying cracks or displacement to reevaluate. Further, management was requested to speak to the reserve consultant about including concrete replacement in the reserve study. Gavin Schutz made a motion to deny the homeowner request to replace the driveway at 55-457 Oak Hill at this time. Seconded by Jan Van Willigen; passed unanimously.

Update Regarding Color Selection and Placement – Classic Units – Jan Van Willigen provided a synopsis of the process, which resulted in the collaborative effort of the Architectural Committee, Paula Turner, Management and Vista Paint’s color consultants selecting colors and determining color placement for each of the fourteen (14) Classic buildings. Richard Moore made a motion to approve the color selection and color placement recommendations as presented. Seconded by Bob Shipley. Richard Moore, Jan Van Willigen, Bob Shipley, Paula Turner, and Gavin Schutz voted in favor of the motion; Dale Lauer abstained as he was attending the meeting telephonically and could not view the Classic Color presentation.

**Proposal Brabo and Carlsen, LLP** – The Board reviewed the proposal from Brabo & Carlsen, LLP to audit the Association’s balance sheets and related statements of revenues, expenses, and changes in fund balance and cash flows for year end 2019. Carol Nolte made a motion to approve Brabo & Carlsen’s proposal as presented. Seconded by Gavin Schutz; passed unanimously.

**Landscape/Pool Committee Report** – Paula Turner provided an overview of the improvements that have been installed at the direction of the Landscape and Pool Committee. Those improvements include: hedges were planted at Pool 1F to screen the view from Arnold Palmer of the restroom; refurbished the Lake SRP 3 island; re-landscaped the planter bed at Arnold Palmer and Pinehurst; eight (8) unsightly cactus were removed and forty six (46) beds in between driveways that were formally just dirt, were landscaped using drought tolerant plants and rock. The in between project was completed significantly under budget. Additionally, flower planting is in progress and the rye grass was planted.

Carol Nolte provided an update on the work that was done to renovate the pool restrooms and pool areas. Additionally, the 48 new aggregate trash cans are being delivered to the pool areas.

**Architectural** – Jan Van Willigen discussed the various types of Architectural variance projects that come before the Architectural Committee, including two (2) new custom homes, one (1) on Cherry Hills and one (1) on Shoal Creek that are works in progress.

Mr. Shipley inquired whether or not there is an effort by the Architectural Committee to monitor unapproved installations. Kelly McGalliard responded that although we do not have a designated party to survey the community in search of unapproved installations, we do receive reports of same from staff and members. The Architectural Committee has a standard letter that informs the owner that his/her project requires Architectural approval prior to installation. An Architectural Variance application is included and a return by date is provided.

**Correspondence** – Memo regarding American Express Golf Tournament

Mike Walker stated that he spoke to Pat McCabe, Tournament Director of the new American Express Tournament, which is scheduled to take place January 16 – 19, 2020. Mr. McCabe confirmed that the intention this year is to continue with the practice of providing tickets to the Tournament to the PGA WEST Owners.

Mr. McCabe also expressed that they were negotiating with Signature to access the golf venue through that area instead of through the Stadium Gate.

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

There was a brief discussion regarding the December 8, 2019 Iron Man Triathlon. Management was instructed to send an e-blast to the Res I owners the week before the event to remind them of the event, so that owners can plan their outings to avoid traffic if they so choose.

Richard Moore made a motion to adjourn at 3:15 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.