



**Board of Directors' Meeting Minutes  
In Person and Via Zoom  
January 26, 2023  
2:00 PM**

Board Member(s) Present:

- Jan Van Willigen, President
- Paula Turner, Secretary
- Carol Nolte, Director
- Kenn Ulrich, Director
- Laurel Klaus, Director – Present Via Zoom
- Gavin Schutz, Vice President
- Dean Rivale, Treasurer

Also Present:

- Michael Walker, General Manager
- Kelly McGalliard, Operations Manager
- Doug Enroth, Pinnacle Design, via Zoom

**CALL TO ORDER**

Jan Van Willigen called the meeting to order at 2:00 PM. The Board of Directors' members were present in person. Management and eighteen homeowners were present at the HOA office, which is located at 54-320 Southern Hills La Quinta CA. There were additional homeowners present via Zoom.

**Meeting Minutes**

Paula Turner made a motion to approve the minutes of the Board Meeting and Executive Session of November 02, 2022. Seconded by Jan Van Willigen; passed unanimously.

**Financial Statements**

Dean Rival, Treasurer, provided a financial report to the Board. Jan Van Willigen made a motion to accept the Operating Fund Financial Statement as of November 30, 2022, Accounts Receivable Summary of November 30, 2022, Financial Review Certification for October and November 2022, 4th Quarter Bank Statements, and SEIA Portfolio Review as presented. Seconded by Dean Rivale; passed unanimously.

Jan Van Willigen made a motion to authorize placing a delinquent assessment lien on parcels 775141040, 77515131059, 775091037, 775091050. Seconded by Gavin Schutz; passed unanimously.

**Old Business**

**Adopt Updated Architectural Improvement Rules and Guidelines** – Jan Van Willigen made a motion to table considering adopting the Updated Architectural Improvement Rules and Guidelines, pending staff sending out the document as a standalone document for 28-day comment period, as opposed to as being sent out along with the 2023 Budget Information. Seconded by Gavin Schutz; passed unanimously. The matter will be on the agenda for possible adoption at the April 11, 2023 Board of Directors meeting.

**Adopt Revised Sign Policy** – Jan Van Willigen made a motion to table considering adopting the Revised Sign Policy, pending staff sending out the document as a standalone document for 28-day comment period, as opposed to as being sent out along with the 2023 Budget Information. Seconded by Gavin Schutz; passed unanimously. The matter will be on the agenda for possible adoption at the April 11, 2023 Board of Directors meeting.

**Vertical Bridge Update** – Kelly McGalliard informed the Board that the agreement between PGA WEST Residential Association and Vertical Bridge is going through legal review between both entities legal counsel. No action required; none taken.

**Cherry Hills Peninsula Update** – Jan Van Willigen advised that Pinnacle provided renderings of what the Cherry Hills Peninsula is proposed to look like at project completion. No action required; none taken.

**Non-potable water update** – Jan Van Willigen shared that based upon conversation with a Club Representative that it does not appear likely that the Club will be going forward soon with the Stadium non-potable water renovation project. The Association had hoped to partner with the Club in this effort to bring non-potable irrigation water to the Stadium side. We will continue to investigate the feasibility of non-potable water availability independent of the Club.

**Aerial Photography Update** - At the request of the PGA WEST Club, Forrest King, of Landscapes Unlimited, was hired to prepare an aerial map of the Stadium golf course and surrounding area, including the Res I common areas, and many home sites. Chris May, of the PGA WEST Club authorized Landscapes Unlimited to share the work product with PGA WEST Residential Association. These photographs will be useful to the Association in planning future renovation projects.

**Master Landscape Plan** – Doug Enroth of Pinnacle Design, was present via zoom. Following discussion, Gavin Schutz made a motion to approve the November 11, 2022 proposal from Pinnacle Design Company to provide a Master Landscape Plan for PGA WEST Residential Association, at a cost not to exceed \$91,200. Seconded by Jan Van Willigen. Gavin Schutz, Jan Van Willigen, Paula Turner, Laurel Klaus, and Dean Rivale voted in favor of the motion as presented. Kenn Ulrich voted in opposition to the motion.

**New Business**

**Announce 2023 Board of Directors’ Election Candidates** – Jan Van Willigen announced that the nomination deadline for the 2023 Board of Directors’ Election has passed, and that the candidates who will be listed on the ballot include:

- Carol Nolte, Incumbent
- Kenn Ulrich, Incumbent
- Jay Agoado
- Robbie Banks
- Michael Sandstrom
- Jim Young

**Appoint Inspectors of Election April 6, 2023 Board of Directors’ Election** - Jan Van Willigen announced that the volunteer Inspectors of Election for the 2023 Board of Directors’ Election will be:

- Kathryn Wanshura
- Kathryn Wanshura
- Darrell Snyder
- Charlotte Carr
- Lauren White – Alternate/Assistant

**Announce Date of 2023 BOD Candidate Meet and Greet** – The Meet & Greet event for the 2023 Board of Directors’ Candidates will be hosted at the Association office on February 28, 2023 at 4:00 PM. The Meet & Greet will be in person and via Zoom.

**Committee Reports** – Reports were provided by the Landscape/Pool, Architectural, Compliance, Master Association, Communication, Bighorn Sheep and Burrtec Organic Waste Committees.

**General Manager’s Report** - Michael Walker, General Manager, provided information regarding Association activities, including utility consumption updates, work order report, speed report, landscape, pest, lake, pool, and maintenance departments.

**Open Forum** – The homeowners were invited to address the Board. Topics included a request for contact information for owners' in collections, compliments to the Landscape Committee, heating pool areas with restrooms, suggestion to share cost for owners to install drought tolerant landscaping, suggestion that a list of several questions be prepared so that each of the Board candidates can respond at the Meet & Greet, an inquiry about why would the Association consider not allowing signs on garage doors and a suggestion that when rocks are added to a planter bed that iceberg roses also be added to soften the overall look.

Gavin Schutz made a motion to adjourn at 5:05 PM. Seconded by Paula Turner; passed unanimously.

Respectfully submitted,

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

Paula Turner, Secretary

The next Board of Directors' Meeting is scheduled for  
April 11, 2023 at 2:00 PM

An Executive Session to discuss legal issues and member discipline was conducted immediately following the Board of Directors' Meeting.