

**PGA WEST MASTER ASSOCIATION  
BOARD OF DIRECTORS MEETING  
NOVEMBER 5, 2015**

**MINUTES**

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, November 5, 2015 2:00 P.M. at the PGA WEST Private Clubhouse, 55955 PGA Blvd., La Quinta, CA 92253. A quorum of the members were present.

**MEMBERS PRESENT:**

Deborah Brill	President
Mickey Evans	Vice President
Russell Roehrkas	Secretary/Treasurer – Via Conference Phone
Penni Sturgill	Director
Dick Moore	Director
Sarah Murr	Director
Gary Dolenga	Director

**MEMBERS ABSENT:** None

**ALSO PRESENT:**

David Peters, Esq. – Peters & Freedman

Lynn Gilliam, Robert Pantanella, Michelle Howard and Jonathan Torres representing The Management Trust.

**CALL TO ORDER:**

The meeting was called to order by President, Deborah Brill at 2:09 P.M.

**PRESIDENT’S REPORT**

Ms. Brill opened the meeting and welcomed those in attendance.

**OPEN FORUM:**

One homeowner spoke during the forum, topics included: gate issues with The Club, status of the draft CC&Rs that will be sent to the membership, and the decision on the Norman gate double assessment.

**SPECIAL PRESENTATIONS**

Scott Easton with Desert Classic Charities was present to provide an overview of the CareerBuilder Challenge taking place in January 2016.

### **MONTERRA DEVELOPMENT**

Steve Zabala was present to discuss the Monterra Development gate installation and landscape.

### **RES II – 58<sup>th</sup> STREET LANDSCAPE, WALL AND MAINTENANCE YARD**

Al Adams and Joanne Rose from Res II were present regarding the 58<sup>th</sup> Street landscape and maintenance yard.

### **CONSENT AGENDA:**

#### **Approval of Board Minutes**

1. October 8, 2015 - The Board removed this item from the consent agenda and discussed changes. Management was directed to obtain a summary from Legal Counsel Dave Peters in relation to what was presented to the Board. *Ms. Brill moved, Mr. Dolenga seconded to approve the minutes as amended. Motion carried unanimously.*
2. October 12, 2015 – The Board removed this item from the consent agenda and discussed changes. *Ms. Brill moved, Mr. Dolenga seconded to table review and approval for the November 11, 2015 meeting. Motion carried unanimously.*
3. October 20, 2015

#### **Financials**

4. September 30, 2015. The Board removed this item from the consent agenda and discussed items in the financial report. Management was directed to provide additional information pertaining to notice on delinquencies that involve slow paying assessments. This item to be added to the November 11, 2015 meeting agenda. (Financials reviewed: balance sheet, comparative income statements, reserve expense summary and certificates of deposit from the operating and reserve accounts for the period ending September 30, 2015)  
*Ms. Brill moved, Mr. Evans seconded to approve the financial report as submitted.*

#### **Committee Minutes/Reports**

5. Community Services Report – Minutes dated September 16, 2015
6. Compliance Committee Report
7. Governing Documents Committee Report
8. Landscape Committee Report – Minutes dated September 14, 2015. The Board removed this item from the consent agenda for additional information to be included in the minutes and the updated project list as referenced in the minutes. *Mr. Dolenga moved, Ms. Sturgill seconded to approve the Landscape Committee Report as amended.*
9. Landscape Oversight Committee Report
10. Community Services Report

*Ms. Brill moved, Mr. Dolenga seconded to approve and accept the consent agenda to include items 3, 5-7 and 9 in addition to the Community Services Report. Motion carried unanimously.*

**MANAGEMENT REPORT:**

**Report**

Michelle Howard presented her management report that consisted of project updates.

**UNFINISHED BUSINESS:**

**2016 Draft Budget**

*Mr. Roehrkasse moved, Mr. Moore seconded to approve the 2016 Draft Budget – High Security Option as presented by Treasurer Russ Roehrkasse with noted amendment to summer color line item as \$12,000.00. Motion carried unanimously.*

**Emergency Preparedness Plan, Discussion**

The Board discussed the emergency preparedness plan. The Community Services Committee shall draft a limited scope of an emergency plan for the Board to review once a draft is completed.

**NEW BUSINESS:**

**CD Maturity**

The Management Trust shall rollover the two (2) matured CD's as presented in the Board packet for the ongoing 3-6 month automatic investment with Wells Fargo. No action taken.

**Landscape Survey Review, Discussion**

This matter shall be added to the agenda for the November 11, 2015 meeting for further review/discussion. Management was directed to categorize the comments based on the topic (flowers, paint, etc.).

**Transponder Fee's**

Mr. Dolenga moved, Mr. Roehrkasse seconded to authorize the change to the transponder policy for homeowners to reflect that two (2) transponders be issued for vehicles and two (2) transponders be issued for golf carts, with replacement transponders at a no cost to the owner. Further moved, that all additional transponders will be \$7.00 per transponder for family, contractors, etc. \*\*Management was directed to research the current policy to determine if this policy change requires a 30 day review and comment by the membership.

**Signature Wall Landscape, Update**

Director Penni Sturgill provided an update to the Board on the Signature Wall landscape. A handout of the plant material selected was provided to the Board. Ms. Brill moved, and Mr. Evans seconded to approve the new plant replacement for the Signature wall. Motion carried unanimously.

**Replacement of Wall Caps (Norman)**

General Discussion. No action taken.

***Monterra Gates & Landscape Plan***

General Discussion. Steve Z. was directed to work with management on submitting pertinent information to the MA for the gates and the LS/HS committee will review the landscape plan.

***58<sup>th</sup> Street Matter with RES II***

\*\*Management to receive surveys and title report from Joanne Rose with RES II. In receipt of that information, the Board shall receive it via email for review.

***Signature Development Request for Gate Officer***

General Discussion. No action taken.

**CORRESPONDENCE:**

The Board reviewed the correspondence. Management to provide a response to each homeowner in regards to their inquiries/comments to the Association.

**NEXT MEETING DATE:**

The next Board meeting is scheduled for December 3, 2015. A Special Regular Session meeting has been scheduled for November 11, 2015.

**ADJOURNMENT:**

With no further business to be brought before the Board, the meeting adjourned at 5:31 P.M.

**Respectfully submitted,**

**Russell Roehrkass, Secretary/Treasurer**  
As prepared by The Management Trust

**Date**