

PGA WEST MASTER ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 9, 2016

MINUTES

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, June 9, 2016 at 2:00pm at the PGA WEST Private Clubhouse, 55955 PGA Blvd., La Quinta, CA 92253. A quorum of the members were present.

<b>MEMBERS PRESENT:</b>	Deborah Brill	President
	Gary Thorne	Vice President
	Russ Roehrkas	Secretary/Treasurer (via Conference Call)
	Penni Sturgill	Director (via Conference Call)
	Dick Moore	Director
	Gary Dolenga	Director
	Wayne LeBlang	Director

**MEMBERS ABSENT:** None.

**ALSO PRESENT:**

David Peters, Esq. – Peters & Freedman

John Beaman, Brionna Guerrero and Michelle Howard representing The Management Trust.

**CALL TO ORDER:**

The meeting was called to order by President, Deborah Brill at 2:03pm

**OPEN FORUM**

12 homeowners spoke during the forum. The items addressed were:

1. Front entrance options
2. Master Association adopting the short term rental rules from the Fairways Residential Association.
3. Norman gate assessment percentage, want to make sure it goes to 1.65. Currently it is at 2.00
4. The Club assessments.

**CONSENT AGENDA**

Approval of Board Minutes

1. May 5, 2016 as amended

Reports

2. Community Services Report – Minutes dated April 28, 2016
3. Landscape Committee Report – Minutes dated April 18, 2016
4. Community Services Director Report Summary – April 2016

*Ms. Brill moved, Mr. Dolenga seconded to approve and accept the consent agenda to include items 1 through 4. Motion carried unanimously.*

## **FINANCIAL REPORT – April 2016**

General Discussion.

*Ms. Brill moved, Mr. Thorne seconded to table the financial report for the July 14, 2016 meeting. Motion carried unanimously.*

Maturing CD's with Wells Fargo Advisors

*Mr. Roehrkasse moved, Mr. LeBlang seconded to remain with Wells Fargo Advisors and have Wells Fargo reinvest the CD that matured on 5/18/16 with Discover Bank. Motion carried unanimously.*

## **MANAGEMENT REPORT**

Michelle Howard presented her management report that consisted of the following items:

1. Updates were provided on the following: annual flower installation completed during the week of May 23, 2016, exterior gatehouse painting project for Stadium, Palmer and Nicklaus – project started today (pressure washing buildings) and painting will be completed by 6/9/16, cleaning of mountain lights and painting body of lights (if needed), and the removal of seven (7) shade trees on common area.
2. Water Usage Report for May 2016  
10543 Master Account - Water efficiency was in a “penalty” status for the month in the amount of \$994.56. The number of gallons used for this penalty was 888 gallons.  
10542 Master Account - Water efficiency was in a “penalty” status for the month in the amount of \$1240.96. The number of gallons used for this penalty was 1108 gallons.  
10465 Master Account – Water efficiency was in a “penalty” status for the month in the amount of \$3999.52. The number of gallons used for this penalty was 3571 gallons.

**\*\*To date, the total overage penalties for the month of May 2016 is \$6235.04 which equates to 5567 gallons of water. The year to date overage penalties is \$10,293.92 which equates to 9191 gallons of water.**

3. Homeowners cited for children driving golf carts – 3 citations issued for the month of May.
4. Transponders deactivated due to non-payment of fines by vendors – 4 transponders were deactivated in the month of May.
5. Transponders issued in May 2016 – Homeowner, 166 - \$439.00 and Vendor, 59 - \$7,874.00
6. Proposals authorized by management – None.

## **UNFINISHED BUSINESS**

Front Entrance Vote

General Discussion. *Mr. Dolenga moved, Mr. Moore seconded to come up with additional front entrance design(s) that include the current palm trees in place at the front entrance of the community. The additional designs should be high quality and submitted to homeowners by mail for their comments on the option they select for guidance that includes costs. The majority of the palm trees that are in good condition would remain and kept consistent with the design. Motion failed with Ms. Brill, Mr. Thorne, Ms. Sturgill and Mr. Roehrkasse opposed, Mr. Dolenga, Mr. Moore and Mr. LeBlang in favor.*

*Ms. Brill moved, Ms. Sturgill seconded to move forward with the next step in the front entrance renovation process.*

*This entails appointing any Board member who has the available time to work with the retained landscape designer to inculcate Options No. 1 and No. 2 design features which were most preferred and disliked pursuant to the survey. The design shall also provide an option which maintains the existing palms in lieu of the replacement palms. In order to effectuate this option, management shall have the ability, if necessary, to retain an outside landscape designer to accomplish this facet at an amount not to exceed \$10,000.00.*

*The available Board members shall then expeditiously work with management and familiar contractors to develop an approximate cost range for the front entrance alternatives with replacement trees and without replacement trees for consideration.*

*After the Board of Directors has received more refined information, the Board shall have the right, but not the obligation to seek additional input from the members and/or an alternative designers or other professionals. Motion carried with Ms. Brill, Mr. Thorne, Mr. Roehrkasse, Ms. Sturgill, Mr. Dolenga and Mr. Moore in favor, Mr. LeBlang opposed.*

Meeting recessed at 4:42pm

Meeting reconvened at 4:50pm

PGA Boulevard Repair, Update – Process for Determining the Signature Development Percentage Contribution to the Cost of PGA Boulevard Repairs (Dolenga)

General Discussion. *Ms. Brill moved, Mr. Thorne seconded to table this item for 7/14/16 meeting. Motion carried unanimously.*

Approval, Proposed Collection Policy for Residential Associations, Residence Club and PGA WEST Country Club

General Discussion. *Ms. Brill moved, Mr. Thorne seconded to table this item for 7/14/16 meeting. Management was directed to provide an update in the June monthly manager's message. Motion carried unanimously.*

Board Minutes Reflecting Board Member Voting

*Ms. Brill moved, Mr. Thorne seconded to table this item for 7/14/16 meeting. Motion carried unanimously.*

CVWD Chromium 6 Facility

General Discussion. Legal Counsel Dave Peters provided an update to the Board on the status of this facility.

## **NEW BUSINESS**

Griffin Ranch Access, Discussion (Sturgill)

*Ms. Brill moved, Mr. Thorne seconded to table this item for 7/14/16 meeting. Motion carried unanimously.*

*Board Liaison Appointments to Committees*

*Ms. Brill moved, Mr. Thorne seconded to appoint Board members to committee's as follows:*

*Compliance – Gary Dolenga*

*Gates & Patrol – Russ Roehrkasse*

*Landscape – Penni Sturgill*

*Ms. Brill moved, Mr. Thorne seconded to appoint to the committees as noted. Motion carried unanimously.*

**RES I Member Appointment to Compliance Committee**

No action taken.

**Proposal from Reliable Tree Care for Trimming of Palm Trees**

*Ms. Brill moved, Mr. Thorne seconded to approve proposal as presented contingent that the work include clean up added to the description. Motion unanimously carried. Management was directed to obtain the cost to skin trees from Reliable Tree Care.*

**Community Services Committee Recommendations:**

**Purchase of Radar Gun with Night Vision**

*Mr. Dolenga moved, Mr. Thorne seconded to approve the proposal as presented. Motion unanimously carried.*

**Purchase of Wireless Barcode & Driver License Scanner**

**General Discussion.** *Mr. Thorne moved, Mr. LeBlang seconded to approve the proposal as presented. Motion unanimously carried.*

**Review Gates & Patrol Draft Survey**

*Ms. Brill moved, Mr. Thorne seconded to table this item for the 7/14/16 meeting. Motion carried unanimously.*

**Disaster Planning/Checklist to be Uploaded to Website and Included with Monthly Manager's Message**

*Ms. Brill moved, Mr. LeBlang seconded to upload the Disaster Planning Checklist to the Association website and include information about the checklist on the Monthly Manager's message for June 2016. Motion unanimously carried.*

**Approval of the Revised Committee Charter for Gates & Patrol**

*Ms. Brill moved, Mr. Dolenga seconded to approve the Revised Committee Charter for the Gates & Patrol Committee, effective 6/9/16. Motion carried unanimously.*

**Discussion on "No Tolerance Policy" Pertaining to Noise Nuisances During Festival Weekends**

**General Discussion.** Per Legal Counsel, the Association must revise the violation fine policy and sent it out with the annual mailing package. Additional information must be noted in the correspondence with a notation about the fine that may be imposed. Management to provide the information to Legal Counsel for review.

**Landscape Committee Recommendation – Replacement of Irrigation Controllers**

**General Discussion.** *Mr. Dolenga moved, Ms. Brill seconded to approve the proposal for the Rain Bird Site Control system contingent that they give the Association a five (5) year warranty for the irrigation system in the amount of \$224,726.28 from the Reserve account. Based on the response from Rain Bird*

*on the 5 year warranty, the Board authorizes Dick Moore and Wayne LeBlang to determine how to proceed. Motion carried unanimously.*

Landscape Committee Recommendation – Proposal for Trip Hazard on Common Area  
*Ms. Brill moved, Mr. Thorne seconded to table this item for the 7/14/16 meeting. Motion carried unanimously.*

Directors Request to Inspect Records (Dolenga)  
General Discussion. No action taken.

Process for Obtaining Updated High Quality Front Entrance Design Options Which Would Include the Existing Palm Trees (Dolenga)  
No action taken.

Front Entrance Design Descriptions (Labor & Materials) “In Writing” to Facilitate Meaningful Cost Estimates (Dolenga)  
No action taken.

Reminder Email to Homeowners with Agenda Attached Prior to Board Meetings (Dolenga)  
General Discussion.  
Mr. Dolenga moved, Mr. Thorne seconded to send out a meeting reminder and agenda to homeowners on the Friday prior to the scheduled Board meeting date. Motion carried with Mr. Thorne, Mr. Roehrkasse, Mr. Dolenga, Mr. Moore and Mr. LeBlang in favor, Ms. Sturgill was opposed and Ms. Brill was absent.

#### **SIGNATURE DEVELOPMENT**

Request for Marketing Signs  
General Discussion. Mr. Thorne moved, Mr. Moore seconded to deny the request from Signature for placement of marketing signs along PGA Boulevard. Management was directed to provide a response to Signature with regard to the Association’s position as it relates to marketing for developments in the community. Motion carried with Mr. Thorne, Mr. Roehrkasse, Ms. Sturgill, Mr. Dolenga, Mr. Moore and Mr. LeBlang in favor, Ms. Brill was absent.

#### **REPETITIVE ITEMS**

Residential Associations – Citation Processing (Moore)  
General Discussion. *Ms. Brill moved, Mr. Thorne seconded to table this item for the 7/14/16 meeting. Motion carried unanimously.*

**NEXT REGULAR SESSION BOARD MEETING** – Thursday, July 14, 2016 (Tentative)

#### **ADJOURNMENT**

With no further business, the meeting adjourned at 6:28pm.

Respectfully submitted,  
Russ Roehrkasse, Secretary/Treasurer  
As prepared by The Management Trust

Date