

PGA WEST MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 2, 2017

MINUTES

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, February 2, 2017 at 2:00pm at the PGA WEST Tournament Clubhouse, 56150 PGA Blvd., La Quinta, CA 92253. A quorum of the members was present.

MEMBERS PRESENT:	Deborah Brill	President
	Gary Thorne	Vice President
	Russ Roehrkasse	Secretary/Treasurer
	Penni Sturgill	Director
	Dick Moore	Director
	Gary Dolenga	Director
	Wayne LeBlang	Director

MEMBERS ABSENT: None

ALSO PRESENT:

David Peters, Esq. – Peters & Freedman
Scott Randall – General Manager
John Beaman - The Management Trust
Ryan Hamilton – The Management Trust

CALL TO ORDER:

The meeting was called to order by President Deborah Brill at 2:15 P.M.

PRESIDENT'S REPORT:

Ms. Brill congratulated Desert Classic Charities and the CareerBuilder Challenge for their successful 2017 tournament; and thanked the CBC and Association staffs for their efforts. She provided an update on the PGA Boulevard paving project; and advised that in their Executive Session, the Board appointed Ryan Hamilton to the position of Assistant General Manager.

OPEN FORUM:

Fourteen (14) homeowners spoke during the forum. The items addressed were:

1. Preserve the palm trees during the PGA Boulevard entrance improvements
2. Support for the proposed improvements to the PGA Boulevard entrance improvements
3. Status of mountain light improvements
4. Signature desert-scape

CONSENT AGENDA

Approval of Board Minutes

1. January 9, 2017 – Regular Meeting

Reports

2. Landscape Committee – December 12, 2016
3. Gates and Patrol Committee – December 14, 2016
4. Community Services Director Report Summary – January, 2016

Ms. Brill moved, Mr. Thorne seconded to approve the consent agenda as presented. Motion carried unanimously.

FINANCIAL REPORTS

Mr. Roehrkasse introduced financial statements for December, 2016, stating that there were numerous coding and classification errors that resulted in a reported operating deficit for the fiscal year. He indicated that the meeting will be held on Tuesday, February 7 to review and correct these errors, after which a revised financial statement for December will be presented. **Thus, Mr. Roehrkasse moved, Mr. Moore seconded that December 2016 financial statements be tabled. Motion carried unanimously.**

MANAGEMENT REPORT

Scott Randall presented the General Manager's Report which consisted of the following items:

1. PGA Boulevard repairs
2. CareerBuilder Challenge
3. Audit Preparation
4. Financial reconciliation
5. Status report on current projects

UNFINISHED BUSINESS

Status Report on PGA Boulevard Entrance Design

Director Sturgill explained some of the changes in the conceptual plan as a result of their value engineering process; that some brick pillars have been eliminated; there is the potential for a loss of up to 16 existing palm trees; the planting of up to 14 new trees; that both water and fire features are maintained; and that the current estimate has been revised to \$380,000. There were numerous questions and considerable discussion about many of the conceptual design features. **A motion was made by Director Roehrkasse, seconded by Director Thorne to approve the conceptual plan as presented; and to instruct the designer to proceed with final plans and construction documents.** Upon further discussion, the motion was amended to include: **empowering Directors Roehrkasse and Sturgill to make any additional changes in the conceptual design plan; to solicit competitive bids for all project elements; with all bids to be brought back to the Board for approval. Motion was approved on a voice vote of 5-2 (Moore and Dolenga).**

Approval – Landscape Remodeling of Tiburon Gate

Mr. Randall summarized the previous discussion from the January meeting. There was significant debate about the need for any improvement in this area; and diverse comments about the current conditions of the entry and median. **A motion was made by Director Thorne to authorize the expenditure of up to \$2,500 for minimal landscape improvements in this area. Upon further discussion, it was moved by Director Thorne, seconded by Director Sturgill to table this item. Motion carried unanimously.**

NEW BUSINESS

Approval – Call for Annual Meeting

Mr. Randall introduced his recommendation to schedule the Association's Annual Meeting for Thursday, April 27 at 11:00 AM. Upon discussion, it was agreed that the General Manager should poll the resident associations and private club to identify dates in April on which there are no scheduling conflicts; that he select a date for the Annual Meeting; and confirm that date with the full Board. No additional action was taken.

It was moved by Director Thorne and seconded by Director LeBlang that the Attorney be instructed to draft an amendment to the Association's By-Laws that would reduce the composition of the Master Association from seven members to five members; that the members be appointed to the Board by their respective residential associations, based upon their financial contributions to the Master Association, and that two seats be assigned to both the Res 1 and Fairways Associations, with one seat assigned to Res 2; that at least one appointee from each association be an elected member of that association's Board of Directors; that each appointment be for a term of two years; that no member of the Master Association Board can serve more than two terms; and that this language be crafted for distribution to the membership with the upcoming 2017 Board election materials. Motion approved unanimously.

Reaffirmation of Election Rules and Approval of Request to Serve Form

Mr. Randall introduced the subject matter. **Director Thorne moved, seconded by Director Roehrkasse that the Election Rules and Request to Serve Form used in 2016 be used again. Motion carried unanimously.**

Approval -- Appointment of Inspector of Elections

Director Roehrkasse moved, seconded by President Brill that David Peters be appointed to serve as the Inspector of Elections. Motion carried unanimously.

Approval – 2017 Election and Meeting Calendar

Director Roehrkasse moved, seconded by President Brill that Mr. Randall and Mr. Peters be authorized to pick a date for the Annual Membership Meeting; and proceed with establishing the Annual Election and Meeting calendar. Motion carried unanimously.

Approval Annual Tree Trimming

President Brill moved, seconded by Director LeBlang, to approve the proposal of Reliable Tree Care for annual tree trimming of approximately 455 trees at a total cost not to exceed \$24,115. Motion carried unanimously.

Approval – Additional Tree Replacement / Madison and Airport

President Brill moved, seconded by Director Thorne, to approve the planting of 12 additional trees on Madison Street and Airport Boulevard, at a total cost not to exceed \$3,200; with funds to come from the Reserve Fund. Motion carried unanimously.

Discussion – Preservation of Palm Trees at PGA Boulevard and Avenue 54

There was no discussion.

Discussion – Front Entrance Design Contract

Director Dolenga stated that there was a violation of the Association’s By-Laws and distributed a statement for incorporation of the minutes. The statement was distributed to the members of the Board separately via email.

A motion was made by Director Roehrkasse, seconded by President Brill and approved by a voice vote of 4-3 (Dolenga, LeBlang and Moore) to ratify the contract for professional design services with Designs by Kaveh.

Discussion – Landscape / Hardscape Committee

It was agreed that this was an item for discussion after the 2017 election; and that all Committee Charters be reviewed at the same time.

NEXT REGULAR SESSION BOARD MEETING – Thursday, March 2, 2017.

ADJOURNMENT

With no further business, the meeting adjourned at 4:50 pm.

Respectfully submitted,

Date:

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