

PGA WEST MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 6, 2017

MINUTES

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, April 6, 2017 at 2:00 P.M. 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 Roehrkaase	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
Ryan Hamilton – The Management Trust

CALL TO ORDER:

The meeting was called to order by President Deborah Brill at 2:04 P.M.

PRESIDENT'S REPORT:

Ms. Brill announced that Director Gary Thorne has moved and that he has resigned his position on both the Res 2 HOA and Master Association Boards and thanked him for his service to the community. She announced that Mr. Pantanella has been out sick recently and wished him a swift recovery. She also asked for civil and respectful dialogue during the upcoming election season.

UNFINISHED BUSINESS

Approval – Bids for PGA Boulevard Finishing

Director Dolenga asked that this item be moved up on the agenda to accommodate the Project Engineer, Brett Anderson of Sladden Engineering. Mr. Anderson explained his concerns with the existing Boulevard pavement, including the delamination of previous slurry seal applications that could impact the adhesion of a new layer of slurry seal. While he stated that the existing pavement had outlived its expected useful life, he did indicate that it was feasible to remove some of the existing slurry seal through a "micro-grind" process in order to provide a better surface for another layer of slurry seal. There was discussion about continuing construction throughout the community and a desire to delay the eventual reconstruction of the boulevard. **It was moved by Director Moore, seconded by Director LeBlang and approved unanimously that staff identify those areas of the boulevard that were in need of a micro-grind; and to solicit bids for this service.**

OPEN FORUM:

One (1) homeowner spoke during the forum, inquiring about the status of the CC&R amendments and the likelihood of changes in the existing dues structure.

CONSENT AGENDA

Approval of Board Minutes

1. March 2, 2017 – Regular Meeting
2. March 15, 2017 – Special Meeting

Reports

3. Landscape Committee – February 13, 2017
4. Gates and Patrol Committee – February 22, 2017
5. Community Services Director Report Summary – March, 2017

President Brill moved, Director Roehrkasse seconded to approve the consent agenda as presented. Director asked for three minor edits to the regular meeting minutes. Motion to approve the Consent Agenda, as amended, carried unanimously by voice vote.

FINANCIAL REPORTS

Mr. Roehrkasse introduced the financial statements for December, 2016, January, 2017 and February, 2017 and explained the adjustments that had been. **After discussion, Director Roehrkasse moved, Director Sturgill seconded to accept the December 2016, January 2017 and February, 2017 financial statements as presented. Motion carried unanimously.** Mr. Roehrkasse asked that future financial reports be expanded to include a summary of Association investments; and a summary on monthly expenses from the Reserve Fund.

MANAGEMENT REPORT

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

1. End-of-year financial reconciliation
2. 2017 Election
3. Status of utility audit
4. Festival
5. Monterra Billing and Access Security
6. Project Update

Director Dolenga asked about the status of billing Signature for the recent improvements to PGA Boulevard. Mr. Randall indicated that he would prepare a recommendation for the Board's consideration. Director Moore stated that he did not like the new mountain lighting. Mr. Randall asked the other Board members to review the installation and to share their opinions.

UNFINISHED BUSINESS

Status Report on PGA Boulevard Entrance Design

Director Roehrkasse gave an update on the entrance design; advising that new plans were being submitted to the City of La Quinta on Monday; and that the Directors were authorizing a modest payment to the project manager for costs incurred to date.

Approval – Landscape Remodeling of Tiburon Gate

Ms. Sturgill introduced the topic, explaining that a previous recommendation from the Landscape Committee had been rejected by the Board; and that this new plan called for new landscaping in the planters, plus a desert-scape treatment in the medians. **It was moved by President Brill, seconded by Director Sturgill to approve the recommendation of the Landscape Committee at a total cost of \$9,437. Motion was defeated by a vote of 2-4 (Dolenga, Moore, LeBlang, Roehrkasse). It was moved by Director Roehrkasse, seconded by Director Dolenga that the proposal to install new plant material in the planter boxes, at a total cost of \$4,870 be approved. The motion was approved by a vote of 4-2 (Brill, Sturgill).**

NEW BUSINESS

Approval – Authorizing FY 2016 Reserve Expenditures

Director Roehrkasse explained that a number of FY 2016 expenses had been misclassified to operating accounts and that this summary identified 20 expenditures that were rightfully attributable to the Reserve Fund. **It was moved by Director Dolenga, seconded by Director Roehrkasse and approved unanimously that these expenses be assigned to the Reserve Fund.**

Approval – Comprehensive Insurance Renewal / Arthur J. Gallagher

Mr. Randall introduced the annual renewal of the Association's various insurance coverage; that the proposed list of insurance companies and the levels of coverage remained unchanged; and that the cost for this insurance was \$40,355. **It was moved by Director LeBlang, seconded by Director Dolenga and approved unanimously to approve the insurance renewal as presented.** Mr. LeBlang asked that this item be re-bid in FY 2018.

Approval – Installation of Drip Irrigation System

Director Sturgill explained the Landscape Committee recommendation to install a drip irrigation system in the planter beds adjacent to three gatehouses at a total cost of \$6,339. **Director Dolenga moved, seconded by Director LeBlang that the proposal be approved at a total price of \$6,339.26. Motion carried unanimously.**

Approval – Request for Supplemental Security / Fairways Association

Mr. Randall explained the request of Fairways Association to contract for additional security services during the three upcoming festival weekends. **It was moved by Director Roehrkasse, seconded by Director LeBlang that the request be approved, subject to the Association paying directly for these services. Motion carried unanimously.**

Discussion – Gates and Patrol Committee

Director Roehrkasse introduced four topics recently raised by the Gates and Patrol Committee. He explained that the Committee authorized a minor expense to improve the Command Center's ability to receive and respond to voice mail messages. There was lengthy discussion regarding the ability of the Association to more rigorously enforce noise violations during the upcoming festivals, including the potential to remove gate privileges from those guests that are cited for violations to Combined Community Rules. He indicated that the Committee will be drafting a policy to generally prohibit the use of drones; and that such a policy would be introduced during the upcoming review of these Rules. He also solicited input on the prospect of providing access through existing unmanned gates; to which the majority opinion was that any such requests would be considered when made by an Association.

Discussion – Compliance Committee / Process of Vendor Citations

Director Dolenga introduced the topic to revisit the Board's guidance from last October. **It was moved by Director Moore, seconded by Director Dolenga and approved unanimously that each Association be responsible for processing all violations originating in their jurisdiction.**

Discussion – Selection of Front Entrance Bidder

It was moved by Director LeBlang, seconded by Director Moore and approved by voice vote that the existing contractual landscapers would be included as recipients of the bidding documents.

ANNUAL MEMBERSHIP MEETING – Friday, April 28, 2017

NEXT REGULAR SESSION BOARD MEETING – Thursday, May 4, 2017.

ADJOURNMENT

With no further business, the meeting adjourned at 4:00 pm.

Respectfully submitted,

Date:

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