

**PGA WEST FAIRWAYS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
THE PRIVATE CLUBHOUSE
Thursday, June 25, 2015, 2:30 P.M.**

BOARD MEMBERS PRESENT (4)

Deborah Brill, President
Barbara Larsh, Vice President
John Cochrane, Director
Brian Foord, Director

BOARD MEMBERS ABSENT (1)

Jennifer Jenkins, Secretary/Treasurer

The Management Trust, Monarch Group Division

Lynn Gilliam, CCAM, Vice-President of Community Management
Jerry McDonald, CCAM, PCAM, General Manager

Also Present

Greg Gritters, Vintage Landscape
Fran Mullahy, Vintage Landscape

- I. CALL TO ORDER – Deborah Brill called the meeting to order at 2:40 P.M. Deborah summarized the Executive Session by informing those present that the Board discussed the collections and small claims proceedings, advised that there were three violation hearings and \$320 in violation fines/fees assessed, and then adjourned for regular session.

- II. OPEN FORUM – Deborah Brill opened the homeowner’s forum.
 - A. Dick Mills, Toll Brothers SBA, reported that he met with the landscape contractor of his SBA, Brian Westlake, along with one of his homeowners, Sarah Murr, and Jerry McDonald earlier in the week to discuss the issue within Toll Brothers about tree removal and the need to retrofit irrigation in the front yards. He requested assistance from the Board in sending out Straw Polls to remove trees and to eliminate flowers going forward as a means of saving water and money. He also suggested that a Straw Poll be sent to have the homeowners responsible for the trees in their rear yard, as there is an inequity in the quantity of trees. He reported that some homeowners have only a few rear yard trees whereas other homeowners have several trees in their rear yard. Dick also reported to the Board that he contacted the City of La Quinta regarding the City’s Short Term-Vacation Rental Program and said that there is some confusion at the city’s level regarding the enforcement of signage for those short-term rentals. The City Ordinance #501 indicates that no signs are allowed but the City Municipal Code allows for posting of signs. He asked that the Board work with the city for clarification.
 - B. Sarah Murr, Toll Brothers SBA, stated that the area behind the 6th tee on the Greg Norman Course looks great now that the golf course maintenance cleared the quail bush in preparation of the scheduled landscape enhancement project for the area on the corner of Brown Deer Park and Turnberry Way.
 - C. Jody Shapiro, Turnberry SBA, expressed his concerns about excess irrigation from rear yards. He suggested that the Board send out a Constant Contact to homeowners to remind their private gardeners to ensure the irrigation systems are working efficiently. Jody also wanted to know how much money was remaining out of the \$150,000 that the developers of Monterra gave the Fairways for landscape improvements within Greg Norman area. He said that Turnberry Way needed additional trees. Lastly, Jody wanted to review the landscape plans for the golf course area on the corner of Brown Deer Park and Turnberry.

- III. MINUTES – A motion was m/s/c to approve the Regular Session meeting minutes for May 28, 2015 as presented.

IV. FINANCIAL REPORT

- A. Acceptance and Approval of May Financials/Variance Reports – Jerry McDonald presented the financial and variance report for period ending May 31, 2015. He reported that as of May 31, 2015 operating assets were \$1,063,070.34; reserve assets were \$3,738,006.49; other assets of \$125,448.21; with total assets of \$4,926,525.04 for this period. Motion m/s/c to accept the May 31, 2015 financial statement as presented.
- B. Merrill Lynch Recommendations – Motion m/s/c to purchase a \$200,000 Certificate of Deposit for a term of 24 months for the Certificate of Deposit maturing during June 2015 and to purchase a \$200,000 Certificate of Deposit for a term of 18 months for the Certificate of Deposit maturing during July 2015.

V. NOTICE OF LIENS – No liens at this time.

VI. MANAGEMENT REPORTS – Jerry McDonald presented the management report and work order report for May 2015.

VII. COMMITTEE REPORTS

- A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee Meeting Minutes of May 4, 2015 as presented.
- B. Landscape Committee – Motion m/s/c to accept the Landscape Committee Meeting Minutes of June 1, 2015 as presented.

VIII. UNFINISHED BUSINESS

- A. Approve Policy for Maintenance Liability – Motion m/s/c to approve the Policy for Maintenance Liability with the change of “Fairways will repair like for like on any damaged ornamental items such as, but not limited to, light fixtures, decorative tile, or address markers”, in the fourth paragraph, third sentence of the policy as presented.

IX. NEW BUSINESS

- A. Appointment of Declarant Representative to the Board of Directors – John Cochrane, General Manager of The Private Club, was introduced as the appointed representative of the Declarant.
- B. Approve Communications Policy – Motion m/s/c to approve the Communications Policy with the change of “The PGA WEST Fairways Association utilizes the following means to communicate with its members; mass mailings, website (pgawestfairways.com) and through Constant Contact or email service” in the first sentence of the first paragraph as presented.
- C. Request from Golf Course – Motion m/s/c to send a letter to the PGA Master Association indicating that the Fairways Board of Directors has no objection to their request to remove that portion of the median within the Master Association’s area of responsibility. The intent of the Golf Course is to widen the golf cart path on Spanish Bay, directly behind the Weiskopf gatehouse, in order to make it more convenient for not only golf course maintenance vehicles but also golfers on their carts.
- D. Approve Revised Plant Palette for Architectural Guidelines – Motion m/s/c to approve the Revised Plant Palette. The Board directed Management to include the revised plant palette in the Architectural Guidelines in the next mass mailing. The Board also directed Management to send out a Constant Contact to the members informing them of the revised Approved Plant Palette.
- E. Proposal for Landscape Change Orders – Motion m/s/c to approve the change orders from Vintage Landscape: Norman Estates entrance area for \$9,520; Area adjacent to 56970 Troon for \$4,110; Chanticleer well site for \$4,590; Black Diamond Gate for \$9,120; Muirfield Village Wall for \$26,445. The Fairways will receive a rebate of \$13,605 from CVWD for turf removal at those locations.
- F. Proposal for Landscape Upgrades at Hermitage Pool – Motion m/s/c to table.

- G. Proposal for Landscape Upgrades at Tunnel, West Side – Motion m/s/c to table.
 - H. Maintenance Agreement, 55-791 Brae Burn – Motion m/s/c to approve Deborah Brill, President, to sign the Maintenance Agreement as presented. The homeowner will be responsible for the maintenance of their upgraded garage door.
 - I. Architectural Appeal, 81-165 Kingston Heath – Motion m/s/c to deny the request from the homeowner to keep their rear yard fencing that was not approved by the Architectural Review Committee.
 - J. Architectural Appeal, 81-630 Tiburon – Motion m/s/c to approve the paint palette as requested by the homeowner.
 - K. Calendar of Events – Review by the Board of Directors.
 - L. Welcome Packet – Reviewed by the Board of Directors. The Board will work with Management to update the Welcome Packet.
- X. NEXT MEETING DATE – 2:30 P.M., Thursday, July 23, 2015 at The Private Clubhouse.
- XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 5:10 P.M.

ATTEST

Board Member Deborah Brill

Date 7/23/15

Printed Name, Title PRESIDENT