

**PGA WEST FAIRWAYS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
THE PRIVATE CLUBHOUSE
Thursday, August 27, 2015, 2:30 P.M.**

BOARD MEMBERS PRESENT (5)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer
John Cochrane, Director
Brian Foord, Director

BOARD MEMBERS ABSENT (0)

The Management Trust, Monarch Group Division

Lynn Gilliam, CCAM, President of The Management Trust, Monarch Division
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 2:35 P.M. Deborah summarized the Executive Session by informing those present that the Board discussed the collections of delinquent assessments, advised that there were seven (7) violation hearings and \$942.80 in violation fines/fees assessed, then adjourned for regular session.

- II. **OPEN FORUM** – Deborah Brill opened the homeowner's forum.
 - A. Greg Gritters, of Vintage Landscaping, gave a briefing to those present about the challenges due to the current severe drought and the irrigation restrictions placed upon everyone from the Coachella Valley Water District (CVWD). He went on to say he would like to see a new landscape theme for the Fairways that would take into account the ongoing drought and the fact that this is a desert environment. He will be presenting ideas and suggestions to the Landscape Committee and Board of Directors for their consideration.
 - B. Sarah Murr, Toll Brothers SBA, stated that the landscape project at the Norman Estates park looks great. She also inquired about the tree removals within the Toll Brothers SBA.
 - C. Ron and Gina Deovlet, Muirfield SBA, commented that they are not satisfied with the plantings on Muirfield Village perimeter wall. They would rather see a more desert-scape theme similar to the newly planted landscaping along the Brown Deer Park perimeter wall.
 - D. Robert Coss, Norman Estates SBA, asked about the timeline for the landscape project at the Norman Estates.
 - E. Jim Wisener, Masters SBA, said that the Dunn Edwards paint color "Teddy Bear" on the Fairways perimeter walls looks great.
 - F. Donna Swanson, Eagle Bend SBA offered to see the Fairways have "behind the gate" trash pick-up service from Burrtec. She also suggested that a Straw Poll be sent to the homeowners by Constant Contact to see what the interest is in having that service.
 - G. Walt Lloyd, La Cala SBA, thanked everyone for their condolences and support during the recent loss of his wife. He really appreciates the kindness of the Board of Directors and management staff. Walt then suggested that Vintage landscapers refurbish the front yards where stones were installed during the front yard refurbishment project. Some of the stones are displaced, or now missing, and the landscapers just need to add more stones. Walt also said he understands the restrictions being placed on the Association now by CVWD due to the severe drought and suggests the Board send out a Constant Contact email to the homeowners informing them of the current situation.

- H. Bob Brown, Spanish Bay SBA, suggested the Board table the proposal from Roto-Lite for the relocation of the landscape lights in his SBA until he has reviewed the addresses for those lights.
 - I. Richard Brace, Norman Estates SBA, wanted to know how serious the Board is in regards to enforcing weekend renters. He thinks there are many owners who rent out their homes and do not pay the City of La Quinta the Transient Occupancy Tax (TOT).
 - J. Susan Horne, Norman Estates SBA sent a letter to the Board and asked that it be read aloud during the Open Forum portion of the Regular Session. Jerry McDonald read Susan's letter to those present.
- III. MINUTES – A motion was m/s/c to approve the Regular Session meeting minutes for July 23, 2015 as presented.
- IV. FINANCIAL REPORT
- A. Acceptance and Approval of July Financials/Variance Reports – Jerry McDonald presented the financial and variance report for period ending July 31, 2015. He reported that as of July 31, 2015 operating assets were \$1,018,097.32; reserve assets were \$3,838,234.08; other assets of \$126,054.36; with total assets of \$4,982,385.76 for this period. Motion m/s/c to accept the July 31, 2015 financial statements as presented.
 - B. Merrill Lynch Recommendations – Motion m/s/c to purchase a \$200,000 Certificate of Deposit for a term of 12 months for the Certificate of Deposit maturing during September 2015.
- V. NOTICE OF LIENS – Motion m/s/c to lien account #402765 for delinquencies totaling \$1,944.58.
- VI. MANAGEMENT REPORTS – Jerry McDonald presented the management report and work order report for July 2015.
- VII. COMMITTEE REPORTS
- A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee Meeting Minutes of July 6 and August 3, 2015 as presented.
 - B. Landscape Committee – Motion m/s/c to accept the Landscape Committee Meeting Minutes of August 3, 2015 as presented.
- VIII. UNFINISHED BUSINESS - None
- IX. NEW BUSINESS
- A. Fairways Monthly Communications – Motion m/s/c to include a “Monthly Update” on the Fairways website highlighting the actions taken by the Board of Directors at the most recent Board meeting. The update will also include significant highlights of the manager's report.
 - B. Proposal to Replace Greg Norman Area Perimeter Wall Caps – Tabled.
 - C. Proposal to Relocate Landscape Lights – Motion m/s/c to approve the proposal from RotoLite to relocate landscape lights in the front yards at five (5) homes in the Masters SBA for a cost of \$514.23 to be paid from Masters SBA reserve fund. Motion m/s/c to table the proposal for relocating the landscape lights in the front yards in Spanish Bay SBA until the Delegate and Jerry McDonald has had time to review those addresses.
 - D. Maintenance Agreements – Motion m/s/c to approve the Maintenance Agreements to have the owners of the following properties responsible for the ongoing maintenance of those upgraded items indicated; 55615 Brae Burn – Replace Courtyard Entry Gate, Side Yard Gate and Garage Door; 55727 Brae Burn – Replace Garage Door; 55770 Brae Burn – Replace Garage Door; 80337 Spanish Bay – Replace Garage Door; 80816 Spanish Bay – Replace Garage Door; 57815 Black Diamond – Installation of Date Palms in front yard.
 - E. Draft Constant Contact – Tabled.

- F. Review Draft Combined Community Rules and Regulations – Tabled.
 - G. Sample Close of Escrow Schedule – No action taken, information only.
 - H. 2015 Legal Symposium – No action taken, information only.
 - I. Calendar of Events – No action taken, information only.
 - J. Revised Architectural Guidelines – Motion m/s/c to have Management submit a Revised Draft Architectural Guidelines to the Fairways Architectural Review Committee (ARC) that includes The Signature development requirements. After the ARC reviews that Draft it will be sent to the membership for their 30-day comment period.
- X. NEXT MEETING DATE – 2:30 P.M., Thursday, September 24, 2015 at The Private Clubhouse.
- XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 5:00 P.M.

ATTEST

Board Member



Date 9.24.15

Printed Name, Title

Deborah Brill, President