

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 22, 2018 AT 1:30 P.M.
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (3)

Deborah Brill, President
Barbara Larsh, Vice President
Chuck Eckman, Director

BOARD MEMBERS ABSENT (2)

Jennifer Jenkins, Secretary/Treasurer
Benjamin Dobbs, Director

The Management Trust, Desert Division

John Beaman, VP of Resort Communities
Cassie Gertz, General Manager
Michelle Reese, Administrative Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 1:36 P.M.
- II. OPEN FORUM – Open Forum was conducted and three homeowners were present.
- III. MINUTES
 - A. January 25, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated January 25, 2018 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance of January 2018 Financials – The Board conducted its quarterly review of the following reports: a current reconciliation of the operating and reserve accounts, reserve revenues and expenses compared to the current year's budget, latest bank statements for operating and reserve accounts, and income and expense statement for the association's operating and reserve accounts. Motion m/s/c to accept the January 2018 Financials as submitted.
 - B. Merrill Lynch Recommendations –
 - Reserve: Motion m/s/c to purchase a CD for \$200,000 for a term of 18-Months after CD matures on March 29, 2018 and a CD for \$200,000 for a term of 24-months after CD matures on April 26, 2018.
- V. NOTICE OF LIENS – Motion m/s/c to lien APN 775-310-008 for the delinquent assessment amounts and any late fees, interest charges, and other collection-related amounts.
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report, January – Cassie Gertz presented the work order report January 2018.
 - C. Monthly Calendar – The Board reviewed the information and directed Management to continue to update the calendar.
 - D. Update on Various Projects – Cassie Gertz provided updates relative to SBA painting projects, tree trimming, LED bulb replacements, and storm drain cleaning. No action needed.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes, January 8, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated January 8, 2018.
 - B. Landscape Committee

- Review Summer Color Selection – Motion m/s/c to accept the recommendation from the Landscape Committee for summer color installation in common areas only, cost not to exceed \$11,604.25.
- Brae Burn Pool Landscape Refurbishment, LC Project – Motion m/s/c to accept the recommendation from the Landscape Committee for the landscape refurbishment as submitted by Vintage Landscape in the amount of 14,755.00 with \$700.00 rebate from CVWD.

VIII. UNFINISHED BUSINESS

- A. Review Comments on Proposed Rule Changes – There were no comments received on the proposed rule changes.
- B. Approve Draft Architectural Guidelines – Tabled until March meeting
- C. Heritage SBA Petition, Supplemental Declaration Request – The Board discussed the agenda item and directed Management to inquire with the Heritage SBA petition representatives regarding the exact language they are proposing to include in the amendment.
- D. Annual Meeting Schedule of Events – The Board reviewed the agenda item and directed Management to cancel the March 14, 2018 Dry Run of Annual Meeting #1.
- E. Bulk Cable Agreement, Update – Tabled until March meeting.

IX. NEW BUSINESS

- A. Approve Annual Palm Tree Trimming – Motion m/s/c to accept the proposal as submitted by Discount Tree Service for the Annual Palm Tree Trimming for \$46,851.00. Work to commence June 1, 2018 and finish no later than June 30, 2018.
- B. Master Association Combined Rules, Emergency Rule Change – Motion m/s/c to approve Master Association Combined Rules, Emergency Rule Change valid through April 30, 2018.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 1:30 P.M., Thursday, March 22, 2018 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:00 P.M.

The Board met in Executive Session on February 22, 2018 to discuss member discipline, collections, contracts, personnel, legal and developer matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____