

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, MAY 25, 2017 AT 2:30 P.M.
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (3)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer

ABSENT (2)

John Cochrane, Director
Chuck Eckman, Director

ALSO PRESENT:

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 2:35 P.M.
- II. OPEN FORUM – Open Forum was conducted and seven homeowners were present.
- III. MINUTES
 - A. April 27, 2017 – Motion m/s/c to accept the Regular Session meeting minutes dated April 27, 2017.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of April 2017 Financials – Motion m/s/c to accept the April 2017 Financials as submitted.
 - B. Letter from the Auditor – The Board reviewed the information. No action needed.
- V. NOTICE OF LIENS – Motion m/s/c to lien APN 762-280-002 for delinquent assessments if balance is not paid in full by June 20, 2017.
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report – Cassie Gertz presented the work order report for April 2017.
 - C. Monthly Calendar – The Board reviewed the information.
 - D. Clarify Spectrum “Seasonal Hold” – The Board reviewed the agenda item and directed Management to clarify the maximum time an account can be on “Seasonal Hold.”
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes, April 3, 2017 – Motion m/s/c to accept the Architectural Committee meeting minutes dated April 3, 2017 as presented.
 - B. Landscape Committee Minutes, April 3, 2017 – Motion m/s/c to accept the Landscape Committee meeting minutes dated April 3, 2017.
 - C. Short Term Rental *ad hoc* Committee Minutes, March 10, 2017 – Motion m/s/c to accept the Short Term Rental *ad hoc* Committee Minutes dated March 10, 2017.
- VIII. UNFINISHED BUSINESS
 - A. Review/Approve Telecommunications *Ad Hoc* Committee Charter – The Board reviewed the document included in the packet and made revisions. Motion m/s/c to adopt the Telecommunications *Ad Hoc* Committee Charter as amended.

IX. NEW BUSINESS

- A. Ratify Reserve Study Proposal – Motion m/s/c to ratify the approval of the 2018 Reserve Study proposal as submitted by Association Reserves for \$7,400.00.
- B. Review Landscape Proposal, Common Area Ground Cover – Motion m/s/c to accept the proposal from Vintage for Common Area Ground Cover for \$13,710.00. Schedule to be determined on an as needed basis.
- C. Review/Approve Delegate Committee Charter – Tabled until June meeting.
- D. Review Drone Regulation, Combined Rules – The Board reviewed and discussed the agenda item and agreed with the proposed language subject to the addition of the following: adding language requiring signature on a “hold harmless” waiver, that no residential association can grant access over the golf course and applicant must have the appropriate insurance coverage naming the Association as additional insured.
- E. Spanish Bay SBA Paint Palette, Request from Homeowners – The Board discussed the agenda item. The Board directed Management to inquire with specific homeowners at Spanish Bay relative their exterior home paint schemes. Item tabled until June meeting pending further information.
- F. Review SBA Exterior Painting Projects, Select Contractor, Schedule – Motion m/s/c to accept the proposal from MC Builders for the painting of the exterior homes for Heritage, La Cala, Legends, and Spanish SBA not to exceed \$820,000. Motion m/s/c to accept the proposal from Vintage Landscape for vine removal ahead of the painting crew not to exceed \$80,000. SBA exterior painting order will be as follows: La Cala SBA, Legends SBA, Spanish Bay SBA, Heritage SBA.
- G. Review/Approve Painting Communications to Homeowners – Motion m/s/c to approve the painting communications to homeowners pending final review to be done electronically.
- H. Notice from CVWD, Sewer Rates – The Board reviewed the Notice from CVWD, Sewer Rates. No further action taken.
- I. Approve License, Maintenance & Indemnity Agreements
 - APN 762-400-010-4 – Motion m/s/c to accept the License, Maintenance and Indemnity Agreement regarding the architectural improvement for APN 762-400-010-4.
 - APN 767-510-018-7 – Motion m/s/c to accept the License, Maintenance and Indemnity Agreement regarding the architectural improvement for APN 767-510-018-7.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 2:30 P.M., Thursday, June 22, 2017 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:40 P.M.

The Board met in Executive Session on May 25, 2017 to discuss member discipline, collections, contracts, personnel, legal and developer matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____