

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, MAY 26, 2016 AT 2:30 P.M.
LOCATION: PRIVATE CLUBHOUSE
55955 PGA BOULEVARD LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (5)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer
John Cochrane, Director
Chuck Eckman, Director

ALSO PRESENT:

The Management Trust, Desert Division

Lynn Gilliam, Division President
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 2:38 P.M.
- II. OPEN FORUM – Twenty homeowners were present for Open Forum. Topics included short-term rentals, the Fairways Finance Committee, parking enforcement, drones, and the CVWD Chromium 6 Water Treatment Facility.
- III. MINUTES
 - A. Motion m/s/c to approve the Regular Session meeting minutes dated March 15, 2016 as presented.
 - B. Motion m/s/c to approve the Regular Session meeting minutes dated April 28, 2016 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of April 2016 Financials –Motion m/s/c to accept the April 2016 financial report as presented.
 - B. Merrill Lynch Investment Recommendations – Operating: Motion m/s/c to purchase a CD for \$100,000 for a period of 12-months after CD Matures on July 13, 2016. Reserve: Motion m/s/c to purchase a CD for \$200,000 for a period of 12-months after CD Matures on June 13, 2016 and to purchase a CD for \$200,000 for a period of 24-months after CD Matures on July 8, 2016.
- V. NOTICE OF LIENS – Motion m/s/c to lien Account 402588 in the amount of \$1,252.00 and Account 402278 in the amount of \$2,025.40.
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report – Cassie Gertz presented the work order report for April 2016.
 - C. Monthly Calendar – The Board reviewed the information and directed Management to add items to the calendar.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee meeting minutes dated April 4, 2016 as presented.
 - B. Landscape Committee – Motion m/s/c to accept the Landscape Committee meeting minutes dated April 4, 2016.
- VIII. UNFINISHED BUSINESS –
 - A. Finalize Governing Documents Restatement – Motion m/s/c to approve the amended versions of the restated Bylaws and CC&Rs and directed Management to prepare the mailing of the Governing Documents to the homeowners.

- B. Trash Service Conversion, Approve Communication – Motion m/s/c to approve the conversion from the current manual trash pickup service to the automated trash pickup service offered by Burrtec Waste. The Board directed Management to revise the communication to the homeowners.
- C. CVWD Chromium 6 Water Treatment Facility/Water Rate Increase – The Board directed Management to draft a letter on behalf of 881 Homeowners.
- D. Appoint Architectural Committee Member – Motion m/s/c to appoint Dan Dozer to the Architectural Committee to serve in place of Melissa Ehren.
- E. Ratify Reserve Study Proposal - Motion m/s/c to approve the proposal as submitted by Association Reserves to perform the Reserve Study for 3 years for a total amount not to exceed \$22,200.00.

IX. NEW BUSINESS

- A. Annual Palm Tree Trimming Proposal – Motion m/s/c to approve the proposal as submitted by Reliable Tree Care for \$28,000.00.
- B. Proposals for Lighting Changes – Motion m/s/c to approve the proposal as submitted by Roto-Lite for Phase II of the Winged Foot refurbishment not to exceed \$4,182.83. Motion m/s/c to approve the proposal as submitted by Roto-Lite for Phase III of the Winged Foot refurbishment not to exceed \$6,524.73.
- C. Turf Conversion Proposal – Hermitage and Chanticleer – Motion m/s/c to send the proposal to the Finance Committee for review of the expense.
- D. Proposal for Homeowner Landscape Guide – Tabled until June Meeting.
- E. Toll Brothers SBA Landscape Maintenance Proposals – The Board reviewed the information included in the packet.
- F. Toll Brothers SBA Straw Poll, Update – The Board directed Management to revise the straw poll e-blast to include financial information and questions regarding homeowner satisfaction with current landscape provider.
- G. Masters SBA Reserve Project, Status – Motion m/s/c to close funding for current Masters SBA reserve projects.
- H. La Cala SBA Address Light Project – The Board declined to use SBA funds to pay for replacement address plaques due to the item not being a component currently maintained by the SBA. However, the Board directed Management to assist the SBA with coordinating the project.
- I. Approve Request for Proposal, Pool/Fountain Maintenance – Motion m/s/c directing Management to request proposals for pool and fountain maintenance.
- J. Incentive for Governing Documents Restatement Ballot Return – The Board discussed the agenda item and the challenges with obtaining a quorum for the upcoming Governing Document restatement. In order to save funds on additional mailings the Board voted to implement an incentive program for return of ballots. Motion m/s/c to have incentives for the Delegates based on rate of return ballots as follows: 60% Return - \$50.00 Gift Card. 75% Return - \$100.00 Gift Card. 90% Return - \$150.00 Gift Card.
- K. Short Term Vacation Rental Rules, Presentation by Homeowner – Information Only.
- L. Architectural Violation Policy – The reviewed the agenda item.

X. Correspondence – Board reviewed correspondence.

XI. NEXT MEETING DATE – 2:30 P.M., Thursday, June 23, 2016 at the Private Clubhouse.

XII. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 5:20 P.M.

The Board met in Executive Session on May 26, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____