

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 20, 2018 AT 1:30 P.M.  
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

**MINUTES**

**BOARD MEMBERS PRESENT (4)**

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

**BOARD MEMBERS ABSENT (1)**

Ben Dobbs, Director – Exited at 1:41 P.M.

**The Management Trust, Desert Division**

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

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 1:40 P.M.
- II. OPEN FORUM – Open Forum was conducted and seventeen homeowners were present.
- III. MINUTES
  - A. May 24, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated May 24, 2018 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance of May 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 May 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 July 13, 2018; and a CD for \$200,000 for a term of 36-Months after CD matures on August 7, 2018.
- V. NOTICE OF LIENS - NONE
- VI. MANAGEMENT REPORT
  - A. Action List – Information only.
  - B. Work Order Report, May – Cassie Gertz presented the work order report May 2018.
  - C. Monthly Calendar – The Board reviewed the information and directed Management to continue to update the calendar.
- VII. COMMITTEE REPORTS
  - A. Architectural Review Committee Minutes, May 7, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated May 7, 2018.
  - B. Landscape Committee Minutes, May 7, 2018 – Motion m/s/c to accept the Landscape Committee meeting minutes dated May 7, 2018.

VIII. UNFINISHED BUSINESS

- A. Heritage SBA Petition for Sup Dec, Draft Special Assessment Ballot – The Board reviewed the agenda item; and directed Management to add additional language, and create a FAQ sheet for review by the Board at its next meeting. Jim Cox requested that the Board wait until November to send the communication when more homeowners return to the desert.
- B. Bulk Cable Agreement, Update – The Board updated those present of the status of the negotiations with Spectrum and announced that a new contract will go into effect in November relative to the bulk agreement. The Board authorized Management to send a post-card announcement.
- C. Review Pest Control Reports, Skunk Abatement – The Board reviewed the Pest Control Reports and directed Management to proceed with one more service due to inactivity.
- D. Legends Tunnel Landscape Enhancement Proposal – Tabled until August meeting.

IX. NEW BUSINESS

- A. Patrol Incident Report, Home Safety – The Board reviewed and discussed the agenda item.
- B. Norman Estates Exit Gate, Owner Request to Install Access Device – The Board considered the agenda item and reviewed a proposal submitted by Big Sky Gate Keeper to install an entry device at the back gate of Norman Estates. After discussion, the Board determined that additional work is required in order to determine the best solution to the issue.
- C. Review/Approve New Norman Estates SBA Entry System – Motion m/s/c to accept the proposal as submitted by Big Sky Gate Keeper to replace the Norman Estates SBA Entry System when necessary for \$5,489.00. The Board directed Management to communicate to the homeowners of upcoming system and new gate code.
- D. Review/Approve Perimeter Wall Paint Touchups – Motion m/s/c to accept the proposal as submitted by MC Painting for Perimeter Wall Paint Touchups for \$8,250.00.
- E. Review/Approve Fall Flower Selection – Motion m/s/c to accept the proposal as submitted by Armstrong Growers for Fall Flower Selection for \$47,466.80.
- F. Review/Approve Masters SBA Exterior Paint Palette – Motion m/s/c to accept the Masters SBA Exterior Paint Palette as submitted.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 1:30 P.M., Thursday, August 23, 2018 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:01 P.M.

The Board met in Executive Session on June 20, 2018 to discuss member discipline, collections, contracts, personnel, legal and developer matters.

**ATTEST**

Board Member \_\_\_\_\_

Date \_\_\_\_\_

Printed Name, Title \_\_\_\_\_