

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, AUGUST 25, 2016 AT 2:30 P.M.
LOCATION: PRIVATE CLUBHOUSE
55955 PGA BOULEVARD 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)

John Cochrane, Director

ALSO PRESENT:

The Management Trust, Desert Division

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 2:47 P.M.
- II. OPEN FORUM – Open Forum was conducted and five homeowners were present.
- III. MINUTES
 - A. Motion m/s/c to approve the Regular Session meeting minutes dated July 28, 2016 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of July 2016 Financials – Motion m/s/c to accept the July 2016 financial report as presented.
 - B. Merrill Lynch Investment Recommendations –
 - Excess Operating: Motion m/s/c to purchase a CD for \$100,000 for a term of 3-months from Liquid Funds, a CD for \$100,000 for a term of 18-months after CD matures on November 10, 2016.
 - Reserve: Motion m/s/c to purchase a CD for \$200,000 for a term of 18-months after CD matures on September 26, 2016, a CD in the amount of \$200,000 for a term of 18-months after CD matures on October 24, 2016, a CD in the amount of \$200,000 for a term of 24-months after CD matures on November 22, 2016, a CD in the amount of \$200,000 for a term of 24-months after CD matures on November 29, 2016, and a CD in the amount of \$200,000 for a term of 36-months after CD matures on December 19, 2016.
- V. NOTICE OF LIENS – None
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report – Cassie Gertz presented the work order report for July 2016.
 - C. Monthly Calendar – The Board reviewed the information and directed Management to add District Delegate meetings.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes– Tabled until September meeting.
 - B. Landscape Committee Minutes – Tabled until September meeting.

VIII. UNFINISHED BUSINESS –

- A. Draft Architectural Guidelines– Motion m/s/c to approve the Draft Architectural Guidelines as amended. The Board directed Management to send to the homeowners for the thirty (30) day comment/review period prior to adoption.
- B. Draft Rules and Regulations – The Board tabled the draft Rules and Regulations for additional review by the Short-Term Rentals *ad hoc* Committee.
- C. Trash Conversion Survey Results – The Board reviewed the agenda item and directed Management to place the order for barrels with Burrtec and coordinate the conversion.
- D. Approve Final Draft CC&Rs & Bylaws – Motion m/s/c to approve the final draft CC&Rs & Bylaws. The Board directed Management to prepare for mailing to the Members in November.
- E. Approve Governing Document Restatement Mailer Materials – Tabled until September meeting.
- F. Set Record Date for Governing Documents Restatement – Tabled until September meeting.
- G. Set Meeting Date for Governing Documents Restatement – Tabled until September meeting.
- H. Toll Brothers SBA Landscape Survey Results – The Board reviewed the agenda item.
- I. Toll Brothers SBA Landscape Maintenance Obligations Survey – The Board reviewed the agenda item. Management will work with the Toll Brothers SBA Delegate to finalize the survey and send to the Board for final review.

IX. NEW BUSINESS

- A. Hermitage Park Area Common Area Landscape Enhancement – Tabled.
- B. Muirfield Village/Mountain View Common Area Landscape Enhancement – Tabled.
- C. Weiskopf Tunnel Landscape Enhancement – Motion m/s/c to approve the proposal as submitted by Vintage Landscape with the allowance not to exceed \$70,000, with the condition that Management confirms the cart path width and cost of plant material. The Board also directed Management to obtain a lighting proposal.
- D. Annual Inspection of Dry Wells/Storm Drain Cleaning Proposals – Tabled for clarification until September meeting.
- E. Appoint Short-Term Rentals *ad hoc* Committee –
 - a. Motion m/s/c to appoint Deborah Brill and Chuck Eckman as alternating Co-Chairs. The Board directed Management to consult with the following homeowners regarding availability for the *Ad hoc* Committee: Marshall Harris, Allan Haight, Keah Shields, Errol Freeman, Donna Swanson and Kim Cox.

X. CORRESPONDENCE – Board reviewed the correspondence.

XI. NEXT MEETING DATE – 2:30 P.M., Thursday, September 22, 2016 at the Private Clubhouse.

XII. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 4:34 P.M.

The Board met in Executive Session on August 25, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____