

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, SEPTEMBER 27, 2018 AT 1:30 P.M.
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (3)

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

BOARD MEMBERS ABSENT (2)

Barbara Larsh, Vice President
Ben Dobb, Director

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 eight homeowners were present.
- III. MINUTES
 - A. August 23, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated August 23, 2018 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance of August 2018 Financials – Motion m/s/c to accept the August 2018 Financials as submitted.
- V. NOTICE OF LIENS - NONE
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report, August – Cassie Gertz presented the work order report for August 2018.
 - C. Monthly Calendar – The Board reviewed the information.
 - D. Monthly Landscape Report, Upload to Website – The Board reviewed the information and directed Management to upload the Monthly Landscape Report to the website on a monthly basis.
 - E. The Management Trust Program, Ring Doorbell – The Board reviewed the information and directed Management to add The Management Trust Program, Ring Doorbell to the Quarterly Newsletter.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes, August 13, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated August 13, 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 send cover letter and FAQ sheet to Jim Cox prior to the October meeting.

- B. New Homeowner Orientation Presentation Review – The Board reviewed the information and directed Management to revise the New Homeowner Orientation and send electronically to the Board for review.

IX. NEW BUSINESS

- A. Ratify Plant Replacement Proposals by SBA – Motion m/s/c to ratify and approve Plant Replacement Proposals by SBA as submitted.
- B. Architectural Committee Request for Business Cards – The Board reviewed the agenda item and referred it back to the Committee to suggest an alternate identification system.
- C. Spectrum FAQ Sheet & Channel Lineup – The Board reviewed the information and directed Management to upload the information to the website.
- D. Draft Bulk Cable/Internet Communication – The Board reviewed the information and directed Management to send to the homeowners.
- E. 2019 Board of Directors Meeting Calendar – Motion m/s/c to approve the 2019 Board of Directors Meeting Calendar.
- F. Heritage SBA, Proposal to Retrofit Irrigation – Tabled until October meeting. The Board directed Management to obtain a proposal with itemized and more detailed information and send the project out to bid.
- G. Turnberry SBA, Landscape Refurbishment Project – Tabled until October meeting.
- H. Select CPA, Audit Review/Tax Preparation – Motion m/s/c to approve the proposal as submitted by Newman & Associates for CPA, Audit Review/Tax Preparation for \$7,600.00.
- I. Ratify Release of Phase I & 2 Bonds, Monterra Development – Motion m/s/c to ratify Release of Phase I Bond in the amount of \$109,380 and Phase 2 Bond in the amount of \$111,030 after discussion with Legal Counsel.
- J. Ratify Acceptance of Phase 2 Property, Monterra Development – Motion m/s/c to ratify to accept turnover of phase 2 property.
- K. Ratify Acceptance of Street Sealing Proposal, Signature Development – Motion m/s/c to ratify acceptance of street seal specifications as submitted by Asphalt MD's for sealcoat application.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 1:30 P.M., Thursday, October 25, 2018 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:12 P.M.

The Board met in Executive Session on September 27, 2018 to discuss member discipline, collections, contracts, developer, personnel and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____