

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
THURSDAY, OCTOBER 27, 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 – Jennifer entered at 3:00 P.M.  
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 2:45 P.M.
- II. OPEN FORUM – Open Forum was conducted and eight homeowners were present.
- III. MINUTES
  - A. Motion m/s/c to approve the Regular Session meeting minutes dated September 22, 2016 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance and Approval of September 2016 Financials – Motion m/s/c to accept the September 2016 financial report as presented.
- V. MANAGEMENT REPORT
  - A. Action List – Information only.
  - B. Work Order Report – Cassie Gertz presented the work order report for September 2016.
  - C. Monthly Calendar – The Board reviewed the information.
  - D. 2017 Board Meeting Dates – The Board reviewed the agenda item and approved the 2017 Board meeting dates with the exception of changing the July date to July 11, 2017.
  - E. Storm Drain Cleaning – Motion m/s/c to approve the annual cleaning of the storm drains not to exceed \$20,000.
- VI. COMMITTEE REPORTS
  - A. Architectural Review Committee – Minutes, September 2, 2016 – Motion m/s/c to accept the Architectural Committee meeting minutes dated September 2, 2016 as presented.
  - B. Finance Committee – Minutes, March 8, 2016 – Motion m/s/c to accept the Finance Committee meeting minutes dated March 8, 2016 as presented.
  - C. Finance Committee – Minutes, September 16, 2016 – Motion m/s/c to accept the Finance Committee meeting minutes dated September 16, 2016 as presented.
  - D. Finance Committee – Minutes, October 4, 2016 – Motion m/s/c to accept the Finance Committee minutes dated October 4, 2016 as presented.
  - E. Landscape Committee - Minutes, September 12, 2016 – Motion m/s/c to accept the Landscape Committee minutes dated September 12, 2016 as presented.
- VII. UNFINISHED BUSINESS –
  - A. Toll Brothers SBA Landscape Obligations Survey – The Board reviewed the agenda item and determined the results of the survey to be inconclusive.
  - B. Toll Brothers SBA Draft Alt. Maintenance Matrix - The Board reviewed and discussed the agenda item. The Board directed Management to consult with legal counsel on the possibility of

accommodating a vote by the Toll Brothers SBA homeowners on the proposed maintenance amendment presented by Dick Mills.

- C. Appoint Inspector of Elections, Governing Documents Restatement – Motion m/s/c to appoint Mary Walker as the Inspector of Elections for the Governing Documents Restatement and The Management Trust as an alternate.

VIII. NEW BUSINESS

- A. 2017 Draft Base and SBA Budgets – Motion m/s/c to approve the 2017 Draft Base and SBA Budgets as amended
- B. 2017 Draft Base and SBA Reserve Studies – Motion m/s/c to approve the 2017 Draft Base and SBA Reserve Studies.
- C. Review Draft Annual Budget & Policy Statements Cover Letter – The Board reviewed the information and directed Management to revise the cover letter.
- D. Review Comments on Draft Architectural Guidelines – The Board reviewed the comment on the proposed rule changes and directed Management to make one editorial change as a result of the comment.
- E. Finalize and Adopt Draft Architectural Guidelines – Motion m/s/c to adopt the draft Architectural Guidelines as amended.
- F. Hermitage Pool Landscape Enhancements, Info Only (LC Project) – Motion m/s/c to accept the proposal as submitted by Vintage Landscape for the Hermitage Pool Landscape Enhancements for \$24,640.93 paid out of the Landscape Committee annual budget. The Board agreed to cover the additional \$643.93 over the Landscape Committee budget.
- G. Hermitage Pool Paver Walkway Proposal – Tabled until January 2017 meeting.
- H. Draft Letter to City of La Quinta, Median Landscape – Motion m/s/c to approve the letter to the City of La Quinta regarding the median landscape.
- I. Approve 2016 Audit Proposal – Motion m/s/c to approve the 2016 Audit proposal submitted by Brabo & Carlsen for \$8,000.00.
- J. Ratify SBA Plant Replacement Proposals – Motion m/s/c to ratify the SBA plant replacement proposals as submitted by Vintage Landscape.
- K. Review Draft Communication – Short Term Rentals – Motion m/s/c to approve and send the Short Term Rentals Communication as amended.
- L. Review Draft Short Term Rental Info Form – The Board reviewed the Short Term Rental Info Form and directed Management to revise.
- M. Review Rental Signage – The Board discussed the agenda item.
- N. Review Draft Rule Change – Trash & Recycling – Motion m/s/c to approve the Trash & Recycling rule change and send to the homeowners for a thirty (30) day comment period.
- O. Greg Norman Area – Club Access – Motion m/s/c to approve the concept to grant access for Griffin Ranch homeowners (golf carts) that are PGA WEST Club members through the Greg Norman area.

IX. CORRESPONDENCE – Board reviewed the correspondence.

X. NEXT MEETING DATE – 2:30 P.M., Thursday, November 17, 2016 at the Private Clubhouse.

XI. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 5:10 P.M.

The Board met in Executive Session on October 27, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

**ATTEST**

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

Date \_\_\_\_\_

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