

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
THURSDAY, OCTOBER 25, 2018 AT 1:30 P.M.  
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

**MINUTES**

**BOARD MEMBERS PRESENT (3)**

Deborah Brill, President  
Chuck Eckman, Director  
Ben Dobbs, Director

**BOARD MEMBERS ABSENT (2)**

Barbara Larsh, Vice President  
Jennifer Jenkins, Secretary/Treasurer

**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 1:45 P.M.
- II. OPEN FORUM – Open Forum was conducted and Eleven homeowners were present.
- III. MINUTES
  - A. September 27, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated September 27, 2018 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance of September 2018 Financials (Full Report) – 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 September 2018 Financials as submitted.
  - B. Merrill Lynch Recommendations -
    - Operating: Motion m/s/c to purchase CD for \$100,000 for a term of 12-months from Liquid Funds; and a CD for \$100,000 for term of 18-months after CD matures on December 17, 2018.
    - Reserve: Motion m/s/c to purchase CD for \$200,000 for a term of 12-months from Liquid Funds; and a CD for \$200,000 for a term of 24-months after CDs mature on November 15, 2018 and November 23, 2018; and a CD for \$200,000 after CD matures on November 30, 2018.
- V. NOTICE OF LIENS – Motion m/s/c to lien APN 762-350-006-7 for the delinquent assessment amounts and any late fees, interest charges, and other collection-related amounts.
- VI. MANAGEMENT REPORT
  - A. Action List – Information only.
  - B. Work Order Report, August – Cassie Gertz presented the work order report for September 2018.
  - C. Monthly Calendar – The Board reviewed the information.

VII. COMMITTEE REPORTS

- A. Architectural Review Committee Minutes, September 10, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated September 10, 2018.
- B. Landscape Committee Minutes, June 4, 2018 – Motion m/s/c to accept the Landscape Committee meeting minutes dated June 4, 2018.

VIII. UNFINISHED BUSINESS

- A. Heritage SBA Petition, Special Assessment Correspondence – The Board discussed the agenda item.
- B. Heritage SBA Petition, Appoint Inspector of Elections – The Board discussed the agenda item.
- C. New Homeowner Orientation Presentation, Preview – The Board reviewed the agenda item.

IX. NEW BUSINESS

- A. Letter to City of La Quinta, Adjacent Property – Information Only
- B. 2019 Budget & Policy Statement Mailer – The Board reviewed the 2019 Budget & Policy Statement Mailer. Motion m/s/c to approve the draft mailer documents for mailing to homeowners.
- C. Update on 2019 Draft Reserves Studies & Draft Budgets – Information Only
- D. Management Company Disclosure Statement – The Board reviewed the disclosure.
- E. Heritage SBA, Proposal to Retrofit Irrigation – The Board reviewed the Heritage SBA proposal to retrofit irrigation and directed Management to include potential water savings in the RFP.
- F. Compliance Committee, Draft Short Term Vacation Rental Policy – The Board reviewed and discussed the agenda item.
- G. Monterra Development, Request for Release of Phase 2 Bond – Tabled until November meeting.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 1:30 P.M., Thursday, November 15, 2018 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:10 P.M.

The Board met in Executive Session on October 25, 2018 to discuss member discipline, collections, contracts, developer, personnel and legal matters.

**ATTEST**

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

Date \_\_\_\_\_

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