



Board of Directors' Meeting Minutes
June 18, 2020
1:00 PM

Board Member(s) Present:

- Jan Van Willigen, President
- Gavin Schutz, Vice President
- Wayne LeBlang, Treasurer
- Paula Turner, Secretary
- Carol Nolte, Director
- Dean Rivale, Director

Also Present:

- Michael Walker, General Manager
- Kelly McGalliard, Operations Manager

CALL TO ORDER

The Board of Directors' Meeting was conducted as a 'hybrid' meeting; meaning that the Board and Management were personally present, and the Homeowner attendees were present via Zoom. The meeting was called to order by Jan Van Willigen at 1:00 PM.

Approve & Waive Reading of Minutes of April 30, 2020. Jan Van Willigen made a motion to approve the minutes of April 30, 2020. Seconded by Gavin Schutz. Mr. Van Willigen, Mr. Schutz, Ms. Turner and Ms. Nolte voted in favor of the motion. Wayne LeBlang abstained, as he was not on the Board during the April 30, 2020 meeting.

Approve & Waive Reading of Minutes of May 5, 2020. Jan Van Willigen made a motion to approve the minutes of May 5, 2020, with one correction, which is to clarify that Dean Rivale was appointed by the Board to serve along with Steve Herthel, Jan Van Willigen, Wayne LeBlang and Tom Headrick as members of the Architectural Committee. Seconded by Gavin Schutz; passed unanimously.

Open Forum – The HOA requested that homeowners submit their questions in writing prior to the Board Meeting. Jan Van Willigen addressed the inquiries. Cleve Brown inquired about several Architectural violations in the community; those issues to be referred to the Architectural Committee for follow up. Rob Bitz commented regarding his feeling that the front entry water features are unimpressive; Mr. Bitz' comments to be forwarded to the Master Association. Neil Stone requested that the HOA paint the entire curb red where there are mailboxes; the Board responded "no", parking is limited and there are areas to park in between mailboxes. Barbara Chow referenced an article in the Association Newsletter, which indicated that Queen Palms will be removed and replaced over time. Ms. Chow stated that she would like for the Association to

replace the Queen Palms with another variety of palm as the palms provide a look and feel to the landscape that she prefers; this issue to be referred to the Landscape Committee.

Financial Statements

Jan Van Willigen made a motion to accept the Operating Fund Financial Statement as of April 30, 2020, the Accounts Receivable Summary as of May 31, 2020, and the Reconstruction Fund Financial Statement as of April 30, 2020, as presented. Seconded by Wayne LeBlang; passed unanimously.

Jan Van Willigen made a motion to provide Board authorization to proceed with initiating a Delinquent Assessment Lien for parcel 775241077. Seconded by Wayne LeBlang; passed unanimously.

Appoint MA Representative – There were four candidates who submitted applications to be appointed as the PGA WEST Residential Association, Inc. Representative to the Master Association Board of Directors. Those candidates include Robbie Banks, John (Jack) McDonald, Steven E. Price, and Kenneth Ulrich.

Wayne LeBlang made a motion to appoint Steven Price to serve as the Res I appointee to the Master Association Board of Directors. The motion failed due to lack of a second. Dean Rivale made a motion to appoint Jack McDonald to serve as the Res I appointee to the Master Association Board of Directors. Seconded by Carol Nolte. Jan Van Willigen, Gavin Schutz, Paula Turner, Carol Nolte and Dean Rivale voted in favor of the motion; Wayne LeBlang voted in opposition. Motion to appoint Jack McDonald to serve as the Res I appointee to the Master Association Board of Directors passed, 5 in favor, 1 opposed.

Letter of Resignation Dated May 27, 2020 Bob Shipley – Mr. Van Willigen informed the Board that Bob Shipley resigned from serving as a Director for the PGA WEST Residential Association, Inc. effective June 1, 2020.

Appoint Res I Board of Directors' Member – Wayne LeBlang made a motion to appoint Richard Moore to serve as a Director for the PGA WEST Residential Association Board of Directors, as Richard Moore was the next highest vote recipient in the recent Board of Directors' election. The motion failed due to lack of a second. Dean Rivale made a motion to appoint Kenn Ulrich to serve as a Director for the PGA WEST Residential Association, Inc. Board of Directors for the duration of Bob Shipley's term. Seconded by Gavin Schutz. Jan Van Willigen, Gavin Schutz, Paula Turner, Carol Nolte and Dean Rivale voted in favor of the motion; Wayne LeBlang abstained. Motion to appoint Kenn Ulrich to serve as a Director for the PGA WEST Residential Association, Inc. Board of Directors for the duration of Bob Shipley's term passed, 5 in favor, 1 abstention.

Election Rules – Jan Van Willigen made a motion to approve the clarification language in the Association's Election Rules to make it clear that nominations from the floor and write-in- candidates are not allowed. Seconded by Carol Nolte. Discussion ensued; Jan Van Willigen, Gavin Schutz Paula Turner, Carol Nolte, Dean Rivale and Kenn Ulrich voted in favor of the motion. Wayne LeBlang abstained. Motion to approve the clarification language in the Association's Election Rules to make it clear that nominations from the floor and write-in- candidates are not allowed passed, 5 in favor, 1 abstention. Management was instructed to send the revised Election Rules to the membership for a 28-day comment period.

Address Plaques – Kelly McGalliard stated that the sample address plaques are affixed to the front of the office building for the Board’s consideration. The Board viewed the plaques and determined that the rectangular bronze plaques with 4” gold numbers are the best option for the community. The expenditure to replace the 33+ year old existing plaques was approved in 2019. Management was instructed to contact homeowners and ask that if a homeowner has an address plaque that they prefer over the new address plaques, that they provide a photo of their plaque for the Architectural Committee’s review. If the Committee approves of the alternate plaque, the Association will not purchase, nor replace that homeowner’s address plaque.

The Board adjourned to Executive Session due to a Homeowner Hearing that was scheduled for 2:00 PM.

Reconvene to Open Session 2:45 PM - New Business – Proposals for Pool Furniture Refurbishment – Patio Guys and CFR Patio - Management made a recommendation to the Board to award the 2020 Pool Refurbishment Contract to Patio Guys. Patio Guys has been refurbishing the Association’s pool furniture for several years and has done a good job. Further, Patio Guys’ proposal is significantly less than CFR Patio’s quote. Wayne LeBlang made a motion to approve Patio Guys’ 2020 Pool Furniture Refurbishment Proposal. Seconded by Dean Rivale; passed unanimously.

Wayne LeBlang made a motion to authorize Management to spend up to \$25,000 on budgeted expenses that have funds allocated for the specific purpose. Seconded by Gavin Schutz; passed unanimously.

Website Renovation Update – Gavin Schutz provided an update of the website renovation work that is in progress. The Association is working with website designer Andrew Perk, to achieve the following objectives: Port the website to WordPress, enhance the work order creation process, allowing the homeowner to create and submit the workorder and then receive a confirmation e-mail acknowledging receipt of their e-workorder, improve the accessibility of the on-line library of Association documents, and expand the functionality of the Association website to the benefit of the homeowners via account access and other homeowner friendly functions.

Architectural Website Content – Dean Rivale stated that he is working on development of the Architectural component of the Association’s website. The goal is to provide easily accessible, clearly defined Architectural Guidelines, with sample photographs of approved, completed projects, and to streamline the Architectural process by having the application such that it can be substantially completed online. Additionally, through a secure homeowner portal, make the status of each owner’s architectural project accessible online.

Champion Paint Palette and Paint Placement – Jan Van Willigen provided an update on the upgraded paint palette and paint placement program that was implemented in late 2019. Mr. Van Willigen stated that there are six buildings, from 54-141 through 54-049 Oak Hill, where the new color schemes and color placement can be viewed. Additionally, the Classic units on Arnold Palmer and Pinehurst were painted with updated schemes.

Committee Reports - Landscape/Pool – Paula Turner communicated that the annual Washingtonian Palm Tree Trimming that was scheduled to begin on June 1, 2020, has been postponed due to the contractor not being able to perform due to COVID-19 issues amongst his workers. We have engaged an alternate contractor to trim the palms and that work is scheduled to begin in late June. The nutgrass spraying is in progress. Some plants in the Association were attacked by caterpillars; any owner that has caterpillars eating their plant material should call for pest spraying. Due to limited funds, the summer landscape projects will be limited. Ms. Turner would like to install narrow strips of sod where there are beds adjacent to the streets that cause water/mud run off. A before and after photo was provided, which showed water and mud in the street, as compared to no water or mud in the street after the ‘sod mow strip’ was added at the curb edge.

Pool Report – Carol Nolte stated that the pool inspections have been completed. Several of the inspectors noticed that some spa jets were not working correctly. The lake pools need some work on the landscaping. Paula Turner added that staff needs to ensure that the pool gates are cleaned regularly. Ms. Nolte commented that the Queen Palms have been counted and their condition noted. She recommends cutting off dead palm fronds and keep an eye on them as they look rather good at the present time.

Architectural - Jan Van Willigen stated that he is reporting on behalf of Steve Herthel, Committee Chair. Architectural applications continue to be reviewed and processed, despite the limitations of COVID-19. In fact, the number of summer month applications reviewed by the Architectural Committee far exceeds past years. Some of the projects processed include new pools and spas, new hardscape, fire features, water features, removal and replacement of windows, gate replacements, misting system installations, awnings, Aluma-wood portico installation and custom home addition. There were also a couple of applications that were denied, including a dog run enclosure request and garage door hardware addition. Applications continue to come in every week. The Committee is also reviewing, at the Board’s request, an issue related to the effect of a hedge that was installed, which blocks the view from a custom home.

Compliance – Carol Nolte supplied an overview of the year to date activity of the Compliance Committee. Citations to Res I owners in 2020 total 230. The infractions include speeding, entering through the exit gate, parking in the wrong direction, overtime parking, parking in front of mailboxes, running stop signs and conduct/noise.

Gate and Patrol – Jan Van Willigen asked Gavin Schutz to explain the difference between the Gate and Patrol Committee and the Compliance Committee. Gavin Schutz responded that the Gate and Patrol Committee oversees the patrol systems and the security systems as well as the gate houses in the common areas of the community. Compliance Committee meets for the purpose of adjudicating citations issued by the Gates and Patrol staff in accordance with the PGA WEST Combined Community Rules and Regulations. Both Committees are Master Association Committees.

Mr. Schutz will be introducing Kathryn Wanshura, Res I Owner, appointed to serve on the Gate and Patrol Committee, at the upcoming meeting. Mr. Schutz informed the Board that he was selected to serve as Chair for the City of La Quinta’s Short-Term Vacation Rental Advisory Committee. There are fifteen Committee members representing various facets of STVR interested parties, including, short term rental owners, property managers, vendors and non-short-term homeowners. The Committee is slated to conduct twelve open meetings regarding developing recommendations on how to improve relations and communications between the various stakeholders,

and how to better manage the licensing and logistics and enforcement around the STVR program. The Advisory Committee's recommendations will be presented to the City Counsel for review and consideration.

Bighorn Sheep Barrier Update - Jan Van Willigen informed the Board that he and Mike Walker recently spoke with Katie Barrows, of Coachella Valley Conservation Commission. The CVCC is the entity overseeing the development of the Bighorn Sheep barrier project. The location of the barrier is at issue. The Coachella Valley Water District wants 1,054 lineal feet of 8-foot fence installed on top of the levy. This is not a desirable location for the homeowners on the Palmer side of Res I, nor to those golfing on the Palmer course. The HOA's preferred location is below the levy, The concern of CVWD is that if there is a large storm and the fence is located below the levy, it will be a catch all for debris and massive amounts of water that could jeopardize the integrity of the fence. The proposed mitigation method for this concern is to install flapper/wash gates at the base of the fence in that area, which increases the cost of the fence by approximately \$238,320. Additional meetings will be conducted to further discuss this issue; however, the fence contract has been awarded to American Fence Company, which indicates that an installation date is inevitable.

Communication – Carol Nolte reported that our ad-hoc phone committee volunteers reached out to homeowners that do not receive HOA communication via e-mail and requested that said homeowners sign up for e-correspondence from the HOA. The campaign was quite successful, overall the volunteers were able to enroll over 168 homeowners in our 'HOA Documents by E-Mail' program. We presently have 1,093 out of 1,422 homeowners receiving HOA information and documents via e-mail. We are very grateful to the phone committee for their service!

The next HOA Newsletter is scheduled for publication in September!

General Manager's Report – Mike Walker presented the Manager's Report noting the YTD work order status, utility usage, COVID related protocols, staffing update, landscape, maintenance and pool reports.

Gavin Schutz made a motion to adjourn at 5:05 PM. Seconded by Dean Rivale; passed unanimously.

Respectfully submitted,



Paula Turner, Secretary
PGA WEST Residential Association, Inc.
Board of Directors