



**Board of Directors' Zoom Meeting Minutes
May 25, 2021
2:00 PM**

Board Member(s) Present:

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

Board Member(s) Absent:

- Dean Rivale, Director

Also Present:

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

CALL TO ORDER

The Board of Directors' Meeting was conducted at the PGA WEST Residential Association Customer Service Center and via Zoom. The meeting was called to order by Jan Van Willigen at 2:00 PM.

Election of Officers:

Wayne LeBlang made a motion to nominate Jan Van Willigen to serve as President. Seconded by Gavin Schutz; passed unanimously.

Jan Van Willigen made a motion to nominate Gavin Schutz to serve as Vice President. Seconded by Paula Turner; passed unanimously.

Paula Turner made a motion to nominate Wayne LeBlang to serve as Treasurer. Seconded by Kenn Ulrich; passed unanimously.

Carol Nolte made a motion to nominate Paula Turner to serve as Secretary. Seconded by Jan Van Willigen; passed unanimously.

Appointment of Master Association Representative:

Jan Van Willigen informed the Board that Gavin Schutz is serving a two-year term as the Res I Board Member Representative on the Master Association’s Board of Directors. Jan Van Willigen made a motion to re-appoint Jack McDonald to serve as the Res I member at large, on the Master Association Board of Directors. Seconded by Jan Van Willigen; passed unanimously.

Request from Architectural Committee:

The Architectural Committee requested Board authorization to expand the Architectural Committee from 5 to 7 members. Gavin Schutz made a motion to expand the Architectural Committee to include 7 members instead of 5 members. Seconded by Wayne LeBlang; passed unanimously.

Appointment of Committee Chairs and Members –

Architectural – Chair - Dean Rivale, Members – Jan Van Willigen, Tom Headrick, Maria Martinico, Michael Sandstrom, Monica Struthers, Kathryn Wanshura

Communications – Carol Nolte, Chair – Members – Paula Turner, Kenn Ulrich (Website Oversight)

Compensation & Finance – (President, Vice President and Treasurer) Jan Van Willigen, Gavin Schutz, Wayne LeBlang

Compliance – Chair – Jack McDonald, Members – Carol Nolte (Res I), Sherri Lusk (Res II) & Brenda McQuiggan (Fairways)

Gates & Patrol – Barbara Montavon (Res II), Members – Gavin Schutz (Master), Kenn Ulrich (Res I), Judith Young (Res II), Paul Brilovich (Fairways)

Landscape & Pools – Chair – Paula Turner, Members – Jan Van Willigen, Carol Nolte, John (Nick) Teets, Joyce Ulrich, Mike Walker, Kelly McGalliard, Marcus Rivera

Trash Violations – Carol Nolte, Chair – Members – Mike Walker, Kelly McGalliard

Approve & Waive Reading of Minutes of March 9, April 13, and May 7 2021 - Wayne LeBlang made a motion to approve, as presented, the Board of Directors’ minutes of March 9 and April 13, the Emergency Board Meeting minutes of May 7, 2021 and the Executive Session minutes of March 9, 2021. Seconded by Gavin Schutz; unanimously approved.

Open Forum – There were twelve homeowners present via ZOOM; however, no homeowners opted to address the Board.

Financial Statements

Jan Van Willigen made a motion to accept the Operating Fund Financial Statement as of March 31, 2021, the Accounts Receivable Summary as of May 15, 2021 the Financial Review Certifications of January, February and March 2021, the First Quarter 2021 Bank Statements and the Reconstruction Fund Financial Statement as of March 31, 2021, as presented. Seconded by Carol Nolte; passed unanimously.

Jan Van Willigen made a motion to authorize liens on parcels 775091077 and 775060005. Seconded by Wayne LeBlang; passed unanimously.

Old Business

- **Website Upgrade Update** – It was announced that the Association’s renovated website, pgawest.org is “up and running”. Homeowners are invited to peruse the site to learn about the Association. Additionally, the website is available to accommodate work order submission.
- **Motus Earthquake Insurance** – Motus Representative, Alex Jeffers, presented a Zoom Webinar for PGA WEST Residential Association owners on 05/20/21. If you were unavailable to view the webinar and you are interested in learning more about what Motus has to offer, the following link will take you to a recording of the event. Please feel free to view the recorded webinar and if you have any questions please contact Motus directly at 833.668.8746, or reach out to them at info@motusins.com.

<https://us02web.zoom.us/rec/share/Uh4q-z4lp9ss-r6VwwG79cbwsX3cpv5mvzYTIpoVTLYk-6wiHsxcjof73-HdFHfE.Y6WjJMRcKglcSc1X>

- **Bighorn Sheep Barrier Update and Vote** – Jan Van Willigen provided an update regarding the Bighorn Sheep barrier. Mr. Van Willigen stated that following years of discussion and meetings, a proposed location for the fence has been substantially agreed upon by Coachella Valley Conservation Commission (CVCC), the other HOAs and the Club, who is currently working with CVCC on an easement agreement. The route is designated A2 and will run about 1,000 feet parallel to the 14th hole of the Palmer course, hidden 35 feet behind the canal levee and then proceed westward up the mountain for approximately 750 feet until it is out of sight behind the mountain ridge. The Club has requested a letter from the Association indicating the Board’s approval to proceed with the route. Jan Van Willigen made a motion that the Board supports the location of Bighorn Fence Route A2 as proposed by Coachella Valley Conservation Commission et al. Seconded by Gavin

Schutz; passed unanimously. Management was directed to send a letter confirming the Board's position to the PGA WEST Club.

- **Trash 2022** – The Board of Directors discussed the possibility of reinstating trash pick-up by the HOA on Wednesdays and Fridays, which was a service that the HOA provided prior to COVID-19. The Board concluded that the pros of not having the additional trash pick-ups by the HOA on Wednesday and Friday outweighed the cons. The cons include the potential for trash lined streets three to five days per week, as some owners put out their trash the day before pick up, and leave it out the day after, the probability of trash scattered by animals and the overall unsightliness associated with multiple days of trash being placed curbside. The pros include cleaner streetscapes, less chance of an employee contracting an illness or being injured while handling trash (once when picked up from the residence, again when transferring trash from truck to dumpster), Burrtec offers large 64 gallon trash and recycle receptacles; therefore, if an owner has more trash than a small receptacle can accommodate, there is a remedy, Burrtec also offers 'Backyard Service', whereby for \$7.22 per month, Burrtec will retrieve your recycle and trash receptacles from a predesignated location, dump them and return them. This should be of assistance for those who visit their PGA WEST home on weekends but are not available to put their barrels away on Monday.

Paula Turner made a motion that the Association does not provide Wednesday and Friday trash pick-up by the Association in 2022. Seconded by Carol Nolte; passed unanimously. Management was directed to send an e-blast to Res I owners.

New Business:

- **Fall 2021 Flower Palette** – The Fall 2021 flower palette will include yellow and orange calendula, white alyssum, white dianthus, orange scarlet and carmine snap dragons, dreams mix petunias and amethyst mix pansies.
- **Fall Flower Bids** - The Board considered bids for fall color from three growers. Wayne LeBlang made a motion to approve the bid from Armstrong Growers. Seconded by Gavin Schutz; passed unanimously.
- **Landscape Priority List** – The Landscape Committee presented a list of 15 Landscape Projects at various sites where either refurbishment or renovation is recommended. The Board discussed the proposed project at Pool 8GB, which is located on Firestone at Lake SRP 2. This project will address the issue of dirt sloughing into the lake and causing damage to lake equipment. Carol Nolte made a motion to authorize an amount not to exceed \$7,500 to fund the Pool 8GB/Lake SRP 2 project. Seconded by Gavin Schutz; passed unanimously. The additional projects to be considered at a later date when the Committee has developed a cost for each.

- **2022 Contract Discussion** – The Board discussed the 2022 contracts for Landscape Maintenance Service, Pool Service, Roof Maintenance and Insurance. The Association went out for competitive bids for all these services for 2021 contracts. The 2021 contractors are performing in compliance with the terms of the contracts. In the case of the Landscape Contractor, Sunshine, they are in the midst of meeting contract stipulations. These include items, which are ongoing at the present time, such as natural trimming and aggressive shrub pruning to allow for substantial new growth. Jan Van Willigen made a motion to award sole source contracts for 2022 landscape maintenance, pool service and roof cleaning/tile replacement, providing that Management negotiates the contract costs such that they are increased only as necessary due to the 2022 state mandated minimum wage increase and increased supply costs. Seconded by Paula Turner. Jan Van Willigen, Wayne LeBlang, Paula Turner and Carol Nolte voted in favor of the motion. Gavin Schutz voted in opposition to the motion. The motion passed five in favor, one opposed. The Board did, however, determine that the Association will seek bids for the insurance policy period 10/01/21 – 09/30/22.
- **Reschedule June 1, 2021 Board Meeting** – The Board of Directors rescheduled the June 1, 2021 Board Meeting to June 29, 2021 at 1:00 PM. A Zoom invitation and meeting agenda will be provided prior to the meeting.

Committee Reports – Architectural, Communication, Compliance, Gate and Patrol and Landscape/Pool Committee Reports were provided by the respective Committee Chairs/Representatives.

Correspondence – Jan Van Willigen requested that Management contact Mr. Richard Plewacki and advise him that his correspondence and his recommendations are being considered and have also been shared with the Master Association.

General Manager’s Report - Michael Walker, General Manager, provided information regarding Association activities, including utility consumption updates, monthly and year to date work orders, radar speed report, landscape, pest, lake, pool and maintenance departments and staff status.

Wayne LeBlang made a motion to adjourn at 3:50 PM. Seconded by Gavin Schutz; passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Paula Turner".

Paula Turner, Secretary

Executive Session to discuss legal issues and member discipline was conducted immediately following the Board of Directors' Meeting.

The next Board of Directors' Meeting is scheduled for
June 29, 2021 at 1:00 PM
Via ZOOM.