



**Board of Directors' In-Person and Zoom Meeting Minutes
August 5, 2021
1:00 PM**

Board Member(s) Present:

- Jan Van Willigen, President
- Gavin Schutz, Vice President
- Wayne LeBlang, Treasurer
- Carol Nolte, Director
- Kenn Ulrich, Director
- Dean Rivale, Director

Board Member(s) Absent:

- Paula Turner, Secretary

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 in person and via Zoom. The meeting was called to order by Jan Van Willigen at 1:00 PM. Six members of the Board of Directors, Management and seven homeowners were present at the HOA office, which is located at 54-320 Southern Hills La Quinta CA. There were additional homeowners present via Zoom.

Approve & Waive Reading of Minutes of June 29, 2021 – Wayne LeBlang made a motion to approve, with one minor edit, the Board of Directors' minutes of June 29, 2021 and the Executive Session minutes of June 29, 2021. Seconded by Gavin Schutz; unanimously approved.

Open Forum – Homeowners Judy Albright, Kathleen Dwyer, Debi and Darrell Snyder, Laurel Klaus, Ana Gilpin and Gary Dolenga were present and introduced themselves to the Board and to one another.

Financial Statements

Gavin Schutz made a motion to accept the Operating Fund Financial Statement as of June 30, 2021, the Accounts Receivable Summary as of July 15, 2021 the Financial Review Certifications of May and June 2021, seconded by Wayne LeBlang; passed unanimously.

Gavin Schutz made a motion to authorize placing a lien on parcel **775071041**. Seconded by Wayne LeBlang; passed unanimously.

Second quarter 2021 Bank Statements were reviewed by the Board. No action required; none taken.

Old Business

Gate Update – Jan Van Willigen informed the Board that the contract to purchase 50 metal gates from Tremblay Iron Works has been signed. The Association has identified 50 gates that are beyond repair. The 50 owners who have a fiberglass gate that is beyond repair at their residence will be notified soon that the damaged fiberglass gate will be replaced with a metal gate. The intention is to budget for gate replacements annually, replacing gates in the worst condition first.

Congressional Island Update – The Landscape Committee shared an overview of the final design for the Congressional Island. A bid package defining the Congressional Island Rejuvenation Scope of Work will be provided to three landscape contractors and sealed bids will be required.

Communication Committee Charter – Carol Nolte, Communication Committee Chair and Kenn Ulrich, Website Oversight Chair, presented a draft Communication Committee Charter, which combines the Association Newsletter and Website Review and Oversight under one Communication Committee. Gavin Schutz made a motion to approve the revised charter with several minor edits. Seconded by Wayne LeBlang; passed unanimously.

New Business

Loss Assessment Report & Safety Meeting – Farmers' Insurance Risk Manager inspected the Association Common Area and reported that there are no risk management measures that need to be taken at this time.

Kenn Ulrich stated that he, homeowner Gary Dolenga, and the Association Managers met to discuss overall safety within the Association. Emphasis was placed on continued

education of the Association's staff and contractors to immediately report all issues that may present a safety concern. No action required; none taken.

SCT Reserve Study Proposal – Jan Van Willigen made a motion to approve SCT Reserve's Proposal in the amount of \$4,200 to perform a Level III 2022 Reserve Study. Seconded by Wayne LeBlang; passed unanimously.

Farmers Insurance – Patrick Prendiville and Matthew Lawton, of Prendiville Agency, participated via zoom and in person, respectively, to present options for the Association's 10/01/21 – 09/30/22 Master Policy with Farmers. There was discussion regarding "Walls In, verses Walls Out" property policies. Essentially the difference is that one policy covers the restoration of the structure up to and including the drywall finish (Walls Out), while the other policy covers the restoration of structure up to and including developer grade built in items such as floor coverings, paint, built in cabinets, bathroom fixtures (Walls In). The Board did not make a final decision on the property policy (primarily for perils such as fire or water), opting to take the matter under advisement. At such time that Mr. Prendiville and Mr. Lawton present the other policy renewal options, including Earthquake, Fidelity, EPLI, D&O... the Board will determine coverage. No action required at this time; none taken.

MC Painting Proposal – 34 Legend Units - Jan Van Willigen made a motion to approve MC Painting's proposal in the amount of \$52,500 to paint the stucco and trim on 34 Legend Units. There was no increase over the per unit cost from 2020. Seconded by Gavin Schutz; passed unanimously.

SB 326 – This Senate Bill requires that at least once every nine years, the Board of an association of a condominium project shall cause a reasonably competent and diligent visual inspection to be conducted by a licensed structural engineer or architect of a random and statistically significant sample of exterior elevated elements for which the association has maintenance or repair responsibility. The first inspection shall be completed by January 1, 2025, and then every nine years thereafter, in coordination with the reserve study inspection, pursuant to Civil Code §5550. All written reports shall be maintained for two inspection cycles as records of the Association.

The Association has 195 two-story units; there are 189 Greens units and 6 Medalist units. There are 145 balconies, 1 exterior staircase and 2 landings. Management obtained a proposal from Bergeman Group to bring the Association into compliance with SB 326. The quote estimates the project cost to be approximately \$80,000 (there are some variables). Because this line item has not been included in budgeting previously, the objective of obtaining a quote is to have a target dollar amount to reserve to. The question

for the Board's consideration is "Who will fund this recurring project?" Jan Van Willigen made a motion that the 195 Greens and Medalist owners fund the project, as SB 326 is specific to elevated structures, which are only present on those units. Seconded by Gavin Schutz. Discussion ensued; the vote on the motion was as follows: Jan Van Willigen, Gavin Schutz, Wayne LeBlang and Dean Rivale in favor of the motion; Kenn Ulrich voted in opposition to the motion; Carol Nolte abstained; Paula Turner was absent. Additional quotes will be obtained and the expense to be allocated to Greens and Medalist units. This project must be completed by January 1, 2025.

Request for Reimbursement 54-420 Shoal Creek – The Board considered a request for reimbursement to replace windows due to water staining. Jan Van Willigen made a motion to deny the request for the Association to replace water-stained windows. Seconded by Wayne LeBlang; passed unanimously.

Manager Disclosure – In accordance with Business and Professions' §11504, Michael L. Walker, General Manager and Kelly McGalliard, Operations Manager, disclosed to the PGA WEST Residential Association, Inc. Board of Directors that they have met the requirements of Business and Professions' §11502; therefore, they are "Certified Common Interest Development Managers".

Committee Reports – Landscape/Pool – In Paula Turner's absence Carol Nolte provided a landscape update, stating that the current 'extra' projects include 8GB where a retaining wall was installed to prevent mud washout into Lake SRP 2, and the surrounding area was regraded and replanting will take place in early fall. At Lake SRP 1 the overgrown plant material that was growing into the lake was substantially trimmed. Congressional Island project is being put out for bid.

Architectural – Dean Rivale reported that in the past eleven months the Architectural Committee reviewed 118 applications, 115 were approved, 3 were denied. 61 of those projects have been completed.

Compliance – Carol Nolte stated that there were 75 Res I citations reviewed at the July Compliance Meeting. 10 were for parking, 1 noise, 16 STVR permit/registration infractions and 47 for speeding. To date in 2021 Res I owners were issued 393 citations.

Gate and Patrol – Gavin Schutz reported that the Master CCRRs (Combined Community Rules and Regulations) received substantial feedback and will be considered for adoption at the September MA Meeting.

Mr. Schutz stated that the Master Association has a new General Manager, Carl Weiss.

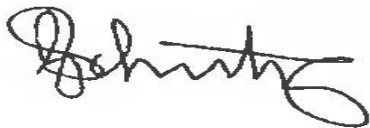
Mr. Schutz provided information regarding the American Express Golf Tournament, which will take place January 19 – January 23, stating that there will be 2 concerts. A request has been made that the tournament provide 4 tournament tickets and 2 concert tickets per PGA WEST home. Additionally, it was noted that the bus traffic may be routed through Signature, thereby relieving the need to reroute traffic on Pete Dye and other Stadium streets.

Communication – Kenn Ulrich and Carol Nolte reported that the next HOA Newsletter will be provided in September 2021. Mr. Ulrich is monitoring the website and regularly providing notification to staff to adjust information on the site. Ms. Nolte would like to promote reciprocal opt in with the Master Association, so that when a homeowner consents to receive documents by e-mail, it will serve as consent to both the Residential Association and 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 black ink, appearing to read "Schutz", written in a cursive style.

Gavin Schutz,
Vice President, serving in Secretary, Paula Turner’s absence

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