

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
June 15, 2021

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, June 15, 2021, immediately following the Executive Session Meeting at 2:30pm. A quorum of Board members was present, and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President- Via Video Conference
Kathleen O'Brien, Vice President
Mary Kucala, Secretary- Via Video Conference
Jack Area, Treasurer- Via Video Conference
Heather Andrews, Director
Pat Munson, Director- Via Video Conference
Tom Morris, Director

DIRECTORS ABSENT: None

ALSO PRESENT: Patricia Moeller, General Manager representing Personalized Property Management

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 2:24pm.

APPROVAL OF THE AGENDA:

Motion to approve the agenda as presented was made by Mary Kucala, seconded by Jack Area. The motion was approved unanimous.

HOMEOWNER FORUM:

There were no homeowners present.

PRESIDENT'S REPORT:

There was a report that the PDCC Restaurant and Bar would be closed for the summer.

SECRETARY'S REPORT:

Minutes:

After review, Motion to approve the May 18, 2021, meeting Minutes as submitted was made by Jack Area, seconded by Tom Morris. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 2:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 30 minutes. Discussion included contracts, discipline hearings and collection matters. There was also discussion selling the Cell Tower lease.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Jack Area. The May 31, 2021, financial report was reviewed in detail along with a one-page summary addressed to the Board. It was noted that the bank statements and reconciliations were reviewed. All Financial documents including the general ledger, Balance sheet, Revenue & Expense statement, check registers, bank statements & reconciliations, and delinquency reports were provided to the board for their review as per Civil Code.

It was noted that there is an operating CDAR account in the amount of \$60,512.03 that matures every four (4) weeks. The Board has opted to allow the CDAR to continue to roll over into another four (4) week term.

After review, Motion to accept the May 31, 2021, financial report and bank reconciliations as prepared was made by Tom Morris, seconded Jack Area. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report. The following actions were taken.

Authorization to Lien Delinquent Homeowner

After discussion, Motion to approve to file a lien on APN# 637-32-009 was made by Jack Area, seconded by Tom Morris. Motion was approved unanimous.

Authorization to send Account to Coachella Valley Collection Service

After discussion, Motion to approve in sending APN# 637-093-011 to CVCS was made by Tom Morris, seconded by Mary Kucala. Motion was approved unanimous.

COMMITTEE REPORTS:

Emergency Preparedness Committee

No report.

Neighbors Helping Neighbors for PDCCA - Chair, Kathleen O'Brien

There was no report given.

Social Committee, Chair, Heather Andrews

Committee Chair, Heather Andrews reported that the Summer Social Event planning was in progress. There will be games, prizes and food. Management will order a banner and email blast a flyer to the membership. The event will also be published on Facebook and Next-door.

CURRENT BUSINESS:

School Building Lease

There was discussion on the terms of the Listing Agreement from Adam Gilbert of The Firm. The Board proposed the following counter terms be sent to Adam.

- HOA to list the property with Adam Gilbert at 6%, (listing Broker)
- If Adam Gilbert brings the HOA a tenant, the commission will be reduced to 5%
- No improvements will be made to the site until we obtain a tenant.
- HOA to provide \$8.00 SF for tenant improvements.
- No commission will be paid to any Brokers if the site is leased by the HOA to any of the HOA's Hall users. (LIST our current users here)

Annual Meeting

The Annual Meeting is scheduled for June 25, 2021, starting at 1:00pm.

NEW BUSINESS:

Pool Deck Renovation Proposals

The Board reviewed two proposals for the pool deck renovations for the removal of the concrete pool deck and install pavers. It was disclosed that board member Heather Andrews has a personal connection with Martinez Construction and will not take part in the vote in the pool renovation paver project.

After review, Motion to approve the Martinez Construction proposal at a cost of \$142,500 was made by Tom Morris, seconded by Mary Kucala. Ayes 5 Nays 1.

Insurance Renewal Proposals

The Board reviewed a proposal from DiNino Farmers Insurance and Labarre Oksnee for the association's insurance renewal.

After review, Motion to approve the DiNino Farmers policy for the Umbrella Policy, General Liability and D&O policy at a cost of \$16,892 was made by Mary Kucala, seconded by Jack Area. The motion to approve was unanimous.

2022 Reserve Study Proposal

The Board reviewed the 2022 reserve study proposal from SCT Reserve Study Consultants. SCT recommends a level 3 financial update at a cost of \$650. After review, Motion to approve the proposal for a level 3 financial update from SCT at a cost of \$650 was made by Jack Area, seconded by Tom Morris. The motion was approved unanimous.

Management Reports:

The Management reports for the period ending May 31, 2021, which consisted of the Violation Report and the Architectural Request Report, and the Closed Escrow report were reviewed.

After review, Motion to accept the Management Reports as prepared was made by Heather Andrews, seconded by Jack Area. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, September 21, 2021, immediately following the 2:00pm Executive Session Meeting. The Homeowners Open Forum starts at 3:00 p.m.

ADJOURNMENT:

With no further business to be brought before the board, a motion was made and seconded and unanimously approved to adjourn the meeting at 4:15 p.m.

Respectfully submitted,
Patricia Moeller, General Manager
Personalized Property Management Company

CERTIFICATE OF SECRETARY

I certify that I am a director of the Palm Desert Country Club Association, a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association.

DATED: 9-21-21

Palm Desert Country Club Association
A California Corporation

BY: 
Secretary or Director