

**PALM DESERT COUNTRY CLUB ASSOCIATION
MANAGEMENT REPORT
May 3, 2016**

April 2016 courtesy/violation letters— 65 (2015-70)

POOL ATTENDANCE:

April	2016	adults	604	children	207	guests	79	Total	890	(through 4/28/16)
April	2015	adults	783	children	215	guests	102	Total	1200	(25.8% decrease)

2015 Audit package and Rules package: All documents were mailed on April 27 and 28, 2016. The members' thirty day comment period will end on June 6, 2016, and the proposed Rule changes for Pool Rules, Architectural Rules, Lease/Rental Rules, Alice Marble Hall Use Rules and Community Improvement Operating Rules will be on the open meeting agenda for June 7, 2016, for your vote. I will provide an analysis of the cost for this mailing at the board meeting.

Community Improvement hours: 25.5 in April

Pool/building alarms: None in April

Title 22 pool testing requirements: see attached email correspondence with Riverside County Department of Environmental Health.

CPO Class in June: Jorge, Scott and I will attend this two day class in Palm Desert on June 23 and 24. In anticipation of future certification processes, as noted in the County email above, it is a best practice that all of us are certified in pool maintenance. CPO-Certified Pool Operator- certifications are valid for five years. I previously held a CPO certification, but it expired last year.

Bylaw ballot update: as of Friday, April 28, 2016, 425 ballots have been received by the Inspector of Election. No change since last month.

CACM Current Legislative Update:

- AB1799—Elections by Acclamation, sponsored by Chad Mayes, our local assemblyman, passed in Housing Committee hearing on 4/27/16, by a vote of 7 to 1. This bill now goes to the full Assembly for their consideration. CACM's efforts in Sacramento on April 14th to meet with legislators and legislators' staff were worthwhile. As you know, this bill would allow an acclamation election process if the number of open director positions is the same as the number of people on the ballot. This bill was sponsored by CACM, and this matter was brought to Mr. Mayes by Mary Walker and Phyllis Harkins last year.
- AB1720---This bill, which would have allowed attorneys and other non-member representatives such as media people to attend both open and executive board meetings, was defeated in the Assembly Housing Committee by a unanimous vote of 7 to 0. Assembly member Don Wagner (R-Orange County) stated in his testimony that he authored this bill because of the SB Liberty vs Isla Verde court case of a few years ago. CACM strongly opposed this bill and our Calls to Action to all 3,000 CACM members paid off. We also met with legislators and their staff on April 14th to voice our opposition to this bill. The Assembly Housing Committee clearly heard that this was a bad bill that could have created disruption and tension in HOA board meetings. However, it should be noted that it is likely Mr. Wagner will reintroduce this bill in the fall 2016 legislative session.

Respectfully submitted,

**Phyllis Harkins, CAMEx, CCAM-LS, CMCA, AMS
Community Association Manager**

**Palm Desert Country Club Association
Open Board Meeting Minutes
PDCCA Board Room
May 3, 2016**

Board Directors present in board room: James Olsen, President; Josanne Smith, Vice-President; Ron Crisp, Secretary; John Evans, Treasurer; Director Kathleen O'Brien

Board director absent: Charles Ash

Staff present: Phyllis Harkins, Community Association Manager

Meeting called to order at 5:00 pm by President Olsen. A quorum of the board was present for the meeting.

Homeowners present: Representative of Davis residence, Texas Avenue

Homeowner Forum: Davis representative spoke with board regarding dirt issues from golf course landscaping project.

Executive Board Meeting Summary: **The board met in executive session on April 5, 2016** to consider the following matters: approve the March 1, 2016 executive board meeting minutes; met with one owner prior to Hearing; held six Show Cause Hearings and motioned on all; motioned to receive Association A/R aging report; reviewed two matters relating to third parties, no action taken on either; reviewed two personnel matters, no action taken on either; reviewed ten homeowner matters, with motion on one matter. **The board met in special executive session on April 5, 2016** to reviewed legal counsel information regarding draft rules.

Motion by J. Smith, second by J. Evans, to approve the April 5, 2016 open meeting minutes as presented. Carried unanimous.

Financial Report: No report

Motion by J. Evans, second by J. Smith to receive the draft April 29, 2016 Association financial reports, consisting of Balance Sheet , April Monthly Revenue/Expense, YTD Revenue/Expense, and YTD Budget vs Actual report. Carried unanimous.

COMMITTEE REPORTS

Community Improvement: Chair R. Crisp reviewed April 2016 report for CC&R violations.

Architectural Control: Chair J. Olsen reported on the following architectural approvals:
77785 Michigan—new patio concrete and patio cover; 77475 Wyoming—
new exterior paint color; 43120 Illinois, new golf side fence and side gates;
43770 Tennessee—new roof; 43180 Illinois—new driveway and front patio
Cover; 43325 Illinois—new block walls, both sides

Neighborhood Watch: Chair J. Smith reviewed the April 2016 Neighborhood Watch police activity report; she also updated board on upcoming Coffee & Cake event in May.

Ad-Hoc Committee for

Bylaw Amendments: Chair J. Olsen discussed various options for continued canvassing and also possibility of mailing to owners who have not voted. Various incentive ideas were discussed by board.

Finance Committee: No report
MANAGEMENT REPORT: See attached report from Association Manager

UNFINISHED BUSINESS:

- A. Motion by J. Olsen, second by J. Evans to ratify board email vote regarding procedural changes to Architectural Form, Lease/Rental Rules, Alice Marble Hall Rules and Community Improvement Rules, per Electronic Authorization Form previously signed by all directors. Carried unanimous.
- B. Motion by R. Crisp, second by J. Evans to ratify board email vote for receipt and review of 2015 Association audit as prepared by Chuck Beck, CPA, per Electronic Authorization Form previously signed by all directors.
- C. Management provided update to board on new plantings in Rose Garden.

NEW BUSINESS:

- A. Motion by J. Evans, second by J. Smith to approve CD fund transfer of First Foundation CDARS Reserve CD #9928 to new account at BBVA Compass Bank and approve Association Resolution #2016-002. Carried unanimous.
- B. Motion by R. Crisp, second by J. Evans to renew First Foundation Bank Reserve CD #1648 for one year, effective May 1, 2016, at 1% apy. Carried unanimous.
- C. Motion by J. Smith, second by J. Evans to approve Palm Desert Historical Society use of Alice Marble Hall on July 15, 2016 for their annual summer event, with insurance certification required. Carried unanimous.
- D. Motion by R. Crisp, Second by J. Evans to receive 2015 Federal and State tax returns from Chuck Beck, CPA and authorize President Olsen to sign returns. Carried unanimous.
- E. Motion by R. Crisp, second by J. Evans to approve Level III Reserve Study proposal from SCT Reserve Consultants in amount of \$625.00 and authorize President to sign proposal. Carried unanimous.
- F. Motion by J. Smith, second by J. Evans to authorize up to \$1,000 for additional Bylaw mailings and incentives. Carried unanimous.
- G. Motion by R. Crisp, second by J. Smith to approve emergency action on need to change June board meeting date. Carried unanimous.
- H. Motion by R. Crisp, second by J. Evans to approve continuance of the June 7, 2016 open board meeting until June 21, 2016, in order to coincide with the Annual Meeting scheduled on June 21, 2016. Carried unanimous.

Board Directors comments and suggestions for future agendas: None

Motion by J. Evans, second by R. Crisp to adjourn open meeting. Carried unanimous.

Meeting adjourned at 6:08 pm.

Next open board meeting will be held on Tuesday, June 21, 2016, 5 pm, Association board room.

Respectfully submitted,

Ron Crisp

Secretary, Palm Desert Country Club Association

As recorded by P. Harkins, Community Association Manager

Board approved: 6/21/16