

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
February 18, 2020

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, February 18, 2020 immediately following the Executive Session Meeting at 6:00pm in the Association's Board Room. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President
Krisie Le Fave, Treasurer
Raymond Rieger, Director
Kathleen O'Brien, Director

DIRECTORS ABSENT: Pat Munson, Director
Josanne Smith, Vice President
Mary Kucala, Secretary

ALSO PRESENT: Steven Shuey, PCAM, CCAM General Manager, Patricia Moeller, On-site Community Association Manager representing Personalized Property Management, Lloyd Miller of Daylight Lodge and homeowner Bill Gurzi.

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA:
Motion to approve the meeting agenda as presented was made by Raymond Rieger, seconded by Kathleen O'Brien. The motion was approved unanimously.

HOMEOWNER FORUM:
There were no comments from the homeowner present.

PRESIDENT'S REPORT:
There was no report from the President.

SECRETARY'S REPORT:
Minutes:
After review, motion to approve the January 21, 2020 meeting Minutes as submitted was made by Raymond Rieger, seconded by Krisie Le Fave. The motion was approved unanimously.

DISCLOSURE OF EXECUTIVE SESSION:
Today, at 5:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 1 hour. Discussion included contracts, discipline hearings and collection matters. The Board requested that management attempt to contact the owners whose accounts are due to be foreclosed upon.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Krisie Le Fave. The January 31, 2020 financial reports were reviewed in detail along with a one-page summary addressed to the Board. It was noted that the bank statements and reconciliations were reviewed.

It was noted that there is an operating CDAR account in the amount of \$60,363.79 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 January 31, 2020 financial report and bank reconciliations as prepared was made by Krisie Le Fave, seconded by Raymond Rieger. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report and the following actions were taken. Management was requested to send out late letters to homeowners who have not paid their annual assessment.

After review, Motion to approve to sign the Pay or Lien Notice and authorize the association's agent G&G to execute, record an assessment lien if the account is not brought current within the 35 day timeline for APN 637-041-009 was made by Raymond Rieger, seconded by Kathleen O'Brien. The motion was approved unanimous.

Motion to approve to authorize G&G to record a Notice of Default on behalf of the association against APN#637-062-008 was made by Raymond Rieger, seconded by Kathleen O'Brien. The motion was approved unanimous.

Motion to approve to authorize G&G to record a Notice of Default on behalf of the association against APN#637-131-011 was made by Raymond Rieger, seconded by Kathleen O'Brien. The motion was approved unanimous.

Motion to approve to authorize G&G to record a Notice of Default on behalf of the association against APN#637-112-010 was made by Raymond Rieger, seconded by Kathleen O'Brien. The motion was approved unanimous.

COMMITTEE REPORTS:

Emergency Preparedness Committee - Chair, Raymond Rieger

Raymond Rieger reported that he is obtaining proposals from Tiger Electric and Renova Solar for solar panel installation. There was no request for action.

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

No report was given.

Social Committee- Chair, Krisie Le Fave

The Social Committee has received sponsorships from a few of the association vendors. No request for action.

Newsletter

There was discussion on changing the distribution of the newsletter from first class mail to email version. Further discussion is needed.

CURRENT BUSINESS:

Alice Marble Hall Issues-Window Treatments

Replacement of the window blinds in the hall is in progress.

ADA Compliance Proposals

The Board reviewed proposals from Vantage Point Construction and F&F Construction to bring the hall and attached restrooms into compliance with the Americans Disability Act. All items that were able to be done by staff are done. F&F Construction submitted an estimate of \$75,000 with a minimum contractor fee of \$15,000. The Board opted to wait to approve the proposal until the entire Board was present.

Neighborhood Watch Meeting

A Neighborhood Watch Meeting has been scheduled for Friday, February 21, 2020 at 6:00pm at the Alice Marble Hall.

CV Energy Initiative Email

The CV Energy Initiative Email has been sent to the membership.

Amended Rules & Regulations and Fine Schedule

The Board reviewed the updated rules and regulations and fine schedule. After review, *Motion to approve to post the updated Rules and Regulations and fine schedule for a 28 day comment period was made Ron Crisp, seconded Raymond Rieger. The motion was approved unanimous.*

NEW BUSINESS:

Annual Maintenance Proposal for AC Units

The Board reviewed a proposal from Desert Air for the annual maintenance of the two 10 ton ac units, the school's 5 ac units, the management office 2 ac units and the hall exhaust fan and swamp cooler at a cost of \$3,232.00 per year. After review, *Motion to approve the proposal from Desert Air for the annual maintenance of all the ac units and swamp cooler at a cost of \$3, 232.00 per year was made by Raymond Rieger, seconded by Ron Crisp. The motion was approved was unanimous.*

Ratify Approval of Sewer Line Repair and Installation of 2 Clean Outs by Southwest Plumbing

Motion to ratify approval of the sewer line repair and installation of 2 cleanouts at a cost of \$2,480 by Southwest Plumbing was made by Ron Crisp, seconded by Raymond Rieger. The motion was approved unanimous.

Hall Toilet Replacement Proposal

The Board reviewed a proposal from Southwest Plumbing to replace a toilet in the women's restroom at the hall at a cost of \$916.10. The Board opted not to approve the proposal at this time as the restrooms will be renovated in the very near future.

Request for Hall Rental Extension for 18 months

The Daylight Lodge requested an extension on their hall use for an additional 18 months. After review, *Motion to approve the request for an 18 month extension for use of the hall at no cost was made by Raymond Rieger, seconded by Krisie Le Fave. The motion was approved unanimous.*

Management Reports:

The Management reports for the period ending January 31, 2020 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed.

After review, Motion to accept the Management Reports as prepared by Management was made by Raymond Rieger, seconded by Krisie Lefave. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, March 17, 2020 immediately following the 5:00pm Executive Session Meeting. The Homeowners Open Forum starts at 6:30 p.m.

ADJOURNMENT:

With no further business to be brought before the board and upon a motion made by Josanne Smith, seconded by Krisie Le Fave and unanimously approved, the meeting was adjourned at 7:38 p.m.

Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
Personalized Property Management Company

<p>CERTIFICATE OF SECRETARY</p> <p>I certify that I am a director of the <u>Palm Desert Country Club Association</u>, 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.</p> <p>DATED: _____</p> <p style="text-align: center;">Palm Desert Country Club Association A California Corporation</p> <p style="text-align: center;">BY: _____ Secretary or Director</p>
