

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
NOVEMBER 8, 2019 MINUTES**

*A meeting of the Board of Directors of the Montage at Mission Hills Homeowners Association was held on Friday, November 8, 2019 at 9:30am at the offices of PPM, 68-950 Adelina Road, Cathedral City, California 92234. A quorum of Board members was present and business was conducted as is outlined herein.*

**DIRECTORS PRESENT:** Tom Tousignant, President  
Alan Horwitz, Vice President  
Curt Beyer, Treasurer  
Tony Michaelis, Secretary  
Gary Roman, Director

**ALSO PRESENT:**  
Shelly Ruegsegger, Senior Community Manager of Personalized Property Management  
Homeowners Present: 2

**CALL TO ORDER:**  
President, Tom Tousignant called the meeting to order at 10: am.

**EXECUTIVE REPORT/TOM TOUSIGNANT:**  
Executive Session Prior to this Meeting – The Board discussed discipline, legal and collections.

**APPROVAL OF MINUTES:**  
The Board reviewed the minutes of the September 13, 2019 meeting. *Motion to approve the September 13, 2019 minutes as presented made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.*

**FINANCIAL REPORTS:**  
*Motion to approve the September & October 2019 financial reports as presented for filing made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.* The full financial reports along with the GL posting reports were emailed to the entire Board prior to the meeting.

Liens (0) – None

**UNFINISHED BUSINESS:**  
**Review status of Palm Tree Plan Implementation** – Mr. Tousignant explained they the board is waiting for the arborist report from Pro Landscaping.

**Review status of proposed Rio Del Sol Development** – Scott Reese – Email provided in the packet.

**ACTING AS THE ARCHITECTURAL REVIEW COMMITTEE** - None

**NEW BUSINESS:**  
**Approval of recommended 2020 Budget and 2020 reserve Study from the Finance Committee** – *Motion to approve both documents as presented made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.*

**Approval of proposed updated scope of work for landscape maintenance contract – Norm Giere – Tabled for review of input from the board members and re-review in January.**

**Approval of proposed landscape contract increase with Conserve Landcare to \$1,740.00 per month beginning January 1, 2020 – Motion to approve the increase as presented made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.**

**Approval of replacement of the hinges and closers on the Gerald Ford and Da Vall pedestrian gates by Mercer's Low Voltage in the amount NTE \$2000.00 - Motion to approve made by Mr. Beyer, seconded by Mr. Roman, motion carried.**

**Appointment of Frank San Juan as Chair of the Welcome Committee and Gary Roman as Board liaison to the same committee – Motion to approve made by Mr. Beyer, seconded by Mr. Roman, motion carried.**

**Approval of documents proposed in the Welcome Package for distribution to all current and future new homeowners (handout) – The documents that were handed out were reviewed, Mr. Horwitz stated that he thinks the board is going to see more artificial grass placement. He does not think that policy will be understood. Consider adding a line for the installer to sign that he acknowledges the installation guidelines of the HOA. Mr. Beyer thinks the packet needs to be as brief as possible and point the owners toward the website. The intent is good but he thinks its overkill, should be more basic. Norm stated that he does not agree and that owners have already acknowledged that this is a nice packet. Motion to approve the documents as submitted made by Mr. Michaelis, seconded by Mr. Tousignant, 1-nay (Beyer), 1-abstain (Roman), motion carried.**

**Approval for development of Election Rules in conformance with SB 323 by Fiore, Racobs and Powers attorneys for approval at the January 10, 2020 Board meeting and procedure for homeowners to opt out of disclosing email addresses for NTE \$1,400.00 – Motion to approve made by Mr. Beyer, seconded by Mr. Roman, motion carried.**

Ms. Ruegsegger to get another bid from a firm that PPM has hired to give us bulk pricing. She will discuss with Mr. Tousignant.

**Inspector of Elections – Will be discussed in January. The board will talk to owners to see if any volunteers.**

**Approval of January 2020 Arborist study of remaining elderly date palms by Pro Landscaping for NTE \$850.00 – Motion to approve made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.**

**Approval of the Proposed Architectural Review Committee Organizational Chapter of their Committee Charter – Motion to approve with an amendment to strike the part about PPM responding to violations within 5 business days made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.**

**Approval of rental of Cathedral City Senior Center for the 2020 Annual Homeowners Meeting on March 21, 2020 in the amount of NTE \$500 – Motion to approve made by Mr. Roman, seconded by Mr. Beyer, motion carried.**

**Appointment of 2020 Annual Homeowner Meeting Committee to plan and coordinate a possible potluck and define seating and refreshments for the meeting (10am-2pm) – Frank San**

Juan volunteered to be in charge. Motion to approve made by Mr. Beyer, seconded by Mr. Michaelis, motion carried.

**Approval of option for improving accessibility to the Montage Message Boards and selection of contractor proposal for implementation for NTE \$2,000** – Artisan board by Gary Roman's house on Dolores Houghton's side (new one), Norm Giere to ask Ms. Houghton for permission - Tabled to January.

Ms. Ruegsegger to ask Jon Foster from F&F Construction to meet with Mr. Giere to look at the area for a new concrete pad.

**Discussion on options for lighting of new perimeter palm trees – Tony Michaelis** – Mr. Michaelis met with several lighting companies for input on maintenance and exterior lighting options. He believes proposals from Horizon Lighting to install sample light rings won't work for shorter trees. Mr. Michaelis would like to see a well light at the base. Mr. Tousignant said 15 new trees to get lights in 2020 Reserve Study. Need to any vendor commitments for sample palm tree lighting by Feb. Tabled.

**Discussion on changing current Board Policy on RV Parking and Garage Sales** – Tony Michaelis – Mr. Michaelis thinks these are rules instead of policies. No action at this time.

**Approval of contract for installation of holiday decorations on gates and lights on palms at the gates by Stewy's Lighting Maintenance for \$2,350.00** – Motion to approve made by Mr. Beyer, seconded by Mr. Roman, motion carried.

**Discussion on mitigation of trip hazard at first sidewalk section outside of the Da Vall pedestrian gate – Tony Michaelis** – Proposals were provided from Mark Dees and Jon Foster – Motion to approve the proposal from F&F Construction for \$750.00 made by Mr. Michaelis, seconded by Mr. Beyer, motion carried.

#### **COMMITTEE REPORTS:**

Architectural & Landscape Committee Reports – (Minutes 10.18.19 & Lighting Survey 9.6.19).  
Website Committee Report – None  
Emergency Preparedness – None  
Welcome Committee – None

#### **HOMEOWNERS FORUM:**

None

#### **MANAGEMENT REPORTS:**

Reviewed, no action. No homeowner correspondence.

#### **BOARD MEMBER COMMENTS/PLANNING FOR NEXT MEETING:**

None

#### **NEXT MEETING:**

Regular – January 10, 2019 – 9:30 am at the offices of Personalized Property Management

**ADJOURNMENT:**

With no further business to be brought before the Board at this time, the meeting was adjourned at 12:00 pm on a motion duly made and seconded.

**Respectfully submitted,  
Shelly Ruegsegger  
Senior Community Manager, PPM**

**APPROVED:**



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**Tony Michaelis, Secretary**

**1.10.20**

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**Date**