

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
March 19, 2011  
MINUTES**

***The Regular Meeting of Homeowners of Montage at Mission Hills Homeowners Association was held on Saturday, March 19, 2011 at 9:00 a.m. at The Children's Discovery Museum, Rancho Mirage, CA. 92270.***

**DIRECTORS PRESENT:** Tom Tousignant, President  
Skip Sanchez, Vice President  
Jerry Stamper, Secretary  
Sandy Nips, Director

**MEMBERS ABSENT:** Candie Kaufer, Director

**ALSO PRESENT:** Jennifer Zeivel, CCAM representing Personalized Property Management.

**CALL TO ORDER:**

President Tom Tousignant called the meeting to order at 9:00 a.m. and welcomed the homeowners present.

**APPROVAL OF MINUTES**

Board reviewed the Minutes of the January 28, 2011 meeting, as presented by Management. *Motion to approve the January 28, 2011 Minutes as presented, Ms. Nips made the motion, seconded by Mr. Stamper, all in favor.*

**FINANCIAL REPORTS:**

The Board reviewed the financials for January and February 2011. *Motion to approve the January 2011 and February 2011 financials for filling, Mr. Stamper made the motion, seconded by Mr. Sanchez, all in favor.*

**COMMITTEE REPORTS:**

**Landscape & Architectural Committee Reports.** The Board reviewed Minutes from the Landscape & Architectural Committee meetings. Landscape issues to be discussed later on in the meeting. Ms. Nips said that one of the large Date Palms on Da Vall lost its crown and needs removal and grinding of the stump. *Motion to authorize Ms. Nips to have palm removed and installation of one or more 10 ft. tall palms in that spot and other bare spots from palms that have been removed for not to exceed \$5000. To be paid for from Palm Tree Replacement line item in Reserve Budget. Mr. Stamper made motioned, second Mr. Sanchez, all in favor.*

**Neighborhood Watch Committee** There was no Neighborhood Watch Committee report. Mr. Stamper hopes the new Board will tackle the issues of people waiting at the gates to get inside the community.

**President's Council meeting report.** Minutes of the Cathedral City Presidents Council meeting were included in the Board packet for review. No action

## **CONSENT CALENDAR:**

The Board reviewed the consent calendar items including approvals for the following:

- Notification of Board Executive Session meeting of January 28, 2011 on homeowner collections and March 19, 2011 for hearings on Rules violations, homeowner collections and vendor contract issues.
- Notification that a new CD7 approved at the May 28, 2010 Board meeting was purchased December 8, 2010. Delays in the landscape renovation project reduced the need for liquid funds.
- Status of new Montage website – Updated to add March Board meeting agenda, plus posting of November Board Minutes. January CC HOA Pres Council Minutes, March Newsletter and Notice of Available Discount Purchase Agreements.
- Status of Montage Newsletter - March Newsletter sent, still need commitments for support for future editions.

*Motion to approve the Consent Calendar as published, Ms Nips made the motion, seconded by Mr. Stamper, all in favor.*

## **OLD BUSINESS**

**Review of master plan and costs for upgrade to perimeter landscaping project proposed by Gordon Kurtis.** Mr. Sanchez has sent three emails to Mr. Kurtis with no response. There were emails sent between Mr. Tousignant and Mr. Kurtis to renegotiate the initial contract Mr. Kurtis proposed, but the Board cannot locate the final signed contract. Mr. Tousignant will check his files. The Board does not believe Gordon Kurtis intends to fulfill his part of the contract.

**Progress report on the fire ant situation in the perimeter landscaping** - Ms. Nips says fire ants are under control, between Vector control and Animal Pest Mgmt. Management reports last treatment was 2/17 and another is scheduled for 5/17

**Desert Properties Light Maintenance pricing and performance** - Tom was unable to get a count of the lights, he will get that information to management before the next meeting. Tabled.

**Review of Montage Collection Policy and determination whether proposed changes by PPM require submission to homeowners for review and comment** – Tom has been working with Steve since last May, on proposed change without conclusion. Jennifer said change in PPM collection policy went into effect January 1<sup>st</sup>. Tom requested all Late Fee Administrative Charges against homeowners be reversed until new Montage Collection Policy is sent to homeowners for a review period as the Board directed at their January 28<sup>th</sup> meeting.

## **NEW BUSINESS**

**Consideration of new proposals for providing landscape rejuvenation plans suitable for approval by Cathedral City Planning Department** – Ms. Nips said it is important that work be started soon with the removal of the overgrown plants. We can focus on new planting plans at the next meeting. Bids from three companies for

exterior perimeter plant removal were reviewed. Als's Gardening Service \$8,400; Nissho \$7,814; and Conserve LandCare \$5,104. Motion to approve contract with Conserve LandCare for \$5,104, Ms Nips made the motion, seconded by Mr. Stamper, all in favor. Management to find out when they can start, how long it will take, verify they will do everything they say they will do.

**Discussion of options for making previously and future adopted Board policies available to homeowners** - Tom will research the past Board policies, he suggests they be added as amendment to the Rules and mailed out to owners for a review and comment period. He will get them to Management and a mailing will go out with the Board policies and in the future in annual mailings.

**Discussion on purchase of new Roto-Lite lenses for light fixture covers on Gerald Ford and Da Vall to allow conversion to LED bulbs** – Mr. Sanchez proposed conversion to reduce power consumption of lights from 23 watts to 7 watts and provide better lighting of the tree crowns. Mr. Sanchez said LED lights can't get wet. Tom went to Roto-Lite and asked for covers modifying our existing covers. They designed a retrofit for our covers that would cost \$24.95 each. Roto-Lite intends that the modified covers will be a future stock item. Water cannot touch the LED bulbs or it will ruin it. Mr. Sanchez can supply the Par 20 bulbs at a cost of \$25 each, so about \$50.00 per light. There are 45 light fixtures with Roto-Light covers. Tom would deliver the covers to Roto-Lite, they would retrofit and reinstall with the bulbs and adjust fixture to shine on the tree crowns. Projection to see return on investment – Mr. Sanchez says payback would be approximately four years. Mr. Stamper asks if focusing on replacing the bulbs at the entrances could be done to get an impact. Motion to install 12 Roto-Lite retrofitted covers and LED bulbs, not to exceed \$350 for lenses and \$350 for bulbs. Mr. Sanchez made motion, second by Mr. Stamper, all in favor.

**Adoption of revised 2011 Budget to reflect revised increase in cost of Mission Hills Country Club Social Membership fees** - Tom said that the \$3,840 additional increase was a surprise. He had obtained his input from the MHCC membership person, as in the past. The club accountant had sent a letter in October stating a different proposed increase. The letter wasn't received until February. Motion to adopt revised budget to reflect increase in Social Membership, Ms. Nips made motion, Mr. Stamper second, all in favor.

**Review of 2010 Audit report from Gandhi & Beck** - Tom discovered some problem with the review reports from Gandhi & Beck: Pg 83 - Why prepaid income taxes? How did figure come about for prepaid insurance? 84-P&L statement, how did they come up with figure for Other income \$150 off of what Tom calculates. How was maintenance numbers tabulated? They took all accounts that are foreclosed accounts to write them off, it's an accrual. They did not include advertising revenue as non-member revenue. Motion to approve the Annual review subject to Tom resolving questioned items with Gandhi, Ms. Nips made motion, Mr. Sanchez second, all in favor.

#### **CORRESPONDENCE & OTHER**

The Board reviewed all Management reports and correspondence. No questions.

**HOMEOWNERS FORUM:**

None.

**ADJOURNMENT:**

There being no further business to be brought before the membership and upon a motion duly made and seconded, the meeting was adjourned at 10:45 a.m.

**Respectfully submitted,  
Jennifer Zeivel, CCAM  
Personalized Property Management Company**

**APPROVED:**

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**Jerry Stamper, Secretary**

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**Date**