

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
SEPTEMBER 15, 2011
MINUTES**

A meeting of the Board of Directors of the Montage at Mission Hills Homeowners Association was held on Thursday September 15, 2011 at 3:00 P.M. at the offices of Personalized Property Management, Cathedral City, CA 92234. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT:

Tom Tousignant, President
Sandy Nips, Vice President
Nick Nickerson, Treasurer
Curt Beyer, Secretary
Robert Fouyer, Director

MEMBERS ABSENT:

None

ALSO PRESENT:

Jennifer Zeivel, CCAM, CMCA representing Personalized Property Management.

CALL TO ORDER:

President Tom Tousignant called the meeting to order at 3:01 p.m.

APPROVAL OF MINUTES:

The Board reviewed the Minutes of the July 14, 2011 meeting, as presented by Management. Corrections were noted and made.

Motion to approve the Minutes of May 14, 2011 Regular meeting: Mr. Nickerson made the motion, seconded by Mr. Fouyer, all in favor.

FINANCIAL REPORTS:

The Board reviewed the financial statements for July and August 2011. *Motion to approve the July and August 2011 financials for filing, Mr. Nickerson made the motion, seconded by Ms. Nips, all in favor. Ms Nips mentions that the A/L Committee purchased emitters for Nissho to replace them, she is questioning a bill for installing more emitters, she says hold off approving any more invoices for emitters.*

COMMITTEE REPORTS:

Architectural & Landscape Committee:

Ms. Nips gave the report. Ms. Nips presented a scope of work for prospective landscape bidders, and a sample contract for the Board to enter into. Mr. Nickerson is not comfortable signing a boilerplate contract from a landscaping company. Management recommends having an attorney review any contracts if there are concerns. Mr. Nickerson would like to see the Board have their own provisions. Discussion was held on what the contract should include. Management does make sure contractors are properly licensed and insured prior to them beginning work in the community. Mr. Nickerson will provide a proposed Montage contract to offer the selected landscape maintenance contractor. *Motion to approve new*

landscape maintenance contract with Conserve LandCare if they will accept new Montage provided contract, motion made by Mr. Tousignant, second by Ms. Nips, all in favor.

Neighborhood Watch Committee

The Board reviewed the Minutes from the most recent Neighborhood Watch meeting; no date was listed as to when meeting took place. Mr. Tousignant will caution the Committee on the required proper elements of Committee minutes.

The "Minutes" request funding for participation in an event titled "National Night Out". The Board feels like the event it is a good idea, but no official proposal has been presented and it is unclear as to what the committee is asking. The Neighborhood Watch is to enhance the security, not advertise the community outside of the gates.

The Neighborhood Watch Committee requested stickers for issuing to residents for their vehicles: Resident cars are supposed to be in the garage or driveway, the Board does not see the need for stickers for owner vehicles. What does this accomplish, Board not clear? The problem is with enforcement and monitoring of vehicles parked in violation of the Montage Rules. Neighborhood Watch has been repeatedly asked to do enforcement. Consensus is not to purchase.

President's Council meeting report.

Minutes of the Cathedral City Presidents Council meeting were included in the Board packet for review. No action received and filed.

CONSENT CALENDAR:

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

- Notification of Board Executive Session meeting of September 15, 2011 for collections and member discipline.
- Notification of roll over of CD5 on September 15, 2011 for a 24 month term.
- Status of new Montage website – Updated to add Approved Board Meeting minutes of May 12th, draft May Board Meeting minutes of July 14th, updated 2011-12 Calendar, CC HOA Pres Council minutes, and September Newsletter.

Motion to approve the consent calendar, Mr. Nickerson made the motion, seconded by Ms Nips, Unanimous.

OLD BUSINESS

New Perimeter Landscaping- The Board discussed the plans for the perimeter landscaping. The A&L Committee recommends that the Board approve the contract for roughly \$30,000. The Committee would have them start with boulders first, then install plantings, working with a budget of \$20,000.00. Conserve will break into sections and boulders are extra. Mr. Nickerson is asking for a revised proposal showing what they will do in each phase. Mr. Tousignant said that there would be available about a \$20,000 budget between now and January. New budget takes effect 2012 and more funds will be dispersed at that time. Reserves will be used for some of the refurbishing of the perimeter. Mr. Tousignant forecasts more money available in certain line items and can be used for this

project. Mr. Nickerson recommends the Board establish a formal budget for the A & L Committee, \$12,000.00 (\$6,000.00 used to date, \$6,000 left over). Mr. Nickerson asks Mr., Tousignant to help him find the funds for the project and lay out how the Board will cover the costs of the project. A copy of Mr. Tousignant forecast for spending through the end of the year was reviewed by Mr. Nickerson. Motion to approve Mr. Tousignant spending plan from a combination of Operating and Reserves, Ms. Nips made the motion, seconded by Mr. Tousignant, all in favor.

Mr. Nickerson says Board should send out new Budget, Mr. Tousignant says Board is not creating a new budget, they are "reallocating" funds to cover the cost miss allocated for the project. Mr. Nickerson asks for itemized list of what the \$20,000 will provide, clear on what the association is getting for its money. The A & L Committee will work closely with Conserve LandCare, Board tells committee to get to work.

Progress report on the Fire Ant Situation in Perimeter Landscaping – Ms. Nips hasn't seen any fire ants and Animal Pest Mgmt. is leaving door tags and appears to be controlling the ants. Management reports another treatment was scheduled for August 23, 2011. Management will ask where Animal Pest door tags are, Sandy hasn't seen.

Discussion on status of transfer of ownership of Montage lettered lots from GHA to Montage. Management reports that most lots were turned over to the Association. Chagall (lot M) and Monet (lot R) are still not owned by the HOA. Management will check with Karen at GHA to see.

Discussion on status of painting perimeter wall project. – The Board discussed the two new proposals from MC Builders, one for \$500 for doing all signs, and then \$325.00 to do the interior of the retention basin wall. Motion to approve the additional work, Mr. Nickerson made the motion, seconded by Ms. Nips, all in favor.

MC Builders, Superintendent met with Mr. Fouyer and Ms. Nips and they will start next week. Motion to ratify previous contract, Ms. Nips moves to accept updated language, Mr. Fouyer all in favor.

Status of contract for maintenance of perimeter and developer installed front yard landscape lights. DPLM was terminated and La Salle was hired, will start October 5th.

Status of contract for street sweeping within Montage Street sweeper, bills seem to be for every other week instead of every week. Confirm that Montage is every week on Friday. Management will confirm with Martin Sweeping.

NEW BUSINESS

Consideration of modifications to the existing overflow inlet in the detention basin. Mr. Nickerson gave specs to Management to get proposals to do work outlined in plans from Nickerson. Check grading contractors, landscape contractors, and general contractors. Mr. Nickerson is the contact person.

Ms. Nips would like a proposal from reliable to trim deciduous trees, get proposal, and have them cut up tree in retention basin right away. Motion to approve Reliable for same price as last year, Ms. Nips made motion, seconded by Mr. Nickerson, all in favor.

Consideration of recommendation of the A&L Committee for a new landscape maintenance contract, . Mr. Nickerson will provide a proposed Montage contract to offer the selected landscape maintenance contractor. Motion to approve new landscape maintenance contract with Conserve LandCare if they will accept new Montage provided contract, motion made by Mr. Tousignant, second by Ms. Nips, all in favor.

Consideration of proposals for pumping of the drywell and catch basins. Drywell pumping-The Board reviewed proposals from Hammer Pumping and Martin Sweeping, smell/sludge/mosquitoes. Unusual amount of sprinkler overspray is what is causing the retention basin to fill up and does damage to the existing Asphalt, suggest Newsletter article? Mr. Beyer thinks letter is better, 2 page letter including gate code change / sprinkler overspray and new street sweeping day. Stern reminder in the gate code change letter Motion to approve Hammer pumping, Ms. Nips made the motion, seconded by Mr. Nickerson, all in favor. Mr. Nickerson will advise Management as to when the drywells should be pumped.

Review of legal opinion on Residential Care Facilities. Tom will write letter to Neighborhood Watch Committee summarizing the legal opinion on Group Home for distribution to their POD Captains.

Establishment of a Finance Committee to develop a draft 2012 budget for adoption by the Board at the November 10, 2011 meeting. Motion to develop finance committee made up of the Board to meet several times to create budget for approval at the November meeting, Mr. Tousignant will take two weeks to develop a draft, Mr. Nickerson made the motion, seconded by Ms. Nips, all in favor

Consideration of a change to the gate codes to be effective with the end of Daylight Savings Time Monday, November 7, 2011. Change of gate code per homeowners requested cycle approved, Mr. Beyer made motion, Ms. Nips seconded, all in favor

Mgmt reports-Gandhi & Beck engagement letter for the annual review, NN, SN, all in favor.

CORRESPONDENCE & OTHER

None

HOMEOWNER FORUM: No homeowner forum.

NEXT MEETING:

The next meeting of the Board is set for Wednesday, November 2, 2011 at 3:00 pm at the offices of Personalized Property Management, 69-850 Adelina Rd. Cathedral City, CA 92234.

ADJOURNMENT:

With no further business to be brought before the Board at this time, the meeting was adjourned at 4:45 PM on a motion duly made and seconded.

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

APPROVED:

Curt Beyer, Secretary

Date