

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
September 10, 2015**

MINUTES

A special meeting of the Board of Directors of the Montage at Mission Hills Homeowners Association was held on Thursday, September 10, 2015, at 3:00 P.M. at the offices of Personalized Property Management, 68950 Adelina Road, Cathedral City, California 92234. A quorum of Board members were present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Curt Beyer, President
Michelle Madison, Vice President
Tom Tousignant, Treasurer
Mary Weiler, Secretary – Via Telephone

DIRECTORS ABSENT: Leo Schlesinger, Director

ALSO PRESENT: Shelly Ruegsegger, CCAM, and Jasmine Meza representing Personalized Property Management. 10 homeowners were present.

CALL TO ORDER: President, Curt Beyer, called the meeting to order at 3:12 P.M.

APPROVAL OF MINUTES:

The Board reviewed the minutes of July 13, 2015 regular meeting. *A motion was made by Mr. Tousignant, seconded by Mrs. Weiler to approve the minutes of the July 13, 2015 regular meeting as presented, motion carried.*

FINANCIAL REPORTS:

Mr. Tousignant reviewed the financial statements for May, June, July and August 2015. *A motion was made by Mr. Tousignant, seconded by Mrs. Weiler to approve the financials for filing, motion carried.*

No liens were reported as needing approval.

COMMITTEE REPORTS:

Reports were provided from the following:

Architectural & Landscape Committee – Ms. Madison reported that the committee has submitted minutes of their meetings held on July 31, 2015 and August 14, 2015.

Emergency Preparedness Committee / Neighborhood Watch Committee - None

Rule Committee – None

IT Committee – Ms. Madison provided copies of the IT Committee reports of May 1, 2015 and August 28, 2015

CONSENT CALENDER:

- Notification of Board Executive Sessions July 2, 2015:
Discussed payments by one homeowner and palm frond cleanup by one homeowner.

- Notification of Board Executive Session July 13, 2015:
Discussed payments of two homeowners and organization of Board.
- Notification of Executive Session September 10, 2015:
Discussed claims from homeowner and committee charters
- Desert Cities HOA Council Reports – Recaps of July 16, 2015 distributed July 20, 2015;
August 20, 2015 distributed August 31, 2015.
- CAI meeting report – None

Motion to approve the consent calendar made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

UNFINISHED BUSINESS:

Pumping of catch basins/drywell – Mr. Tousignant reported that the Board previously approved a not to exceed amount of \$3,000 at the July 2, 2015. Motion to approve the proposal from Hammer Pumping in the amount of \$2,410 made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

Town Hall Meetings & Revisions to CC&R's – The Board discussed the new set of CC&R's; the final version will be sent out to homeowners for a vote. It was noted that a 67% positive vote is needed to pass. The Board is concerned that homeowners will not receive the ballots and will not submit their vote. Visiting door to door is an option to inform homeowners of the ballot.

Ms. Madison distributed a tentative schedule for the Montage CC&Rs campaign leading to ballots being counted at the 2016 Annual Homeowners meeting March 19, 2016.

NEW BUSINESS:

Insurance 2015-1016 The Board reviewed the renewal from La Barre Oksnee Insurance. Ms. Ruegsegger stated that she obtained a second proposal from Timothy Clein Insurance Agency. Motion to approve the proposal from Timothy Clein Insurance Agency with a premium amount of \$3,206 to include a 5 million dollar umbrella plus Worker Comp coverage with a premium of \$532, both for the period October 1, 2015 thru September 30, 2015 made by Mr. Tousignant, seconded by Mrs. Weiler, motion carried.

Appointment of Financial Committee - Motion to appoint the Board of Directors as the financial committee to develop the proposed 2016 Budget and Reserve Study update for presentation to the Board at the November 12, 2015 meeting made by Mr. Tousignant, Ms. Madison, motion carried.

Holiday Decorations – The Board reviewed the proposal from Desert Properties Light Maintenance for installation, removal and storage of holiday decorations. The Board would like for management to check with DPLM to see if they can offer a 5% discount as done last year. If discount agreed to by Desert Properties Light Maintenance, motion to approve the proposal in the amount \$2,180.24 made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

Landscaping / Fountains – Ms. Nips, A & L Committee, chair asked if a landscape proposal could be submitted to the Board for consideration to be included in the 2016 budget. Mr. Beyer asked if they would make sure that the plan does not disrupt the artistic design by the designer.

Motion to include the fountain re-landscaping project in the budget considerations made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

Landscaping / Corner – Ms. Nips requested that the proposal project for re-landscaping the corner of Gerald Ford and Da Vall could be submitted to the Board for consideration in the 2016 budget. Motion to include the corner re-landscaping project in the budget considerations made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

Gerald Ford Fountain Lights – The Board reviewed the proposal from Laguna Falls to install LED light fixtures in the Gerald Ford fountain. Mr. Tousignant would like to table until January 2016.

Joe Corona Contract – Joe Corona Electric has requested an increase in the labor rate and adjustments to the materials charges for the light inspection and maintenance contract. Motion to approve the increase made by Mr. Tousignant, seconded by Ms. Madison, motion carried.

Security Cameras – Ms. Kuhn reported that she met with three contractors to obtain bids for the installation of cameras at the two entrance gates. The Board reviewed two bids that were included in packet. Ms. Kuhn gave a description of where the cabinet would be installed and where the power source would be come from. There are options to install a wireless server. All of the proposals would include installation of 5 cameras at each gate. Mr. Beyer shared his thoughts and information he has researched pertaining to the installation of cameras and the liability. Ms. Kuhn clarified some of Mr. Beyer’s concerns. Motion to put on the ballot for the annual meeting made by Mr. Tousignant, motion failed. Ms. Kuhn was requested to contact the vendor to obtain clarification of the wide variances of their proposed costs. Tabled until November meeting.

A & L Committee Appointment/Volunteer - Motion to appoint Mr. Al Mazzarella as a member of the A& L Committee and Ms. Joann Horwitz as alternate member with voting rights if there is an absence of one of the committee members made by Mr. Tousignant, Ms. Madison, motion carried.

Proposed Board Policy for Expenditures – Mr. Tousignant proposed a Board Policy for expenditures of HOA funds. Motion to approve the policy with the correction that the community manager has authorization to approve \$1,500 on an emergency basis made by Mrs. Weiler, seconded by Mr. Tousignant, motion carried.

MANAGEMENT REPORTS:

The Board reviewed the Management reports including the call log, email log, and action list from the last meeting. No action.

NEXT MEETING:

The next regular meeting of the Board is set for November 12, 2015 at 3:00 PM at the offices of Personalized Property Management, 68950 Adelina Rd., Cathedral City.

ADJOURNMENT:

With no further business to be brought before the Board at this time, the meeting was adjourned at 5:30 P.M. on a unanimous decision of those attending.

**Respectfully submitted,
Jasmine Meza
Assistant Community Manager
Personalized Property Management Company**

APPROVED:

Mary Weiler, Secretary

Date