

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
July 9, 2021 | Regular Session Minutes**

Upon notice duly given, a meeting of the Board of Directors of Montage at Mission Hills Homeowners Association was held on Friday, July 9, 2021 at 9:30 a.m. via ZOOM Video conferencing in Cathedral City, CA and on-site at 69701 Van Gogh Dr. Cathedral City, CA. A quorum of Board members was present, and business was conducted as is outlined herein.

DIRECTORS PRESENT

Tony Michaelis, President
Norm Giere, Vice President
Tom Tousignant, Treasurer
Gary Roman, Director

ALSO PRESENT

Shelly Ruegsegger, Senior Community Manager | Personalized Property Management
Nicolas Evans, Assistant Community Manager | Personalized Property Management
Approximately 8 Homeowners

CALL TO ORDER

President Tony Michaelis called the meeting to order at 9:35 a.m.

AGENDA ADDITIONS

None.

EXECUTIVE SESSION SUMMARY – July 9, 2021

1. Executive session prior to this meeting; the board discussed legal, member discipline and collections.

APPROVAL OF MINUTES

1. The Board reviewed the minutes of the May 14, 2021 Regular Meeting. **Motion to approve the May 14, 2021 Regular Meeting minutes as corrected made by Mr. Tousignant, seconded by Mr. Giere, motion carried.**
2. The Board reviewed the draft minutes of the March 20, 2021 Annual Meeting. **Motion to approve the March 20, 2021 Annual Meeting Minutes as presented made by Mr. Tousignant, seconded by Mr. Giere, motion carried.**

FINANCIAL REPORTS

1. Financials for May & June 2021 - **Motion to approve the May & June 2021 financial reports as presented by PPM for filing made by Mr. Tousignant, seconded by Mr. Giere, motion carried.**

The full financial reports along with the GL posting reports were emailed to the entire Board prior to the meeting.

2. Liens (0)

HOMEOWNERS FORUM

Homeowners present discussed the following: None.

OLD BUSINESS

1. Presentation & Discussion on Community Security – Gate Camera Committee – Robert Green & Jean-Guy Poitras – **Tabled for the next meeting, Committee members not present.**
2. Approve Installation of New Perimeter Plants per May 7th Walk Thru with Conserve Landcare, NTE \$2,400.00 – **Deleted.**

NEW BUSINESS

1. Appointment of new Board Member to replace Curt Buyer – **Motion to appoint Thomas Harp to the vacant Board position of Secretary made by Mr. Giere, seconded by Mr. Roman, motion carried.**
2. Approval of proposal to replace Gerald Ford exit gate hinges by Mercers Low Voltage, Inc for NTE \$1,674.11 (Ratify) – **Motion to approve the estimate presented by Mercers Low Voltage to replace the Gerald Ford exit gate hinges, NTE \$1,674.11 made by Mr. Giere, seconded by Mr. Tousignant, motion carried.**
3. Approval of proposal to replace Gerald Ford exit gate Operators and loop detectors by Mercers Low Voltage, Inc for NTE \$8,496.66 – **Motion to approve the estimate presented by Mercers Low Voltage to replace the Gerald Ford exit gate operators & loop detectors, NTE \$8,496.66 made by Mr. Tousignant, seconded by Michaelis, motion carried.**
4. Approval of proposal to provide and install sticker tag access systems at both gates and provide 50 sticker tags by Mercers Low Voltage, Inc for NTE \$7,831.77 – Mr. Roman suggested this item be re-evaluated and allow for additional gate vendors to bid on this item. Mercers has proven to have recently been difficult to work with. After discussion, **motion to table this discussion for the next meeting so that additional bids can be presented made by Mr. Giere, seconded by Mr. Roman, motion carried.**
5. Report and recommendations related to the election process – Scott Reese
 - a. Set date for the next Annual Homeowner Meeting as March 19, 2022.
 - b. Adopt the Inspector of Elections (IoE) proposed 2022 election calendar.
 - c. Direct the Webmaster to develop an IoE Webpage.
 - d. Direct the Rules Committee to consider the proposed draft updated IoE Board Policy.

After discussion, **motion to approve items a through d as presented above made by Mr. Tousignant, seconded by Mr. Giere, motion carried.**

6. 2022 Reserve Study Proposal by SCT for Montage at Mission Hills HOA – Tony Michaelis – After discussion, ***motion to table the Reserve Study Financial Update until next year, 2022, made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
7. Approval for replacing existing signs at Gerald Ford and Da Vall entrance gates by Signarama for NTE \$664 – Norm Giere - ***Motion to approve the estimate presented by Signarama to replace the Gerald Ford & De Vall gate entrance signs, NTE \$664.00 made by Mr. Tousignant, seconded by Mr. Roman, motion carried.***
8. Approval for replacing the corner Montage sign by Signarama with a Lit Lettering sign for NTE amount of \$4,351 – Norm Giere - ***Motion to approve the estimate presented by Signarama to replace the corner Montage sign with a lit lettering sign, NTE \$4,351.00 made by Mr. Roman, seconded by Mr. Harp, motion failed.*** After further discussion, ***motion to table this until next year and focus on the repairs and upgrades on the community gates made by Mr. Roman, seconded by Mr. Harp, motion carried.***
9. Approve installation of power for the lit lettering sign by Grayco Electric for NTE amount of \$576 – Norm Giere – ***Tabled until the lit lettering sign is re-discussed and approved at a later date.***
10. Approve for purchase of 6 spare SLG light fixtures from Grayco Electric to minimize delays in installation of new and/or replacement fixtures for NTE amount of \$546 – Norm Giere - ***Motion to approve the estimate presented by Grayco Electric to purchase 6 spare SLG light fixtures, NTE \$546.00 made by Mr. Harp, seconded by Mr. Roman, motion carried.***
11. Approval of reimbursement for mailbox light electricity to homeowners where lights are connected to their Landscape lights – Tom Tousignant - ***Motion to approve reimbursement for mailbox light electricity to homeowners where the lights are connected to their landscape lights made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***
12. Approval of 2021 Annual Homeowner Meeting draft minutes for posting on the website – Draft minutes will be posted on the website for homeowner viewing.
13. Approve official name change from DISASTER PREPAREDNESS AND SAFETY COMMITTEE to **Emergency Preparedness Committee** – Chuck Middleton – Mr. Middleton stated that the new name has been “informally” used; this would make the change official through the HOA. ***Motion to approve an official name change from DISASTER PREPAREDNESS AND SAFETY COMMITTEE to Emergency Preparedness Committee made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***

14. Approve updated Committee Mission Statement – Chuck Middleton – Mr. Middleton summarized the reasoning for revamping the Committee mission. **Motion to approve the updated Committee Mission Statement, with the suggested addition presented by Mr. Tousignant stating a working relationship between Mission Hills Country Club and Montage at Mission Hills remain, made by Mr. Tousignant, seconded by Mr. Harp, motion carried.**
15. Approve installation of lantana at the Da Vall fountain for NTE \$530 and Gerald Ford fountain for NTE \$445 by Conserver LandCare – **Tabled for the next meeting.**
16. Approve installation of mulch in planter bed with the new Lantana at the GF entrance for \$395.00 by Conserve LandCare – **Deleted.**
17. Discuss painting planter columns at Gerald Ford – Norm Giere – Mr. Giere summarized his ideas for refreshing the front entrance small block walls, including painting the columns a lighter color or adding stack stone to the ends of the wall. After discussion, **Tabled for a later date.**

COMMITTEE REPORTS

1. Architectural Review Committee Reports – Meeting Minutes of June 4, 2021 distributed June 6, 2021; Minutes of July 2, 2021 distributed July 5, 2021 – Norman Giere – No discussion.
2. Emergency Preparedness Committee Reports – Chuck Middleton – No further discussion.
3. Website Committee Report – Scott Reese – Mr. Michaelis asked if there are any homeowners that could assist in adding to the website, to volunteer their time to make improvements to the site.
4. Welcome Committee Report – Frank San Juan – Nothing to report at this time.
5. Gate Camera Committee Report – Robert Green – Tabled until the next meeting.
6. Rules Committee Report – Tony Michaelis – The Rules Committee drafted a new Rules and Regulations document for the Board to review and consider for implementing. **Motion to accept the draft Rules and Regulations document presented by the Rules Committee for Board review and changes made by Mr. Tousignant, seconded by Mr. Harp, motion carried.** A special meeting of the Board will be convened in October to provide changes and comments to the draft document by homeowners. After that, the draft Rules and Regulations will be sent to the attorney for review then to the membership for 28-day comment. **Motion to set the special meeting for draft Rules and Regulations discussion for October 8, 2021 made by Mr. Tousignant, seconded by Mr. Harp, motion carried.**
7. Rio Del Sol Development – Scott Reese – The Board reviewed the Committee Report from July 29, 2021 stating that there has been no change in status of the Rlington Groups development of the Montecito community in Rio Del Sol. No construction has begun.

HOMEOWNERS FORUM

Homeowners discussed the following: suggestion on holding the special meeting of the Board after the summertime, car break-in and vandalism incidence from May 2021, and CAI Medallion Award for the HOA.

OTHER BUSINESS

1. Management – Reports – No action.
2. Correspondence – Homeowners – None.

NEXT MEETING

Regular – September 10, 2021 - 9:30 am via ZOOM

ADJOURNMENT

With no further business to be brought before the Board at this time, the meeting was adjourned at 11:00 a.m. on a motion duly made and seconded.

Respectfully submitted,
Nicolas Evans, CCAM
Assistant Community Manager - PPM

APPROVED:



9.10.21

Norm Giere, Vice President

Date