

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 14, 2022 | 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, January 14, 2022, 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  
Thomas Harp, Secretary  
Tom Tousignant, Treasurer

**ALSO PRESENT**

Shelly Ruegsegger, Senior Community Manager | Personalized Property Management  
Nicolas Evans, Co-Community Manager | Personalized Property Management  
Approximately 6 Homeowners

**NOT PRESENT** Gary Roman, Director

**CALL TO ORDER** President Tony Michaelis called the meeting to order at 9:38 a.m.

**AGENDA ADDITIONS** Lien Authorization on APN #674-670-051 under Financial Reports & Conserve Landscape Proposals (6) under New Business.

**EXECUTIVE SESSION SUMMARIES – December 15, 2021 & January 14, 2022**

The Board discussed legal matters, member discipline, and collections.

**APPROVAL OF MINUTES**

The Board reviewed the minutes of the November 12, 2021, regular meeting. After discussion, ***motion to approve the November 12, 2021, Regular Meeting minutes as presented made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***

**FINANCIAL REPORTS**

Financials for November & December 2021 – After discussion, ***motion to approve the November & December 2021 financial reports as presented by PPM for filing made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***

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

Liens (1) – After discussion, ***motion to accept the lien authorization for APN #674-670-051 made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***

**HOMEOWNERS FORUM** The following items were discussed during the homeowner open forum: 2021-year end financials.

## **OLD BUSINESS**

1. Approve the draft update of the Montage Rules and Regulations – After discussion, ***motion to approve the new draft Rules & Regulations as presented made by Mr. Michaelis, seconded by Mr. Harp, motion carried 3-to-1.***
2. Accept report from Certified arborist Gregston Dale Young (GDY) on evaluation of the status of the remaining original date palm on the perimeter and recommendations for actions to be taken during 2022 – After discussion, ***motion to accept the certified arborist report presented by Gregston Dale Young for palm tree evaluation made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***
3. Approve Election Committee draft of revised Election Rules and authorize submittal for attorney review and revision – Mr. Michaelis noted a thank you to Mr. Reese for his work on this. After discussion, ***motion to approve the Election Committees draft Election Rules, but not for attorney review, made by Mr. Michaelis seconded by Mr. Tousignant, motion carried.*** The Board agreed that this new draft needs to be sent out to the membership for an additional 28-comment period.
4. Approve the proposed Montage Volunteer Program Guidelines for use in authorizing, recruiting, organizing, and working with association members in service to the community – Mr. Michaelis noted that he spoke to Mr. Reese regarding this and suggested this item be tabled until additional guidelines are made that are more in line with the HOA operations. After discussion, ***motion to table the proposed Montage Volunteer Program Guidelines as presented made by Mr. Michaelis, seconded by Mr. Tousignant, motion carried.***
  - a. Discuss proposed Overall Guidelines on Utilization of Volunteers – Tabled for the next regular meeting.
  - b. Discuss adoption of proposed Volunteer Release Form – Tabled for the next regular meeting.

## **NEW BUSINESS**

1. Consider recommendation from the Welcome Committee:
  - a. Approve new Mission Statement – see WC minutes attached - After discussion, ***motion to approve the new mission statement for the Welcome Committee as presented made by Mr. Michaelis, seconded by Mr. Tousignant, motion carried.***
  - b. Allow communication from the Welcome Committee directly to homeowners – After discussion, ***motion to remove this item from the agenda as it is not relevant at this time made by Mr. Michaelis, seconded by Mr. Tousignant, motion carried.***
  - c. Name change for the Welcome Committee to “Welcome and Social Committee” – After discussion, ***motion to accept the name of the Welcome Committee to the “Welcome & Social Committee” made by Mr. Michaelis, seconded by Mr. Tousignant, motion carried.*** Mr. Tousignant noted that the Welcome & Social Committee should consider expanding their efforts to ensure all new homeowners’ hand in their email consent forms.
2. Discuss Arborist report and potential removal of perimeter palm trees for 2022 and direct PPM to request proposal from Conserve LandCare for Board consideration at the March Board meeting – Mr. Giere summarized and reported on the inspection presented

by GDY, certified arborist. Conserve Landscape was asked to provide estimates for this recommended work.

- a. Conserve Landcare Proposal 50960 – After discussion, ***motion to approve estimate 50960 presented by Conserve Landcare, NTE \$22,960.00, to remove and add new palm trees, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
  - b. Conserve Landcare Proposal 51282 – After discussion, ***motion to approve estimate 51282 to trim the date palms around June 15<sup>th</sup> presented by Conserve Landcare, amended NTE \$5,600.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
  - c. Conserve Landcare Proposal 51283 – After discussion, ***motion to approve estimate 51283 presented by Conserve Landcare to trim the Washingtonia Palms around June 15th, NTE \$2,385.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
  - d. Conserve Landcare Proposal 50894 – After discussion, ***motion to approve estimate 50894 presented by Conserve Landcare to retrofit the irrigation for only 14 Washingtonia Robusta at the community entrance medians, NTE \$3,150.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
  - e. Conserve Landcare Proposal 50898 – After discussion, ***motion to approve estimate 50898 presented by Conserve Landcare to retrofit the irrigation for the date palms at the community entrances, NTE \$850.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
  - f. Conserve Landcare Proposal 51281 – After discussion, ***motion to approve estimate 51281 presented by Conserve Landcare to retrofit the irrigation for the Washingtonia Hybrid Palms around the perimeter, NTE \$1,505.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
3. Consider a recommendation from the Inspector of Elections
    - a. Approve certification of Association members Norman Giere, Thomas Harp and Alan Horwitz as candidates for the 2022 Board of Directors Election – After discussion, ***motion to approve the Association members listed above as candidates for the 2022 Board of Directors made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
    - b. Approve the proposed 2022 Board of Directors Election Ballot and authorize the Inspector of Elections to distribute the Ballot and candidate materials for the March 19, 2022, election – After discussion, ***motion to approve the proposed 2022 Board of Directors Election Ballot and authorize the IOE to distribute the election materials made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
    - c. Approve of the Inspector of Elections recommendation to certify the 2022 Voters List – After discussion, ***motion to approve the IOE certification of the 2022 Voters List made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
  4. Approve appointment of Gary Roman to the Emergency Preparedness Committee – After discussion, ***motion to approve appointment of Gary Roman to the Emergency Preparedness Committee made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***

**COMMITTEE REPORTS**

1. Architectural Review Committee Reports – Meeting Minutes of December 3, 2021, distributed December 6, 2021; Minutes of January 7, 2022, distributed January 10, 2022 – Norm Giere – Mr. Giere reported on the recent AIR’s, no action.
2. Detention Basin Committee Report -Scott Reese – Mr. Reese reported on the results from Committee visiting other community basins for ideas on how the Montage basin can be improved.
3. Rio del Sol development – Scott Reese – Mr. Reese summarized his detailed report that was issued to the Board. There have not been updates on potential start of construction timelines.
4. Election Committee Report – Scott Reese – Nothing to report at this time.
5. Emergency Preparedness Committee Report – Chuck Middleton – Mr. Middleton was not present but had previously noted to contact him with any questions.
6. Gate Camera Committee Report – Tony Michaelis – Mr. Michaelis reported on a recent conversation he had with a neighboring HOA and the type of security system they currently have in place.
7. Website Committee Report – Scott Reese – Mr. Reese noted that the website report was emailed to the Board prior to this meeting.
8. Welcome & Social Committee Report – Frank San Juan – Mr. San Juan reported and asked if the annual meeting for 2022 would be via ZOOM or in person. The Board noted the meeting will be hosted via ZOOM.

**HOMEOWNERS FORUM** The following items were discussed during the homeowner open forum: comments on what can be done to persuade more owners to be present and participate in future Board meetings, applaud to Board for sending Board packets to the homeowners, and additional comments about the new proposed Rules & Regulations.

**OTHER BUSINESS** Management – Reports & Correspondence from Homeowners – None.

**NEXT MEETING** Regular – March 11, 2022 - 9:30 am via ZOOM

**ADJOURNMENT**

With no further business to be brought before the Board at this time, the meeting was adjourned at 11:21 a.m. on a motion duly made and seconded.

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

**APPROVED:**

*Thomas Harp*

3.11.22

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**Thomas Harp, Secretary**

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**Date**