

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
March 11, 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, March 11, 2022, at 9:30 a.m. via ZOOM Video conferencing in 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  
Gary Roman, Director

**ALSO PRESENT**

Shelly Ruegsegger, Senior Community Manager | Personalized Property Management  
Nicolas Evans, Co-Community Manager | Personalized Property Management  
Approximately 5 Homeowners

**CALL TO ORDER**

President Tony Michaelis called the meeting to order at 9:29 a.m.

**HOMEOWNERS FORUM**

None.

**AGENDA ADDITIONS**

None.

**EXECUTIVE SESSION SUMMARIES – March 11, 2022**

The Board discussed legal matters, member discipline, collections, street engineer for maintenance, and hearings. During the executive session the Board adopted a ***motion to approve the retention of Peter Schultz to Negotiate the Liberty Mutual Insurance Coverage made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***

**APPROVAL OF MINUTES**

The Board reviewed the minutes of the January 14, 2022, Regular Meeting. After discussion, ***motion to approve the January 14, 2022, Regular Meeting minutes as presented made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***

**FINANCIAL REPORTS**

Financials for January & February 2022 – After discussion, ***motion to approve the January & February 2022 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.

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### **OLD BUSINESS**

1. Authorize the distribution of the proposed 2023 Election Rules to homeowners for the required 28-day comment period – After discussion, ***motion to authorize distribution of the proposed 2023 Election Rules to homeowners for a 28-day comment period via email made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
2. Approve the proposed Montage Volunteer Program Guidelines for use in authorizing, recruiting, organizing, and working with association members in service to the community – This item was tabled until the next meeting.
3. Update on results of meeting with CVWD re: new water budgets – As discussed in the Executive Session, the water meters for the exterior landscaping of the community were split in an attempt to increase the CVWD water allocation for tier 1 pricing.

### **NEW BUSINESS**

- 1) Review and approve proposed agenda and presentations for Annual Homeowners Meeting March 19th. 78 ballots received to date. Scott Reese suggested **a motion be approved to record the Annual Meeting and ballot counting. Motion to approve Mr. Michaelis, second Mr., Tousignant, motion carried.**
- 2) Approval extension of retainer agreement for another year beginning March 30, 2022, with Fiore Racobs & Powers for \$1,000. After discussion, ***motion to approve the extension of the retainer agreement for an additional year beginning March 30, 2022, with Fiore Racobs & Powers, NTE \$1,000.00, made by Mr. Tousignant, seconded by Mr. Roman, motion carried.***
- 3) Approve 2021 Financial Review by Beck & Company CPAs Inc. and authorize filing of proposed tax returns (Done at Nov 12/21 Mtg). After discussion, ***motion to authorize filing of the 2021 Financial Review by Beck & Company CPAs Inc. made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
- 4) Approve proposal for 2023 Reserve Study by SCT Reserve Consultants Inc. for Service, Level I (on-site, full), for \$1,400.00 – ***After discussion, motion to approval the proposal for the 2023 Reserve Study by SCT Reserve Consultants Inc. for Service, Level I (on-site, full), NTE \$1,400.00, made by Mr. Tousignant, seconded by Mr. Harp, motion carried.***
- 5) Discuss Brown Lawsuit status and potential impact of changes to city ordinance. This was discussed in Executive Session held prior to this meeting. The Court of Appeals sided with the plaintiff. Additional updates to be forth coming.
- 6) Approve proposal from Mercer's Low Voltage for replacing the Da Vall telephone circuit board for \$2,896.84. Lost invoice from July 21, 2021. After discussion, ***motion to accept the proposal from Mercer's Low Voltage for replacing the Da Vall telephone circuit board, NTE \$2,896.84, made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***

- 7) Approve proposal from Grayco Electric for the purchase of 6 SLG perimeter floodlight fixtures for \$582.00. After discussion, ***motion to approve the proposal from Grayco Electric for the purchase of 6 SLG perimeter floodlight fixtures, NTE \$582.00, made by Mr. Giere, seconded by Mr. Tousignant, motion carried.***
- 8) Approve increase in Conserve LandCare monthly landscape fee from \$2,370 to \$2,480 beginning March 1, 2022. After discussion, ***motion to accept the increase from Conserve Landcare for monthly maintenance to \$2,480.00 beginning March 1, 2022, made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***
- 9) Authorize the negotiation of a renewal to the contract with Personalized Property Management due June 1, 2022, for presentation to the Board at the May 13th meeting. After discussion, ***motion to authorize negotiation of a renewal to the contract between PPM & Montage due June 1, 2022, for presentation to the Board at the May 13th meeting made by Mr. Tousignant, seconded by Mr. Giere, motion carried.***
- 10) Approve proposal from Grayco Electric to add light to illuminate message board wall for \$873.00. After discussion, ***motion to approve the proposal from Grayco Electric to add light to illuminate message board wall, NTE \$873.00, made by Mr. Giere, seconded by Mr. Michaelis, Mr Harp opposed, motion carried.***
- 11) Street crack-fill discussion and timeline – This item was discussed in the Executive Session held prior to this meeting. Bid specifications are to be drawn up by Nick Nickerson. Nick Nickerson to oversee this project with the chosen street maintenance vendor. Crack fill to be done in Spring 2023 and Seal Coat to be done in Fall 2023. The Board approved hiring Mr. Nickerson and his contract is being negotiated.
- 12) New gate software discussion – Mr. Evans discussed and presented the estimate from Mercers Low Voltage to install cellar data kits at both entrances to Montage due to issues in the copper phone lines. After discussion, ***motion to accept the estimate from Mercers Low Voltage to install cellar kits at both gates of the community, NTE \$2,558.78 made by Mr. Tousignant, second by Mr. Giere, motion carried.***

### **COMMITTEE REPORTS**

- 1) Architectural Review Committee Reports – Norm Giere – Meeting Minutes of December 3, 2021, distributed December 6, 2021; Minutes of January 7, 2022, distributed January 10, 2022; Minutes of February 4, 2022, distributed February 7, 2022; Minutes of March 4, 2022, distributed March 7, 2022. Norm reported, also reported palm tree replacement plan updates. Mr. Giere reported on the most recent AIR's that have been reviewed, as well as gave updates the palm tree replacement plan.
- 2) Detention Basin Committee Report – Scott Reese – Mr. Reese gave his committee report, additional updates to be forthcoming.
- 3) Rio del Sol development – Scott Reese – Mr. Reese reported that construction began for the planned development and mentioned that the developers have not addressed issues brought to their attention from homeowners at Montage. Mr. Reese will be meeting with them to discuss things further.
- 4) Election Committee Report – Scott Reese – Mr. Reese reported that the new rules on the will be sent on the 21<sup>st</sup> of the month.
- 5) Emergency Preparedness Committee Report – Chuck Middleton – Mr. Middleton reported that the committee is in process of preparing suggestions and recommendations for change in process on emergency responses for the community.

- 6) Gate Camera Committee Report – Tony Michaelis – Mr. Michaelis reported that he has collected owner comments about implantation of a gate camera system and this project is continuing to be researched.
- 7) Website Committee Report – Scott Reese – Mr. Reese noted that this report will be available at the at Annual Meeting.
- 8) Welcome Committee Report – Frank San Juan – Mr. San Juan reported that the community has shown more interest in ongoing activities and involvement, especially in the planned block party. 156 homeowners have committed to attend to date.

### **HOMEOWNERS FORUM #2**

The following items were discussed during the second homeowner’s forum: comments on current response to emergency situations.

### **OTHER BUSINESS**

- 1) Management – Reports & Correspondence from Homeowners – None.
- 2) Recording of Annual Meeting – After discussion, ***motion to approve recording of the 2022 Annual Meeting made by Mr. Michaelis, seconded by Mr. Harp, motion carried.***

### **NEXT MEETING**

Regular – May 13, 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 10:29 a.m. on a motion duly made and seconded.

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

### **APPROVED:**

*Thomas Harp*

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**Thomas Harp, Secretary**

*May 13, 2022*

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**Date**