

**PALM CANYON VILLAS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
2nd of August 2019
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Palm Canyon Villas Homeowners Association** was held on 2nd of August 2019 at the onsite offices at 9:00 AM. A quorum of members was present and business was conducted as is outlined herein.*

MEMBERS PRESENT:

David Meyer	President/Treasurer
Kim Miller	Secretary
Ron Johnson	Director
Colin Sowa	Director

MEMBERS ABSENT:

Mike Jacobs	Vice-President (absent with notice)
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ALSO PRESENT:

David Schuknecht, CMCA, AMS representing Personalized Property Management.
Ray Hungerford, on-site manager.

CALL TO ORDER:

The meeting was called to order by the President, David Meyer at 9:00 AM

HOMEOWNER FORUM:

There were eleven homeowners present; topics discussed were pickleball courts and assessments.

The homeowner forum was opened up at the end of the meeting; additional topics discussed were rental fees, and hot railings.

SECRETARY'S REPORT:

The board reviewed the minutes of the last meeting dated May 3, 2019 and February 2019. *Following a discussion and upon a motion duly made and seconded the board of directors unanimously approved both minutes as presented.*

TREASURER'S REPORT:

The board reviewed the financials and bank reconciliations delinquencies as of April, May, and June 2019. *Upon a motion duly made and seconded the board voted to accept the financials and bank reconciliations. Motion carries unanimously.*

The assessments charged against the units below are more than 60 days delinquent. The board of directors hereby authorizes its attorney to record a Lien against the following properties:

APN# 681-296-005
APN# 681-297-015

Following a discussion and upon a motion duly made and seconded the board of directors approved the lien's. Motion carries unanimously.

PRESIDENT'S REPORT:

The president gave the financial report of the community. The association has spent a lot of time on rental tenants in the community. The president also requested that management verify the property values for the flood insurance to make sure that 80% of the value of the property is covered per Freddie Mac and Fannie Mae guidelines.

COMMITTEE REPORTS:

Architectural – The architectural committee presented to the board clarification for the architectural guidelines. The proposed letter was not a change but rather an explanation as for why the association has the guidelines they do. The board reviewed the architectural committee reports from July 16 and May 9. Following a discussion and upon a motion duly made and seconded the board of directors accepted the report as presented. Motion carries unanimously.

Landscape – The on site manager met with the landscapers in regards to the palm tree trimming. The palm tree trimming had its challenges this year, next year the association will consider pursuing another tree trimmer. The association has spoken to the landscaper to have a more natural look with more blossoming flowers rather than the over groomed look. The landscapers continue to do a good job for the price at which the association pays. Following a discussion and upon a motion duly made and seconded the board of directors accepted the landscape report. Motion carries unanimously

OLD BUSINESS

- A) Pickelball and Tennis Courts – The board of directors discussed the pickelball courts and the tennis courts. As previously discussed the extra wear is requiring the courts to be refinished earlier than planned for. The board is also concerned about misuse of the gate mechanism causing undue repair costs and the potential of liability due to use of people invited from outside the association. A survey was sent out to the community and the results of that survey were included in the board pack. With a combination of surveys received at PPM and at the on-site office, the results were about 50/50 and did not reflect an overwhelming response either way. The board decided to continue with the pickleball courts, as is, until there might be a reason to revisit at a later date.

NEW BUSINESS

- A) Reserve Study Proposal – The board reviewed the proposal from SCT Reserve Consultants for the 2020 Fiscal Year Reserve study. This year requires a level 3 study to be completed at a cost of \$700. Following a discussion and upon a motion duly made and seconded the board of directors unanimously approved the proposal.
- B) Budget Preparation – The board briefly discussed the upcoming budget preparation for the 2020 fiscal year. The board expects the first draft to be completed in October and the budget approved at the November meeting.
- C) Rules and Regulations Update – The board would like to update the notice of hearing to be moved from 15 days to 10 days to mirror that of Davis-Stirling.

MANAGER'S REPORT:

- A) PCV On-Site Manager Report- Ray Hungerford gave a report on the ongoing maintenance of the community. This year a lot of fascia board is being replaced. The pool furniture had rubber bottoms installed in order to help stave off rusting. Inspections are going on phase by phase to review all items of the common area and

exclusive use common area. The surveillance cameras have lived their life and Ray will work with some prototypes to see what is most effective. The termite inspection went off without a hitch. The board was appreciative of the assistance of David from PPM in this area. The asphalt project was completed and will prolong the life of the parking lot asphalt. The speed control did not work, it is believed that the city did not take the concern seriously. The board discussed the replacement key policy.

B) Correspondence- The board reviewed correspondence from homeowners and will follow up as is necessary.

C) The board reviewed the escrow closings, calls logs, and violation report from management.

a. Unit 37 Request for Waiver of Fees –The board reviewed the request from Unit 37 for the waiver of the fees charged to them for the termite inspection. Management spoke with the pest control company and they issued a credit for a difference. As the association received payment from the pest control company so the board approved waiving the fee.

Following a discussion and upon a motion duly made and seconded the board accepted the manager’s report.

NEXT MEETING:

The next board meeting is scheduled for November 8, 2019 at 9:00 AM.

ADJOURNMENT:

At this time with no further business presented to the board the board President adjourned the meeting at 9:57 AM

Respectfully submitted
David Schuknecht
Community Manager
Personalized Property Management

CERTIFICATE OF SECRETARY	
I certify that I am the duly qualified and acting secretary of the <u>Palm Canyon Villas Homeowners Association</u> a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association, and entered in the Minutes Book.	
DATED: _____	
Palm Canyon Villas Homeowners Association A California Corporation	
BY: <u>Kim Miller</u> Secretary or Director	