

**THE GLEN OF PACIFIC GROVE  
HOMEOWNERS ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**MARCH 2, 1998**

**36 Glen Lake Drive**

**Pacific Grove, CA**

**MINUTES**

- 1.0 CALL TO ORDER: 5:10 pm
- 2.0 ROLL CALL:
- |                  |                              |
|------------------|------------------------------|
| Jack Rutherford  | Present                      |
| Glen Grossman    | Present                      |
| Diane Hardcastle | Absent with notice           |
| Mark Risley      | Absent                       |
| Chuck Adams      | Present                      |
| Charlotte Mosel  | MCC, Manager, Present        |
| Also Present:    | Wolfgang Haas & Anna Lorezen |
- 3.0 AGENDA REVIEW, RESIDENT REQUESTS, CONSENT CALENDAR APPROVAL: Nothing additional
- 4.0 APPROVAL OF PREVIOUS MEETING MINUTES:
- 4.01 Minutes - February 2, 1998: On motion made by Adams, seconded by Grossman, and carried, it was resolved to approve the minutes as amended. Amendment being page one, 7.01, last sentence, "State Farm" changed to read **All State**.
- 5.0 REPORTS:
- 5.01 Delinquency Reports - 1.31.98  
Noted and approved as reported.
- 5.02 Financial Reports - 1.31.98  
Noted and approved as reported.
- 5.03 Bank Statements - 1.31.98  
Noted and approved as reported.
- 5.04 MCC Billing Report - 1.31.98  
Deferred to March meeting not included in package.
- 5.05 Maturing CD  
On motion made by Grossman, seconded by Rutherford, and carried, it was resolved to place \$100,000 CD maturing 5.12.98 into a money market account.

6.0 UNFINISHED BUSINESS:

6.01 Roof Repair & Flashing: With respect to the Board stopping work by Lambert Roofing due to the possibility of extensive repair of roofs, Rutherford stated that Lambert Roofing had already purchased all materials to complete the proposal dated 6.27.97, that the Board had previously approved. Board agrees. Board had Scudder Roofing inspect the roofs for future replacement; they reported replacement was not necessary and will provide this in writing to the Board. It was also noted that the roofing category in the reserve budget should be increased. It was further noted that the Association is still obtaining bids to replace the pumphouse roof. Defer. OPEN ITEM.

6.02 Terratech Report & Repairs: Granite Construction had been provided with a copy of the Terratech Report and has presented the Board with a proposal for the work contained therein. Rutherford goes through entire proposal. Adams requests more detail, ie, drawings. The Board reviews the proposal in detail. The Board, in exercise of its judgment, and due to the fact that an emergency exists in that there is, due to the inclement weather, ongoing flooding and serious damage to units 25, 78, 71 & 50 at this time, and there is more inclement weather coming, the Board makes a decision not to submit this work for competitive bids, but to approve the proposal from Granite Construction so that work can begin immediately to prevent further damage. It was noted that Granite Construction has performed satisfactory work at the property in the past, they are a large, established and reputable company in the community. The Board approves the proposal in the amount of \$31,627 which includes \$6,242 additional work (as stated in item # 4 of said proposal) to be completed across from units 59 through 25, which is not contained in the proposal. Motion made by Grossman, seconded by Adams, and carried. Work will start the end of this week. CLOSED ITEM.

6.03 Paint: No response has been received to letter sent to Saleh Company by the Association alleging problems with their work on the buildings at the Association. Board will contact 2-3 painting contractors to go through the property, home by home, and have them put together their findings. This will then be presented to counsel for the Association. Defer to find out what the "damages" are. OPEN ITEM.

6.04 Unit 44, 63 & 65 Repairs: All repairs completed. Board approves costs in the amount of: \$724.75 for repairs to units 5, 25, 63 & 65 dated 2.18.98 to Dennis Sullivan; \$50 to Apollo Sewer & Drain, 2.24.98, unit 50; \$19.45 to

Martins, 2.16.98, new tennis court grate & \$240 to Bay Pool, 2.5.98 for repairs to units 9, 11, 13 & 15; \$90 for carpet installation, 1.24.98, unit 50; \$553.10, M&H Construction Co., 2.18.98, water leak repairs unit 50. All repair costs to be taken from "minor repairs", item 7045. CLOSED ITEM.

6.05 Committees: Welcoming Committee: Report attached as Exhibit "A". Gardening Committee: Report attached as Exhibit "B". Adams will discuss trees near unit 80 garage & tennis court with City Forester, Frank Ono. Rules & Enforcement: Glen Grossman is present; no report. Architectural Control Committee: Wolfgang Haas is present; no report. Board appoints owners Bob Stevens & Ron Johnson to sit on this Committee; President Rutherford will contact them.

6.06 Budget: Wolfgang Haas has all information from the water company showing usage, etc. and will contact "Vickie" at CalAm. Will try to obtain historic usage numbers and rates the Association is being charged at. It was noted that Management had received 15 yes and 5 no indications with respect to earthquake insurance; Rutherford has 2 yes and one no & 1 abstention. Defer. OPEN ITEM.

6.07 Insurance: All State denied to offer insurance to the Association. The Board will continue shopping for insurance. The Board decided to ignore the proposal received from Lotten Insurance Agency showing a 5% deductible for earthquake insurance due to high cost. It was noted that the Association could obtain a rate for condo owners; Management will pursue. Defer. OPEN ITEM.

6.08 Unit 50 - Pest Repairs: Bill in the amount of \$830 received from Casner handed to all Board members. On motion made by Rutherford, seconded by Grossman, it was approved, under protest by each Board member present, to pay this bill. CLOSED ITEM.

6.09 Drainage: This agenda item is being completed under 6.02. CLOSED ITEM.

7.0 NEW BUSINESS:

7.01 Failing Windows: Unit 71 is experiencing fogging and failing windows. It was noted that Article 5 of the CC&R's states that exterior maintenance shall not include glass. It does not, however, cover the situation of condensation inside a

double-pane window. On motion made, and seconded, it was approved to replace unit 71's failing window(s). CLOSED ITEM.

8.0 CORRESPONDENCE:

8.01 General Correspondence: None.

8.02 Board Correspondence:

9.0 ADJOURNMENT

9.01 Schedule Next Meeting: April 8, 1998, 5:00 pm in unit 36.

9.02 Adjourned at 8:45 pm

## Exhibit "A"

### WELCOME COMMITTEE UPDATE

I have typed up a list of Board and Committee members with phone numbers to give to new homeowners. In our packet of information I have included several bits of information that I obtained from the Pacific Grove Chamber of Commerce. In there is a street map, services, transit, etc. Anything a new resident would need to know.

I am meeting with Anna Lorenzen this Monday afternoon to go over this packet and ask for her assistance in obtaining a free certificates from neighboring restaurants or businesses. I have tried unsuccessfully to reach Marcie Humphrey. She has not returned my phone calls. I tried to get a meeting together a few weeks ago and Marcie had to cancel. So I have decided to at least meet with Anna so I could submit a report. As I have discussed, I will drop Marcie a note to see if she is still interested in serving on the committee. Maybe this is not a good time for her.

Our newest homeowner in Unit #50 has not officially moved in. There was some rain damage and there are several other issues going on at the present time. I will drop them a note with my phone number to contact me when they have settled and our committee will meet with them to answer any questions they may have regarding the association and present them with this packet of information. I think we may also include a plant. This is will be something Anna and I will also be discussing further.

3/2/98

Exhibit "B"

#### GARDENING COMMITTEE UPDATE

Carol Rutherford, Candy Pollack and I have a meeting scheduled for Monday, March 9th at 3:00pm to meet with Susan McDonald to walk the property. Susan has some suggestions.

There was a tree that had fallen next to Unite #20 and it was taken care of immediately. This obviously was due to the rains.

I also have informed Susan of the issues pertaining to Unit #71 in that she wishes to have the planter box removed in front of her unit and would like a tree removed and replaced with something smaller. As of this writing, I'm not sure if the planter box has been removed and the tree issue still needs to be discussed further.

3/2/98