



One Glen Lake Drive, Pacific Grove, CA 93950
✱ <http://theglenofpg.com>

THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
June 19, 2012

CALL TO ORDER: Candy Pollock called the meeting to order at 6:05 p.m.
Board Members present: Rodger Axt, Terry Field, Glen Grossman, Lindsay Munoz and Candy Pollock.
Board members absent: None.
Others present: Six people representing five units.
Management present: Etna Monsalve, Thelander Management Company.

MINUTES: Mrs. Pollock thanked the members for their patience while the Board had a quick executive session just prior to the open session to discuss some personnel issues and a sensitive alleged dog violation. M/S/C: Grossman/Field/Unanimous: to adopt the minutes of April 17, 2012 as presented.

REPORTS:

President's Report: Mrs. Pollock reported that she addressed the Glen Heights HOA request to trim The Glen's trees to allow them a better view. She explained that trimming the trees would sacrifice the privacy provided to The Glen residents in that area. Therefore, the Association couldn't honor the request.

Four board members will be attending the ECHO Seminar on Saturday. Mr. Field agreed to drive the group.

PG&E was on site inspecting and repairing a gas line. They permanently marked the road which will be removed when roads are done.

The Fire Department was on site and claimed not to have the gate code. Mrs. Pollock explained that the code was distributed to all pertinent public agencies and confirmed that all fire trucks would have the code.

Mrs. Pollock has been addressing Arnett Park maintenance issues with PG Public Works director and site supervisor. They were shocked to see how much deferred maintenance there was. They will work with Mrs. Pollock on an on-going basis to address the park needs.

Mrs. Pollock learned that The Glen common area extends beyond the areas currently understood. M/S/C: Grossman/Axt/Unanimous: to authorize Management to contract a land survey to determine the property lines at a cost not to exceed \$1000. If the project exceeds the limit, then Management is instructed to seek three bids.

Mrs. Pollock thanked all committee chairs for submitting written reports in advance of the meeting. The Board requested that committee reports be attached to the minutes.

Financial Report: Mr. Field reported that he has reviewed The unaudited financial statements. Expenses are currently under budget but insurance and maintenance are over budget for the year to date. Insurance payments will balance out by the end of the

year but Maintenance must be controlled. An outstanding expense is pending approval. M/S/C: Axt/Grossman/Unanimous: to approve \$7780 from Reserves to Peninsula Fence for fence work. M/S/C: Field/Munoz/Unanimous: to accept the May unaudited financial reports as presented. Mr. Field researched several reserve study companies and recommends a three year contract with Association Reserves, Inc., which recommendation received unanimous approval by the board, for a three year plan at \$720 per year with the first year to include a site inspection and the following two years to be no-site annual updates.

Maintenance Report: Mr. Axt reported needed maintenance on the side wall at unit 65. M/S/C: Axt/Field/Unanimous: to approve \$3750 for Schlegel Construction to repair and paint the areas in need.

Tree Report: Mr. Axt reported a dead tree at unit 63 shall be removed.

Gardening Report: Ms. Bomberger submitted a written report here attached.

Lake Report: Ms. Bomberger submitted a written report here attached.

Architectural Control Report: Mr. Morley submitted a written report that one application to replace a garage door was approved.

Website Report: Mr. Morley submitted a written report that there was no new activity.

New Resident Report: Ms. Lauritsen submitted a written report that there was no new activity.

Community Committee: Mrs. Munoz submitted a written report. July 4th Picnic is at 12pm on the lawn. Please RSVP to The Glen via the on site mailbox. The Glen Garage Sale is scheduled for September 29. More information will be distributed later. The Feast of Lanterns is scheduled for July 25-29.

Rule Compliance Report: Mrs. Pollock reported that she discussed the lattice violation at unit 9 with the property manager. The Association will remove the lattice. A parking violation was reported to the Violation email and corrected. Some dog violations were also reported. All residents are reminded that Association rules and City ordinance requires that dogs must be on leashes at all times when allowed outside of the unit fenced in patio. Residents with dogs are reminded that incessant barking is a nuisance and therefore a violation of the CC&Rs. Owners with such dogs can be cited for this violation. Several owners present at the meeting stated that the barking of one dog disturbed them in their home. Residents are reminded that the best and most efficient solution is to contact Animal Control.

Mrs. Pollock stated that the current policy requiring board action at an open session to address violations prevents prompt and efficient correction of the violation. M/S/C: Grossman/Field/Unanimous: to authorize any two board members to approve a violation citation and instruct Management to send an initial courtesy notice.

Legal Issues/Liens: Mr. Grossman reported that A.S.A.P. Collection Services never replied to his request for review of the closed collection case where the Association lost several months of assessments because of the delay to process a settlement offer. The Board decided to remove this item from the agenda.

AD HOC COMMITTEES:

Budget Committee: Mrs. Pollock reported that the Committee will begin work on the 2012-2013 Budget. Mr. Field will work with Ms. Shelstad and Management.

Election Committee: M/S/C: Pollock/Grossman/Unanimous: to re-appoint Ken Morley as the Election Inspector. M/S/C: Grossman/Field/Unanimous: to approve the election schedule created by Mr. Morley. Management recommended including the 50% quorum requirements on the Annual Meeting Notice but Mr. Grossman stated that there were no quorum requirements. He said one ballot would suffice for a valid election.

UNFINISHED BUSINESS:

Gate and fence work: Mr. Axt reported that the remaining work needed was proposed by Peninsula Fence. M/S/C: Field/Grossman/Unanimous: to approve \$11,600 from the operating excess of 2011 to complete the fence work to extend the fence.

French doors at unit 58: Mr. Axt reported that after extensive review of the damage and discussion with the owner, he proposes a joint remedy and a hold harmless agreement from the owner. M/S/C: Axt/Grossman/Unanimous: to provide double-pane glass French doors primed and painted. The owner will pay for the hardware and the cost to install the doors as well as any interior work required. The owner will also have to trim and maintain the hedge in that area to four feet in order to allow circulation of air.

NEW BUSINESS:

Request for extra gardening hours: Ms. Bomberger requested approval to hire extra help for on-going projects as needed. M/S/C: Munoz/Axt/Unanimous: to approve an additional twelve hours of labor from Greenscape Inc. at a cost not to exceed \$342.

Resident planting in front of units: Tabled.

Define Exclusive Use Common Area of each unit: Tabled.

Common area irrigation/drip system: Ms. Bomberger request approval to seek three bids to convert irrigation in a couple of zones to drip irrigation. M/S/C:

Grossman/Field/Unanimous: to authorize Ms. Bomberger to request the three bids for converting two zones or more from the current irrigation to drip irrigation. The Board will allow the use of the full remaining irrigation budget for this expense.


OPEN FORUM/RESIDENT REQUESTS: Owners discussed the need to convert to drip irrigation to control water expense in light of rising water costs. Members commented on the pet limit. They discussed front entrance landscaping and Mr. Axt said the Board would consult a landscape designer. An owner reported an alleged parking violation at unit 94. One member discussed the need to reduce the number of rentals. One member complained of a dog off a leash every day.

NEXT BOARD MEETING: Board meetings will be held the third Tuesday of each month at 6pm at the Forest Grove Clubhouse. The next meeting is July 17, 2012. The annual meeting is tentatively scheduled for October 16, 2012.

ADJOURNMENT: M/S/C: Axt/Munoz/Unanimous: to adjourn the meeting at 7:57 pm.

Respectfully submitted,


Etna Monsalve
Recorder


Glen Grossman
Secretary

Landscaping Report The Glen Lynn Bomberger 6/19/12
Landscaping continues to be well within its budget.

5/30/12, I contacted PG again regarding the cleaning up of Arnett Park next to us. My original contact was 3/29/12. I haven't heard anything back yet.

When doing a routine sprinkler check, I learned that two homes were tapped into and using common area water. Both residents have been contacted and the taps have been eliminated.

Landscaping Items To Be On The Agenda for Discussion

1) Irrigation System

Changing our irrigation system to drip is long overdue...changing will save us a lot of money in water bills. Forest Grove changed their irrigation from sprinklers to drip over the last two years; their water bill has gone from approximately \$4,000 each month before drip to approximately \$2,000 each month with drip. Their water bill is always high because the association pays for resident's water use also.

I would like to convert one or two irrigation zones to drip at this time. The 2011/2012 'Irrigation' budget is \$2,160 with \$275 spent since September, leaving \$1,885 remaining. I would not spend more than \$1,700 for the project in order to leave at least \$135 for irrigation for the remaining two months of our year.

I have researched to learn who will be able to do a professional irrigation job for us. I would like approval to request estimates from three or four of the landscapers listed below, including one from Greenscape.

Greenscape
Greg Morano
Rick Richardson
Todd Pasco
Dynamic Gardens
P.M. Landscaping

2) Hiring of Angel, Greenscape or another gardener for about 4 hours and as needed. Green-scape's fee for 4 hours would be \$110. The extra hours can be paid with with Landscaping budget funds which are available. Another option for payment would be with Landscaping Maintenance (Greenscape's usual fees budget) as a credit of \$342 was given 2/9/12 for man hours missed at that time—this payment method would be more logical—it would be buying back time lost early in the year. I would like the hiring of extra help to be an ongoing option as long as Landscaping funds are available.

3) Planning ahead for the 2012-2013 budget: Will the front entrance remodel project be coming out of the 2012/13 landscaping budget? I am sure we can do it for much less than Greenscape's estimated \$19,000.

Lake Report The Glen

6/19/12

Surface algae has formed just below the waterfall in the narrow and shallow section of the lake. Bluing is not needed at this time.