



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

THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
September 18, 2012

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

MINUTES: M/S/C: Grossman/Axt/Unanimous: to adopt the open session minutes of July 17, 2012 as presented. M/S/C: Field/Munoz/Unanimous (Grossman abstained due to absence from meeting): to adopt the executive session minutes of September 5, 2012.

REPORTS:

President's Report: Mrs. Pollock reported that she is working to accomplish electronic communication approval with 100% members. Just a handful of members have yet to agree. Mrs. Pollock reminded all owners that personal contact with a board member regarding Association or neighbor concerns are strictly prohibited. Any complaints or questions should be addressed to the board's email address, or if reporting alleged violations then please use the [violation@theglenofpg.com](mailto:violation@theglenofpg.com) address. If an owner doesn't have email capability, please call Management at 831.758.2855.

Financial Report: Mr. Field reported that he has reviewed the unaudited financial statements. Operating expenses were under budget for the year. A larger surplus was anticipated but unexpected increased water costs and tree work exhausted most of it. M/S/C: Field/Axt/Unanimous: to accept the August unaudited financial reports as presented.

Maintenance Report: Mr. Axt reported that lights have been replaced and the trash hauled away.

Gardening Report: Ms. Bomberger submitted a written report. Ms. Bomberger reported that although water usage has been minimized to control cost, more water is needed.

Lake Report: Ms. Bomberger reported that bluing was put in the lake, at the end of August, in an effort to reduce algae on the creek rocks..

Architectural Control Report: Mr. Morley reported one approved request from the new owner of #34 to install a TV dish.

Website Report: Mr. Morley reported no new activity.

New Resident Report: Ms. Lauritsen submitted a written report that there is a new owner in unit 34.

Community Committee: Mrs. Munoz submitted a written report. There are ten confirmed participants for this year's garage sale. It will be published in the Monterey Herald and

Craig's list. Signs will be posted the day of. Last minute units are still welcome, Saturday, Sept. 29, 8:00 am - 12:00 noon.

The World Famous Glenn Miller Orchestra will be performing at the PG Performing Arts Center on Nov. 1 at 7:00 pm. Tickets are \$25 each and can be purchased from Lindsay in #72 or online at [www.performingartscenterpg.org](http://www.performingartscenterpg.org).

Rule Compliance Report: Mr. Munoz reported that several violations were received at the violation email address. Procedural matters were addressed; the violation email will be forwarded to the entire Board. One Board member is charged with tracking the violations and replying to the reporting party that the report was received. Two board members must then send confirmations of each violation. Once two board members confirm the violation, then the tracking board member will refer the violation and board approvals to Management for the initial violation notice. The board member will report all violation activity at the next meeting. Mr. Munoz reported all the alleged violations submitted. The Board instructed Management to send a violation notice to unit 54 regarding multiple resident vehicles parked in guest parking, children in the common area unsupervised, and the garbage overflow incident.

#### AD HOC COMMITTEES:

Election Inspection Committee: Mr. Morley reported that twenty-seven ballots have been received and quorum is thirty-one. Polls close October 7<sup>th</sup>. The meeting is October 9<sup>th</sup>.

Front personal planting areas: Tabled pending Board review of the written information presented.

#### UNFINISHED BUSINESS:

Reserve study: Mr. Field reported that he reviewed the reserve study draft. M/S/C: Field/Grossman/Unanimous: To exclude the following common area components from funding by Reserves and have their maintenance funded with normal monthly operating expenses: 1. Tennis Court 2. Lake. The Board discussed needed changes to the reserve study. M/S/C: Grossman/Axt/Unanimous: to request that the following edits be made; correct the dollar amounts, delete the statement about the City of PG responsibility for the lake, and add a disclosure that the lake and tennis court were omitted from the reserve study because the Board expects to maintain these out of the Operating Maintenance budget.

Gate and fence work: Mr. Axt reported that work is in progress.

Policy to define extent of rear exclusive use common area : The Board discussed exclusive use common area versus resident private use of generally inaccessible common area. Management explained that the Board cannot grant common area to be encroached by an owner. Exclusive common area is defined in the deed to each unit. Board granted use of additional common area is temporary and must adhere to California law. A contract with the owner should define maintenance responsibility of the common area and what if any improvements will be done to this common area. The Association is not obligated to plant owner preferences in common areas. An owner may request Board approval for his preferred plantings in the common areas. The Board may consider such requests based on such criteria as whether or not the request follows the general association landscaping standards, whether or not the request can or will be maintained by the owner or the association, and whether or not the request will increase any cost to the association. M/S/C: Grossman/Axt/Unanimous: to authorize the Architectural Review Committee the discretion to approve extension of private use of common areas behind units where no one

has general access up to the length of the specific unit.

Irrigation zone conversions: Ms. Bomberger requested approval for additional funding. She will present bids from two landscapers. The Board tabled this discussion pending completion of year end financials to determine available funds.

Property line survey: Management researched land use attorneys in Pacific Grove to address negotiations with the City of Pacific Grove. Kathleen Clack was named as a possible candidate. The Board appointed an Ad Hoc Committee, Diane Hardcastle, Candy Pollock, and Glen Grossman, to discuss the attorney candidates and lead the project.

Water study: The Board and Ms. Bomberger discussed water conservation and cost control and monitoring. Ms. Bomberger will continue to review the water bills.

**NEW BUSINESS:**

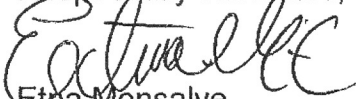
No new business.

**OPEN FORUM/RESIDENT REQUESTS:** Owners commented that the landscaping is suffering from lack of water.

**NEXT BOARD MEETING:** The annual meeting is scheduled for October 9, 2012 with a short board meeting to follow for election of officers and committees and to set the November meeting date.

**ADJOURNMENT:** M/S/C: Axt/Field/Unanimous: to adjourn the meeting at 7:25 pm.

Respectfully submitted,

  
Etna Monsalve  
Recorder

  
Glen Grossman  
Secretary

Landscaping Report □ The Glen □ Lynn Bomberger 9/18/12

#### Irrigation Findings

2 more sprinklers that were on common water inside a resident's fenced yard were capped.

I continue to locate broken and leaking sprinklers.

Landscaping improvements have temporarily been slowed because of the Labor Day holiday and the numerous repairs needed to sprinklers.

The gardeners plan to apply a product named SeaQuest to the problem areas of lawns to help with water absorption.

#### Landscaping Items To Be On The Agenda for Discussion

Zones suggested for conversion from sprinklers to drip—see separate document

Irrigation contractors to contact for proposed conversion to drip:

Greenscape

Rick Richardson of Valley Hills Nursery

#### Clarification of Irrigation Immediately Behind Units

Please define whether the HOA or residents will be responsible for irrigation of plants requested by residents that have been planted directly behind their homes and home fences.

Drip irrigation will soon be installed in some zones that have such plantings—I would like to know if those areas will require drip irrigation.