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One Glen Lake Drive, Pacific Grove, CA 93950  
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THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES

The Del Monte  
1229 David Avenue  
Pacific Grove, CA 93950  
May 28, 2013

CALL TO ORDER: Diane Hardcastle called the meeting to order at 6:00 p.m.  
Board Members present: Rodger Axt, Terry Field, Glen Grossman, Diane Hardcastle, and Lindsay Munoz.  
Board members absent: None.  
Others present: Nine owners representing seven units.  
Management present: Etna Monsalve, Thelander Management Company.

MINUTES: M/S/C: Field/Axt/Unanimous: to adopt the minutes of the April 16, 2013 board meeting and May 14th executive session as presented. On May 14th, the board voted to approve new gate controllers and remotes for a total of \$7,880. The board also approved a new component in the reserve study for irrigation with an allowance of \$15,000.

REPORTS:

President's Report: Ms. Hardcastle reported that the association received a certificate of acknowledgement from the reserve study company, Association Reserves Inc, for the strongly funded reserves. She also reported that the road project had been well managed by Mr. Axt, who dealt with unplanned challenges. She thanked both Mr. Field and Mr. Axt for these accomplishments.

Financial Report: Mr. Field reported that expenses are tracking the budget and updated the board on current certificates of deposit. M/S/C: Field/Grossman/Unanimous: to accept the March and April 2013 financial reports.

Maintenance Report: Mr. Axt reported that previously approved work is still pending completion including gutter repair, tree trimming, and wood rot at units 104, 13, and 12.

Landscaping: Mr. Munoz reported several landscaping issues submitted by various owners. He will address a series of new requests.

Lake Report: No report presented. The board discussed the algae growth and heard a suggestion from an owner for a four part treatment called BioVerse. This owner, Mr. Murai, will work with Ms. Bomberger to present a solution. The landscaper will be asked to skim the algae from the surface of the lake.

Architectural Control Report: Mr. Morley reported in writing that a new garage door was approved at unit 71. Resetting of patio bricks was approved at unit 36 and extending a downspout. Patio fence height addition was also approved at unit 36.

Website Report: Mr. Morley reported no issues. The board asked him to send an email blast to all owners to personally claim their gate openers at Mr. Munoz' unit this Saturday morning. Mr. Morley will also post the reserve study certificate and letter from the treasurer as well as the latest insurance policy renewals.

New Resident Report: Ms. Lauritsen reported that there were no new residents.

Community Committee: Mrs. Munoz reported that the 4th of July barbeque is scheduled and information will be distributed soon. The Annual yard sale will be held September 7th with details to be announced.

Rule Compliance Report: Mr. Munoz reported that no violations were reported to the violation email but two parking issues were reported to the board. A window covering violation was corrected. The patio maintenance at unit 84 has not been completed. One owner will take photos for Management to email the out of town owner who is not clear as to the maintenance needed.

Legal Issues/Liens: No action pending.

#### AD HOC COMMITTEES

Land use: The City of PG planners have not responded. M/S/C: Field/Grossman/Unanimous: to table until further notice.

#### UNFINISHED BUSINESS:

Pedestrian gate status: Mr. Axt reported that the metal piece to prevent keyless access must be extended and repair is pending.

Dog waste management: The board and members present discussed improvement of dog waste in the community. The temporary policy will remain in effect requesting that no dogs from neighboring Glen Heights be walked in The Glen and The Glen residents will not walk their dogs at Glen Heights.

Front gate repair and remotes: The exit gate requires pulling up close to it to trigger the sensor, which was installed per code requirements as per the gate company, Central Coast Ornamental Iron Inc. The association will also provide one gate remote opener per unit to owners only. Owners must claim the clicker personally and sign for receipt.

Road work: Mr. Axt reported that Granite Construction had completed the road removal and replacement including the replacement of six speed bumps plus one new speed bump. Ty Cedars of Granite Construction advised relocating two speed bumps to new locations due to his expert assessment that their current location was a liability to the association. The new speed bumps are in accordance with industry standards and in compliance with the American Disabilities Act. Mr. Axt also reported that Waste Management trucks drove on the street before

it was ready. He has requested a repair quote from Granite and a meeting with Waste Management's insurance representative.

NEW BUSINESS:

Rapid notify system: Tabled.

CPA engagement: M/S/C: Field/Axt/Unanimous: to engage CondoCPA to complete annual review and tax returns within legal deadlines after the end of the fiscal year at a cost of \$1,610.

Work notice to impacted residents: Mr. Axt is asked to notify impacted residents of scheduled work.

Landscape-Grass-Landscape Architect: The board reviewed Mr. Morley's report of suggested areas of grass removal. Mr. Lindsay will request a proposal from the landscapers for the cost of removal and plant replacements for these areas. The board also received a proposal from an architect to create entrance landscape designs. The board will discuss this further at future meetings.

OPEN FORUM/RESIDENT REQUESTS: Mr. Grossman asked when the budget committee would begin working on the next budget and what the procedure is. M/S/C: Field/Axt/Unanimous: to appoint Management and the president to work with the treasurer as the budget committee. They will draft and edit a budget via email for board review at the June meeting with adoption no later than the July meeting.

Additional gutter repair needs were reported which Mr. Axt will add to the list.

Unit 110 requested authorization to occupy guest parking for one week pending unpacking of household goods to be delivered and initially stored in the garage. Ms. Hardcastle approved the request.

A tree branch at unit 42 is in need of trimming.

NEXT BOARD MEETING: The next board meeting shall be held June 18, 2013 at 6pm at The Del Monte Residential Care at 1229 David Avenue.

ADJOURNMENT: M/S/C: Hardcastle/Field/Unanimous: to adjourn the meeting at 7:45 pm.

Respectfully submitted,



Etna Monsalve  
Recorder



Glen Grossman  
Secretary

6/18/2013