



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
October 15, 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: Eight owners representing seven units.

Management present: Etna Monsalve, Thelander Management Company.

Annual Meeting: Rescheduled to November 19, 2013. M/S/C: Lee/Axt/Unanimous: to instruct Management to draft the notice, agenda, and ballot for distribution to owners with the information required for the adoption of 2012 annual meeting minutes and the operating excess funds tax resolution.

BOARD APPOINTMENT: The board acknowledged Mr. Grossman's resignation from the board of directors and thanked him for his service. M/S/C: Field/Munoz/Unanimous: to appoint Stephanie Lee to fill the vacancy.

MINUTES: M/S/C: Axt/Field/Unanimous: to adopt the minutes of the September 17, 2013 board meeting as presented.

President's Report: Ms. Hardcastle thanked committee volunteers and announced that Jerry Loomis has been appointed to Lake Committee.

Financial Report: The Board reviewed the September financial reports. Mr. Field requested Management clarify an accounts payable posting of \$3442, owner's equity posting difference from August 2013 to September 2013 balance sheet, and CD purchase update.

Maintenance Report: Mr. Axt reported that gutters at unit 92 and 94 were repaired although Management reported that they wouldn't alter the drainage flow to divert water off of one unit onto another. Additional work is needed to redirect water currently flowing onto the unit 92 patio. Gutter repairs are also needed at unit 110. Mr. Axt will discuss needed work with RainMan Gutters. Schlegel Construction completed siding repairs. Ms. Hardcastle submitted a bid for section 1 work needed at unit 88. Management clarified that California Civil Code prohibits planned unit development associations from treating for wood destroying pests. In this case, the association is only making needed repairs to that fall within the maintenance responsibility of the association as set forth in the CC&Rs. M/S/C: Axt/Field/Unanimous: to approve the cost of \$2195 to Cypress Termite Construction Company for the needed section 1

work as proposed in the bid. The board reviewed an estimate from handyman Dennis Sanchez for eight hours at \$40 per hour to complete pedestrian gate repair, fence replacement of a 2x6 redwood or pressure treated lumber, and painting at various locations specified. This work and expense falls within the authority of the Maintenance Chair and has been approved. Work shall be scheduled immediately. Mr. Axt will review the painting locations with Dennis Sanchez to include one area that Ms. Hardcastle didn't show him during his site visit.

Gutter and Roof cleaning: Management presented two bids. A&R Gutters bid \$4560 to clean roofs, gutters, and downspouts and haul away debris. Dennis Sanchez bid \$3500 plus hauling costs estimated at over \$100 per load. Management recommended A&R Gutters because of license, insurance, manpower, and availability to complete the work sooner rather than later. M/S/C: Axt/Field/Unanimous: to approve A&R Gutters to complete the work at a cost of \$4560 to be paid from reserves. Work will be scheduled and reported to residents.

Review of responsibility for patio drainage: The board discussed the problem of water exiting a downspout at unit 65 patio and returning to pool against the unit. Mr. Axt said the problem exists at unit 94 as well and should be addressed in the same way. Dennis Sanchez submitted an estimate of \$500 to trench and install a new 6" x 6" drain with a 3" flex pipe tapped into the existing drain and flowing into a French drain. Mr. Axt will address the needed work at both units.

Contracting a handyman: Management reported that Dennis Sanchez requested a minimum monthly wage guarantee of \$400 for up to ten hours per month to address as needed maintenance as well as any project management. However, Dennis Sanchez has no contractor's license. He would have to be hired as an employee for whom the association would have to pay employee costs. Other licensed construction companies with general contractor license charge \$45 per hour. The board decided not to hire anyone and instead will consider a project manager when needed.

Tree Report: Two trees, one near unit 94 and one near unit 86, will be removed. Mrs. Pollock suggested the arborist also look at another tree which also appears dead.

Lake Report: Mr. Murai reported successful control of algae growth but recommended on-going treatment to avoid overgrowth. Mr. Field reported that he will order twelve spheres of product at \$60 each. Mr. Murai also suggested dredging of the lake in the future as a long-term maintenance item. He is working on a long-term maintenance plan and will present it to the board upon completion.

Architectural Control Report: Mr. Morley reported no new activity.

Website Report: Mr. Morley reported no new activity.

New Resident Report: Ms. Lauritsen reported no new activity.

Community Committee: Mrs. Munoz reported no new activity.

Rule Compliance Report: Mr. Munoz reported that the dog from unit 40 was off leash and attacked a leash dog. Management was instructed to send a violation notice. All residents and owners are reminded to train dogs to not urinate on shrubs or grass.

Legal Issues/Liens: No issues.

Landscaping: Mr. Munoz submitted the Greenscape proposal for \$4640 to remove lawns, add mulch and convert sprinklers to drip irrigation. M/S/C: Axt/Hardcastle/Unanimous: to approve

the cost to be paid from reserves. Mr. Munoz reported that ice plant removal and replacement at unit 42 by Greenscape at a cost of \$920.00 is to be completed during October. New privacy shrubs at unit 72 at a cost of \$825.00 have been installed.

UNFINISHED BUSINESS:

Engineering report for unit 110 ground issue: Due to unavailability of Ekim Engineering, contacted by Mr. Axt, the Board instructed Management to contract another engineer and get the property inspected immediately. Management confirmed that an inspection is scheduled with the unit owner by Soil Surveys Inc.

Ad Hoc Committee to work on CC&Rs changes due to revised Davis-Stirling Statutes: Mr. Grossman reported that the work is in progress. The association is under no obligation to rewrite the CC&Rs.

Final billing from landscape architect: Hasn't been submitted.

NEW BUSINESS:

Pest control for raccoons: Management reported that the first contractor only submitted a telephone quote which was explained via email to the board. The second contractor, Critter Getter, submitted a written proposal presented to the board at the meeting. The board discussed the proposal. M/S/C: Lee/Munoz/Unanimous: to approve the proposal from Critter Getter for two traps whose location will be described by Mr. Axt to Critter Getter.

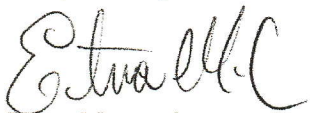
Mosquito fish: Mr. Grossman has picked up mosquito fish from the county and placed them in the lake.

OPEN FORUM/RESIDENT REQUESTS: Mrs. Pollock suggested members volunteer to clean the mailbox kiosks. She offered to clean the one she uses and Mr. Field offered to clean the one he uses.

NEXT BOARD MEETING: The next board meeting shall be held November 19, 2013 at 6pm at The Del Monte Residential Care at 1229 David Avenue.

ADJOURNMENT: There being no further business, the meeting was adjourned 7:55 pm.

Respectfully submitted,



Etna Monsalve
Recorder



Secretary