

The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
November 19, 2014

Board Members

Al Munoz-Flores	President (Absent)
Terry Field	Vice President/Treasurer
Stephanie Lee	Secretary
Rick Murai	Director at Large
Connie Shelsatad	Director at Large

Others Present

Tim Dillon	Access Association Services Inc.
Nine Homeowners	

Item I Called to Order

The Board of Directors meeting was called to order at 6:00 PM by Secretary, Stephanie Lee.

Item II Reorganization

The Board of Directors were voted to the above stated positions.

Item III Consent Agenda

A motion was made, seconded, and unanimously approved to accept the consent agenda as presented:

- A. Minutes of the October 15, 2014 Board Meeting;
- B. Work Order Summary;
- C. Correspondence Summary.

Item IV Action Items

- A. Management reported that only one response to the lake dredging bid has been received, Don Chapin Company has submitted the estimate to dredge the lake at a cost of \$65,050 not including the cost to drain the lake or providing access for the equipment. Management was directed to submit the bids again to Granite Construction and Monterey Peninsula Engineering for consideration. Andy Carr volunteered to present the request to the owner of MPE.
- B. The Glen Heights Community Request to trim trees for improved ocean views at The Glen was discussed by the Board and several of the affected homeowners. After a discussion and consideration, the Board noted that pruning association trees to improve the ocean view for Glen Heights owners will in fact negatively affect the forest view of owners at The Glen and the Board of Directors unanimously voted to deny the request.
- C. Management reported that there were no additional reports from the city on the construction project above the complex at 938 Sydia. Jeffrie Price commented that the canopy has been removed; however the retaining wall construction is probably not up to current code. Management will follow up on the status with the city.
- D. Gutter Cleaning bids were received from A&R at a cost of \$4560 and from Commercial Gutter at a cost of \$2400. After a brief discussion that the quote from Commercial Gutter will have a warranty to clear blockages through May 2015 at no cost to the association, a motion was made, seconded and unanimously approved to use Commercial Gutter.

- E. The Board of Directors reviewed the architectural request appeal for #88 that was denied by the architectural committee on the basis that the request presented to extend the patio would encroach on the common area. After a lengthy discussion on this and other patio's extensions that were installed by the developer or without architectural review. Connie made a motion to allow the extension, for lack of a second, the motion failed. Terry made a motion to uphold the committee recommendation, seconded by Rick and carried by a vote of three in favor, one opposed to keep with past practice and uphold the committee's decision to deny the request as the extension would extend into the common area.

Item V Committee Reports

1. Presidents Report – No Report
2. Maintenance – Ken Morley provided a written report on the condition of the concrete V ditches along the property that may require repairs. Management will submit the report to contractors for obtaining bids.
3. Financial Report Terry Field- Terry reported that the year to date surplus for the two months ending in October. The association was running at a \$ 1,956 surplus. Water for the month of September was \$1,653 and for the year we have spent \$3,418 in water. Terry noted that for the same period last year the water cost was \$4,620 which shows a savings of over \$1,200 in water for the same period this year.
 - Terry Field reported that the 2013/14 financial review was completed by Condo CPA. The review stated that all financial statements are in conformity with standard accounting principals. Terry made a motion that was seconded and unanimously approved to accept the financial review as presented. Management will make arrangements to mail the review to all homeowners.
4. Maintenance - Management reported on the status of maintenance work orders noting that a few work orders remain not completed by Jason; however management will follow up on the remaining items.
5. Lake Report – Rick Murai requested the status of the lake maintenance; Stephanie reported that Aquajett was not servicing the lake since the rain had filled it and the algae was no longer a problem. Rick asked if the diverse was being continued, Stephanie suggested that Rick contact John Jett to confirm.
6. Architectural Report- No new submissions, the appeal by #88 was voted on in action items.
7. Website- Ken Morley – No report.
8. Betty Lauretson – Betty reported that there are new residents in #59 and #82 was vacant.
9. Community Committee Patti – The first week of December the committee will begin Christmas decorations around the community.
10. Landscape Committee- Pat Bradley has accepted the position as Landscape Committee Chair. Lindsay Munoz provided the following closing report for landscape;
 - ✓ Tree pruning has been completed
 - ✓ Two shrubs still need to be planted in the front of #72
 - ✓ The final sprinkler replacement project to remove and replace sprinklers from #104 to #71 should be completed by year end.

Item VI Open Forum

1. Andi Carr had questions in regard to the shrubs in front of the house dying. Reports that a contractor dumped something behind the shrubs had been reported.
2. Andi also commented that Quail Lodge was completing a dredging of their lake and she would volunteer to take our bid to the owner of MPE to insure that they bid the project.
3. Jeffrie requested that the drain behind the house be cleaned as it is overflowing with leaves and pine needles.
4. Vanessa from #88 questioned the Board about equal enforcement on the patios. A brief discussion ensued regarding documentation on existing patio conditions and how to prevent encroachment.
5. Connie Shelstad commented that the position on the Board is taking more time then anticipated and she would like the Board to find another volunteer to replace her position.
6. Betty Lauritsen thanked the outgoing members and the new incoming board members for all the work they do for the community.
7. A brief discussion ensued about the Glen Heights residents walking in The Glen community late in the evening. Rick suggested a curfew of 10:00 PM be sent to the association along with a reminder letter about dogs not using the grass or plants. This item will go on the next agenda.

Item VII Next Board of Directors Meeting

The Board of Directors voted on a new meeting day and time to meet Board scheduling. The next meeting is scheduled for January 20, 2015 at 4:00 PM at the Forest Grove clubhouse.

Item VIII Adjournment

There being no further business before the Board of Directors the meeting adjourned at 7:21 PM.