

The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
February 10, 2016

Board Members

Al Munoz-Flores	President
Terry Field	Vice President/Treasurer
Stephanie Lee	Secretary
Candy Pollock	Director at Large

Others Present

Tim Dillon	Access Association Services Inc.
Tanya Morgan	Access Association Services Inc.
Sheila Munoz-Flores	Owner #13
Ann Elkin	Owner #92
Peter Hashim	Owner #92

Item I Call to Order

The Board of Directors Meeting was called to order at 4:00 PM by President Al Munoz-Flores.

Item II Consent Agenda

A motion was made, seconded, and carried to accept the Consent Agenda:

- A. Minutes of the January 13, 2016 Board Meeting
- B. Work Order Summary
- C. Correspondence Summary

Item III Action Items

- A. Lake/Pond Status Update – Quilici Gardening Report & Bid – The board met with Randy Quilici prior to the board meeting. Randy reported that the soils collected were below EPA Regulations and far below hazardous conditions. Work is in progress to determine whether the tennis court is a viable option for the dewatering containers for the silt removal project. Tabled to a future meeting.
- B. Allied Tree Bid – A discussion ensued regarding the bid previously submitted by Allied Landscape. The bid for \$12,910 was approved. Dick Nutter will meet with Ray from Allied Landscape to review additional work to be done. A motion was made, seconded and carried to approve additional work, not to exceed \$14,535. It was additionally approved that the tree work will be paid as a Reserve expense. Management will request that the tree at Unit 21 and trees offsite near Unit 71 be inspected by a City Arborist, should they not be included in the additional Allied bid.
- C. Empire Works Painting Project Status Update/Dry Rot Project Update – A recent walkthrough with representatives of Empire Works Painting was discussed. The painting project is complete with the exception of two entry doors and minor additional trim work to be completed with the touch up painting at the end of the dry rot project. The Dry Rot Project is scheduled to begin March 1, 2016 (weather permitting). Empire will notify all affected units 48 hours prior to the start of work.

D. Old/Other Business

- Management reported that Commercial Gutter Cleaning will be onsite the week of February 29th to complete the gutter cleaning.
- Homeowner Request – 42 Glen Lake Drive – Additional bids were requested by the board – Tabled.
- Central Coast Exterminator – A motion was made, seconded and carried to end bate station service.
- New Tree Planting – Management will contact Greg from Greenscapes to move forward with new tree plantings as previously requested by Pat Bradley.

Item IV Committee Reports

- A. Presidents Report – Albert Munoz Flores – Al reported that a proactive approach to the El Nino winter has resulted in minimal damage to the association. It is recommended that the hydro-jetting of the drains be an annual procedure.
- B. Financial Report – Terry Field
- Period ending January 31, 2016 – Terry reported that there is currently a \$0.47 surplus in Operating. The projection for the next month is a \$5,000 surplus. The Reserve balance exceeds budget by \$55,000 which will be used to pay expenses for the Painting Project, Tree Trimming and Removal, and Lake/Pond Cleaning. There is \$50,000 in Reserves budgeted for the lake/pond clean up. A motion was made, seconded and carried to note in the Minutes when a bid is approved and whether that expense will come from the Operating Account or from the Reserve Account.
- C. Maintenance Report – Management
- Management reported that Randy Quilici will meet with A & R Plumbing to determine if the drain at the tennis court flows into the lake/pond, thereby becoming a viable location for the dewatering of the proposed containers for the lake/pond clean up process.
- D. Lake Report – Stephanie Lee – None.
- E. Architectural Report – None.
- F. Website- Ken Morley – None.
- G. New Resident Report – None.
- H. Community Committee – None.
- I. Landscape Committee – Pat Bradley – None.

Item VI Next Board of Directors Meeting

The Board of Directors Meeting is scheduled for March 9, 2016 at 4:00 PM at the Forest Grove Clubhouse.

Item VII Adjournment

There being no further business before the board, the meeting adjourned at 4:35 PM.