

The Glen of Pacific Grove Homeowners Association
24571 Silver Cloud Court Suite 101
Monterey, CA 93940
(831) 647-2442

Minutes
Board of Directors Meeting

The Board of Directors Meeting was held on August 19, 2020 via Zoom Video Conference Call. Glen Grossman, President, called the meeting to order at 4:00 pm and a quorum was established.

The following Board members were present:

Jackson Chih
Lindsay Munoz
Glen Grossman
Diane Hardcastle
Janine O'Brien

Regency Management Group:

Jeff DeMers
Liane Cunningham

Members Present:

Jeffrie Price Ann Elkin Robin Crandell
Patti Munoz Vanessa Toureau

Officer Reports

Presidents Report – Glen Grossman

Glen Grossman reported that Al Munoz would like to convey a warning of mountain lions. They have been seen in the area and he wants to remind people to be aware of their surroundings.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from July 15, 2020 and the Executive Session minutes from August 7, 2020. The Board approved the minutes as written.

Motion: Glen Grossman moved approval of the Board of Director minutes from July 15, 2020 and the Executive Session minutes from August 7, 2020, as written. Jackson Chih seconded the motion. Motion carried.

Executive Session Update – July 15, 2020 – The Board discussed rule violations.

Executive Session Update – August 7, 2020 – The Board discussed the contract for the lake dredging project.

Treasurer Report – Jackson Chih, Treasurer

Liane Cunningham provided a report of the Association's financial condition as of July 31, 2020.

Operating Fund

Balance Sheet - Operating

- Cash in Bank
 - Alliance Bank - \$24,121.74

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- Account Receivable net amount of \$682.03

Income Statement - Operating

- Revenue - Total operating revenue billed for the month was \$12,695.33.
- Expenses – The total operating expenses for the month were \$12,828.41, resulting in a year to date operating fund excess of \$8,632.12.

Reserve Fund

Balance Sheet - Reserve

- Cash in the Reserve Fund - \$537,120.07
 - Charles Schwab (Reserve) – \$97,120.07
 - Wells Fargo CD (Reserve) - \$100,000.00
 - Discovery CD (Reserve) - \$40,000.00
 - Harris Bank CD (Reserve) - \$100,000.00
 - Customers Bank CD (Reserve) - \$100,000.00
 - Texas Capital Bank CD (Reserve) - \$100,000.00

Income Statement - Reserve

- Revenue – Total reserve revenue for the year is \$48,615.15.
- Expenses – Total reserve expenses for the year are \$9,765.47 resulting in a year to date excess of \$38,849.68.

Financial Statement Review – Each Board member confirmed they have reviewed the July 31, 2020 financial statements.

Property Report

Jeff DeMers updated the Board on the items in which he has been involved with over the past month.

Refurbish of Tennis Court – The refurbishing of the tennis court has been completed. During the project, the storage shed was not removed and Saviano Company, Inc was only able to paint up and around the shed. Regency informed the Board that Saviano Company, Inc. provided The Glen with a new tennis net and poles for free. It was reported that somebody has vandalized the net and Regency will be investigating this issue.

Fence Repairs – Regency is in the process of getting estimates for replacing the fence around the tennis court or repairing the fence. We have currently met with Cypress Coast Fence and they have provided a price to remove the existing fence and installing a 20-foot chain-link fence. We will be meeting with another company as well.

Concrete Repair – It was reported that there is a small patch of broken concrete by the pedestrian gate near the tennis court. Regency will be working on getting an estimate to remove the broken section and replace it with cement.

Lake

The Board discussed the contract from Solitude Lake Management to dredge the lake. Solitude Lake Management will relocate the accumulated sediment at the bottom of the stream feeding into the lake. The sediment will be relocated into Shoresox, which will utilize the relocated sediment into part of a new, stabilized stream bank. This stream bank can be planted with native plants or sod, depending on the Board's preference. After some discussion, the Board decided this project can wait until September and they do not want anything that will obstruct the view of the creek side.

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Unfinished Business

Mailboxes – Update – Regency is waiting on a few homeowners to respond regarding mailing addresses so we can provide the three (3) new mailbox keys. At this time, Regency will move forward with the installation of the mailboxes and are looking to have them installed towards the end of September. An additional update will be provided at the next meeting.

Election Rules – The Board discussed the Election Rules which has been sent to the members for the required twenty-eight (28) day review. The Board approved the Election Rules as written.

Motion: Glen Grossman moved approval of the Election Rules. Diane Hardcastle seconded the motion. Motion carried.

Security Cameras – This Board discussed the installing a security camera at the entrance gate. Junod Electric provided a quote for an Arlo Go Mobile Security Camera at a price of \$399.99 with a 2-year contract with Verizon Wireless and a \$15 monthly service fee. He also provided three (3) options of for the location of the cameras. Option 1 is to install a tall pipe for the camera inside the entrance gate, Option 2 would be to replace the pipe for the 15 MPH sign with a taller pipe for the camera and Option 3 would be to replace one (1) pipe protecting the gate call box with a taller pipe for the camera outside the entrance. Once the Board has finalized the location for the camera, Junod Electric will provide an estimate to install the camera. After much discussion, the Board approved moving forward with Option 2 for the location of the security camera. This will be discussed at the next meeting to allow time for Junod Electric to provide an estimate for the installation.

Motion: Glen Grossman moved approval of the purchase of the security camera from Verizon Wireless with Option 2 for the location of the camera. Jackson Chih seconded the motion. Motion carried 3-1. Janine O'Brien opposed.

Earthquake Insurance – This will be discussed at the next meeting.

New Business

Rules & Regulations Revision – Parking & Vehicle – The Board reviewed the revised rules & regulations regarding parking and vehicles. The rules & regulation document will be sent to the membership for the required twenty-eight (28) review.

Motion: Glen Grossman moved approval to send the revised rules and regulations for twenty-eight (28) day review. Lindsay Munoz seconded the motion. Motion carried.

Land Survey – The Board discussed the need to have the land surveyed and asked Regency to get estimates to discuss at the next meeting.

ECHO Membership – The Board discussed becoming a member of ECHO but after some discussion decided to wait to discuss this further to allow time for Regency to get the price to become a member of CAI.

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Governing Documents – The Board discussed the estimate provided by the Association’s attorney to rewrite the Governing Documents which would consist of the Articles of Incorporation, CC&R’s and Bylaws. After some discussion, the Board agreed to discuss this further at the next meeting.

Signs Around The Glen – The Board discussed the need to replace the “Caution – Blind Curb” sign located by #10. After some discussion, the Board authorized Regency to replace the sign.

Motion: Glen Grossman moved approval to replace the “Caution – Blind Curb” sign located by #10. Janine O’Brien seconded the motion. Motion carried.

Pacific Grove Urgency Ordinance – Face Mask – The Board discussed the emergency ordinance that the City of Pacific Grove passed regarding face mask requirements. The Board would like to remind all residents that if you are not more than six (6) feet apart you must wear a face mask at all time.

Gardening – This will be discussed at the next meeting.

Budget Committee Meeting – The Board discussed scheduling a Budget Committee meeting. Glen Grossman and Jackson Chih volunteered to be on the Budget Committee.

Leash Rule Violation – This will be discussed at the next meeting.

Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications:

#46 – Replace Windows – Conditionally Approved

The Board discussed giving Regency the authority to approve all Architectural Change Applications that have standards established. This will be discussed further at the next meeting.

The Board accepted all written committee reports from the committee chairs or members. The Landscape Committee and New Resident Committee submitted a written report this month.

Board Member Comments

The Board members discussed the issue with the tennis court vandalism, what is going to stop people from stealing the broom and the squeegee that is going to be purchased for the tennis court.

Open Session for Members

The members present had questions regarding gutter cleaning, land survey and the lake.

Items for the Next Meeting:

Financial Statement Review

Mailboxes – Update

Earthquake Insurance

Security Cameras

Lake Maintenance

Land Survey

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CAI Membership
Gardening
Leash Law
Regency Management Group – Delegated Authority

The next Board meeting will be held on September 16, 2020 at 4:00 pm.

Glen Grossman adjourned the meeting to Executive Session at 5:44 pm.

Recorder

Date