

Minutes: Tuesday, March 12th, 2019*

Glendora Gardens IV Annual HOA Monthly Meeting

www.ggh4.org. – website for Glenview Lane addresses only
**(Prior minutes printed had incorrectly February 12 as meeting date)*

Call to order: 7pm, Residence, Diana Nicolaou Residence #1230

Board members present Scott Campbell, Brian Franklin, Diana Nicolaou, Steve Thomas, Chris Blackledge, and Derek McCaulley, Personal Touch Property Management Inc. (PT)

Board Members Absent: None

Property Management Info:

Personal Touch Property Management, 451 W. Bonita Ave, Suite 7
San Dimas, CA 91773 (909) 592-1562

If you prefer to mail your monthly dues, please use the payment voucher with your check, to the following address: Glendora Gardens IV, PO Box 7700, La Verne, CA 91750

Homeowners Present: Tony Hare, #1219 Tony wanted to know about any plans to plant flowering plants at the Arrow entrance, and side spaces. Added, he is concerned about roots from adjacent trees that might crack unit foundations; we may want to hire an inspector to survey the complex; finally, wood burning fireplace and the effects of smoke “down wind” on adjacent units.

The February 12th minutes were approved.

The next meeting will be at 7pm, April 9th, Pool Area (weather permitting)

Old Business

1. Overnight Parking in front of garages. This has been viewed by prior boards, and the 2019 board, as parking in a red zone. Each vehicle entrance has signs stating that California vehicle codes will be observed.
 - a. Derek drafted a warning notices which the board reviewed and approved. These notices will be mailed to all owner addresses, including owners who are renting their property.
 - b. If the offending party is a renter, the board will consider fines to unit owners.
2. Vehicle Gates Project. Brian will follow up with his contact as to status with the City.
 - a. There are many challenges, but if the installation can be approved through City permits, the board has signaled an intent to ask all owners to vote on the project.
3. Concrete repairs. Chris and Steve walked the driveways and circled areas with blue chalk areas that should be repaired. Derek recommended Green Climate Landscape and Maintenance to bid on the repairs. Sparkling Pools wants to bid on the concrete areas in the pool enclosure. Derek to handle bids from qualified companies.
4. Glendora Garden IV HOA will participate in the City and State Green Waste Program. Awaiting A&L Landscaping and Athens to deliver proper trash receptacle which will be stored in the pool area to be used exclusively for gardener green waste.

5. Replacing carrot wood tree #1223. Waiting input from owner.
6. Water shut off, from wheel to gate valve, for #1230 - awaiting replacement.

New Business

1. Transition - Have you filled Home Owner data form and submitted it to PT? Please use the contact information sheet PT sent to owners. Once they have your email address, they will send you an internet "portal" to their company. GGH IV has its own section where you can see the status of your check, receive important HOA wide broadcasts, etc. .
2. Transition – CPA auditing Financial Records from Western Condo Management. Derek stated this is in progress now that they have all records. Cost is \$700. Awaiting results.
3. Transition –Reserve Study. California law mandates that each HOA conduct a study of finances and condition of public and private areas, e.g., remaining life of tile roofs, and deliver a report to the board. Previous study containing measurements will be used by firm conducting 2019 study. PT contracted with LGH Consulting, Reserve Specialist, to prepare a written report. Cost will be about \$925, with additional costs depending on further services. Steve and Scott, if available, to meet Barbara from LGH and open pool gate and locked doors.
4. Transition – The 2018 Board voted for a \$10 per month raise in our monthly dues to \$300. As of the last financial report, some owners still are paying the old \$290.
5. Signature Cards with HOA Banks. Scott, Diana & Steve have signed bank forms for our Opus operating HOA account and the savings account at One West. The remaining bank, One West Bank on Route 66 and Grand, the above 3 officers will need to go to the bank and complete required forms, remove Isolde/Western Condo Management, and furnish personal identification to transfer control of account from Isolde to GGH IV officers. GGH IV has a CD maturing spring of next year at this bank.
6. Upgrading Pole Lights near Arrow Entrance. Steve proposed to repair the leaning pole next to #1211 and upgrade the lighting of all 4 poles to LED lighting. Board approved.
7. Steve to post a sign up sheet for units to have their dryer ducts cleaned out. We used Mr. German to do the job at a cost to the owner of \$50. More information later.
8. Leak in the Spa. The water level is going down too fast to attribute it to use or evaporation. Derek to coordinate with Sparkling Pools to have the leak repaired. Addition: Replace missing tile and broken skimmer.
9. Roof Repairs to 1243 & 1244. Both units have flat shingles that accommodated the original contractor's pool heating system. Derek presented a bid to replace shingles and damaged areas, install new underlayment, waterproof materials and new tile to match as much as possible to our existing tile. Installation includes 10 year labor workmanship guarantee. Alpha & Omega Roofing's bid will be considered with RainDance if they chose to bid. Steve to follow up with RainDance. Board prefers more than one bid due to amount of expenditure.
10. Financials. The board reviewed PT's monthly financial report. It's a bit different and more detailed. The report shows payments of dues that are "current and 30-60 + days due". It provides a better tool to maintain your association's financial health. It also reports all payments of expenses and copies of bank statements.