

Minutes: Tuesday, August 13

Glendora Gardens IV Annual HOA Monthly Meeting

www.ggh4.org. – website for Glenview Lane addresses only

Call to order: 7pm, Poolside

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

Board Members Absent: Brian Franklin

Owner/residents: #1216 has a leaking/damaged A/C line from his outside compressor into his unit. Will the Board approve a new line outside the unit? The board discussed the options and voted **4-0 to not approve the request**. Any repairs or new line must be done according to City building codes and in keeping with the appearance of the other 47 units.

Property Management Co. Info:

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

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*

The July 11th minutes were approved.

NEXT MEETING: **Tuesday September 10th**, 7p.m., Poolside (weather permitting)

OLD BUSINESS

1. **Restriping.** Awaiting start date. Cost \$1650.
2. **Replacing Missing Roof Tiles #1243/1244.** Done and looks great! Cost \$6,300
3. **Floral Project.** Awaiting cooler temperatures.

NEW BUSINESS

1. **New Mailboxes.** The late evening of 21st someone used something like a simple screwdriver and forced up 9 to 12 unit mailboxes. The thief threw mail on the ground while looking for anything of possible value. A resident returning home from a late night event noticed the mail on the ground, picked it up for safe keeping and personally knocked on doors the next day to deliver mail. Thank you for being a very good neighbor. Also, on the next morning, Monday the 22nd, Steve called the Glendora PD and Chris called the Glendora Post Office, as this was viewed as a possible federal crime. We gave as much as we knew about the events to the authorities while reviewing the “pry marks” on the box doors.

If you suspect your finances have been compromised, the Glendora Incident report is #1921739. Glendora PD: 626-914-8250

Tuesday AM, Chris, Scott and Steve went to the Glendora Post Office to learn next steps. The PO stated, “ the old box units were the property of the HOA, and replacements was our decision.” From the car we contacted Derek at PTM, and he gave us directions to one of their accounts who had replaced their mailboxes.

After seeing it, we voted to replace our old “compromised” units with high security mailboxes. The installer, All Year Construction of Chino Hills, will coordinate installation, numbering of all boxes with the Glendora USPS. We asked that installation be ASAP. Due to the security compromise, some residents have had to pick up their mail at the PO. Cost: \$5,888.

2. **Common Area Fencing.** Original concrete fencing is showing their age. Some structural posts have exposed steel rebar that are starting to rust. PTM, All Year Construction, and Steve walked the complex on July 16th to discuss the basics of the project: fix the concrete posts before they were not repairable. The bid is \$2,345 for 35 posts in the common areas: fill the gaps and cracks using rapid-set concrete and paint to match as best possible. Also 2 more posts at #1227-28 need top caps. The board approved the bid **4-0**.
 - a. **Repairs of backyard fencing** between owner yards due to shrubbery or accident. Derek stated that the fencing between owners are the responsibility of the adjacent owners to repair, confirming the policies from past boards.
 - b. **Drain Curb Replacement – West drainage into Strawberry Lane.** Soil has accumulated over the years to be at the level of the curbs. Irrigation water and soil is running over the curbs into Strawberry Lane. The job will remove and replace the old curbs with higher curbs. All Year Construction bid: \$1,235. Bid approved **4-0**.
3. **Repair broken areas in the red Stamp Concrete.** All construction submitted a bid of \$2,885 to saw-cut and remove broken, chipped or cracked areas and pouring new concrete using colors to match existing. Plus: pressure wash and paint the all red stamped concrete areas where paint has peeled off. The board approved **4-0**.
4. **Maintenance – Dumpster Bin Doors.** Chris alert the board of damage to the back west doors. They could not be closed. It happened previously to a front enclosure door. It appeared they had been hit by a heavy bin as it was rolled out of the enclosure. Our Handy Man was able to do a quick fix, but Fred advised we should install bollards as Strawberry Lane had done years before. They had experienced the same problem. Steve obtained a bid from their installer, but the board voted to ask PTM to solicit additional bids.
5. **Cars Parked in front of unit. – A Fire Lane Violation.** At the previous meeting the board voted to conduct an “Executive Meeting” with the owner of a car and the owner of the unit. PTM sent letters to the renter and the owner. Only the owner appeared and spoke for the renter. We heard some elements of reasoning from the driver, but the board asked why can't they park in their garage? The board voted **3 – 1** to not fine the owner at this time giving the renter time to park appropriately. The board had been considering a fine of \$25. This fine can be levied as many times as needed.
6. **Abandoned Car? New item.** A board member reported there appeared to be a car that has not been moved in some time. He observed there was a thick layer of dust on the glass and trash piled up inside. The license plate has expired tags, February 2018. It appeared abandoned. The board voted to notify the owner, if living in the complex, they had 96 hours to identify themselves and make the car operable. It should be noted that each entrance has posted notices of California DMV compliance.
7. **Financials.** The board reviewed PTM's monthly financial report including a report showing dues payments that are “current and any that are 30-60 + days due or more”. The board noted that necessary expenditures are being made for general upkeep and replacements of originally installed items like the roof tiles, mailboxes, various concrete repairs.