

# Minutes: Tuesday, November 12<sup>th</sup>, 2019

## 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, Brian Franklin, Diana Nicolaou, Steve Thomas, Chris Blackledge, and Derek McCaulley, Personal Touch Property Management Inc. (PTM)

**Board Members Absent: None**

**Owner/residents: None**

**Property Management Co. Info:** Personal Touch Property Management, 451 W. Bonita Ave, Suite 7, San Dimas CA 91773 (909) 592-1562 [www.personaltouchmgmt.com](http://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 October 8<sup>th</sup> minutes were approved.

**NEXT MEETING:** ANNUAL GENERAL MEETING, **Tuesday December 10<sup>th</sup>**, 7p.m., Poolside (weather permitting) Election and Ballot Count for the 2020 HOA Executive Board

**All owners:** please mail or submit your ballots to the election officer at Personal Touch Property Management.

### OLD BUSINESS

- 1. Repair Woodcrete Common Area Fencing.** Done. Work looks good.
- 2. Driveway Repairs.** Same contractor. Only the red paver areas were addressed. Problem squares were removed, fresh concrete poured, and areas repainted. Steve collected the acrylic paint used from the prior contractor. It'll stay as a reserve in our paint storage area.
- 3. Maintenance – Trash Bin Enclosures.** Doors and entry area are showing wear and tear from heavy bins hitting doors and walls in/out of all 3 enclosures. We have a bid of \$6k to install bollards to protect the doors. All Year Construction submitted a competitive bid of \$1.5k, or less than \$400 each, to install 4 bollards to protect the doors.
  - a.** The board voted 4 – 1 to approve the bid from All Year Construction.
- 4. Minutes Distribution Stand.** Our local handy man is working on an inexpensive solution to mount the minutes distribution box.
- 5. Illegal Parking.** The board will continue to monitor parking enforcement consistent with CA DMV and Glendora Garden IV CC&R's. At issue is the under-use of private garage parking and daily parking spilling over to common area parking. All residents are encouraged to make better use of their private garages.
- 6. (Repeat from previous Minutes related to mailbox break-in.)** *If you suspect your financial or identity data has been compromised, you can contact the*

*Glendora PD at 626-914-8250. Refer to incident #1921739*

## **NEW BUSINESS**

1. **Review Bids from Professional Tree Trimming Companies.** PTA presented two bids from professional tree maintenance companies: Andre Landscape and Best Tree. The Board after review of the proposals voted 5 – 0 to accept Best Tree's bid.
  - a. Best Tree will be on site **December 2<sup>nd</sup> and 3<sup>rd</sup>** to trim common area trees.
  - b. All Residents: Many parking places are under trees, especially those adjacent to the pool area. For this once a year service, ALL vehicles in these spaces have to be moved to protect your vehicles and the workers' safety. As in prior years, signs and yellow tape will be employed to remind owners to seek other legal parking for the day. Best Tree usually is on site starting around 7AM. Any car blocking tree trimming work, will to be removed, that is towed, at owner's expense. All Residents: please cooperate.
2. **Additional Lighting.** The board is reviewing options to enhance the lighting in a frequently used location – our mailboxes. We have reviewed two bids and are also reviewing how to best implement this enhancement. A non-common area tree's removal will help with visibility.
3. **Election Planning for 2020.** Candidate nomination forms were sent to all owners. PTA will perform functions of the election monitor and distribute ballots to owners to select officers for 2020. As in the past, officer positions are volunteers serving various roles without pay. They are president, vice president, treasure, secretary and member at large.
  - a. Only a few nominations were submitted. It has been hoped that more owners would see the value of participating in HOA operations. Your time and talents are your donation to the enhancement of value to your neighborhood.
  - b. Election and counting of the ballots will take place at the December 10<sup>th</sup> meeting.**
4. **New Stepping Area.** The board directed our gardeners to remove dense vegetation in front of a light pole next to the mailboxes. It'll serve as a stepping/access to the minutes box.
5. **Financials.** PTM reviewed with the board year to date expenses against budgets and some items will need to be raised, e.g., utilities and trash removal, water. Some owners are falling behind in payment of their dues. Late payments are subject to late payment fees. Pay on time please.