



*Pulu Amsic Clubhouse, 2nd Floor Conference Room
Pulu Amsic Subdivision, Angeles City, Pampanga 2009*

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**PALA Board of Directors Minutes of Monthly Meeting
Date: August 7, 2024**

1. **Call to order** - Welcome all the board and committee members. By President Rommel Bundalian the time is 9:13am.
2. **Roll Call** - The board of secretary takes a roll call by Laila Wall , takes a roll call written and announced who attended the meeting.

Board member present are as follow

- * Rommel Bundalian - President
- * Emelita Espanol - Vice President
- * Laila Wall - Corp. Secretary
- * Liezl Lames - Treasurer
- * Asuncion Nocum - Auditor

Others in Attendance:

- * Brian Craven - The Village Captain Manager & Grievance Committee
- * Je-Ann Matias - Admin Secretary Office
- * Bill Wall - Maintenance Committee
- * Guy & Roselle Breckenridge - Finance Committee
- * Ken Mc Cown - GPO Grievance & Peace In Order Committee
- * Michael Borchardt - Construction and Pool Committee
- * Stacey Michelin - Homeowner
- * Kevin West - Homeowner

3. **Quorum** - The Board chair states whether a quorum is present.
4. **Approval Of Minutes** - The board chair calls for a vote to approve the prior meetings minutes . The president calls for a vote to approve the prior meetings minutes. All the present boards was approved .
5. **Financial Report** - Treasurer Liezl Lames distributed the financial report / cash flow statement for July 2024 and led the review of it. For the month , we recorded a net surplus of PHP **740,440.14**

~ Total Collection are PHP 1,371,981.78

- ~ Total Expenses are PHP 631,541.64
- ~ Construction bond with holding is PHP 1,104,633.25
- ~ Total Office Expenses PHP 13,235.00
- ~ Repair and Maintenance + Swimming Pool PHP 12,200.00
- ~ Tools & Equipment PHP 10,150.00
- ~ Ending actual bank balances is PHP **7,848,313.08**

6. Committee Reports - Construction and Maintenance Report by Bill Wall .

- * *Completed and Ongoing Items: Phase 1 flooding repair / reduction strategy must be agreed upon and implemented immediately - Pump, overflow tank, retaining area.*
- * *Solar Light Installation*
 - Installed and installing 14 new lights replacing broken electric lights.
 - Remaining 12 light installations will be installed in required areas
 - Fabrication of new light poles for street areas required .
(24 required , cost 2K each, 48K Total)
- * Main Road Speed limit signs 10 required , 2K each, 20K Total
- * One month of Barracks water usages is 76 m3 (higher than June due to extra week in July, 5 weeks since last meter reading)
- * Pool Area : Replacement with 4 new ones from street light stock and grass growth between pavers requires chemical spray to eradicate.
- * Equipment Repairs: Push mower governor or linkage needs new part
 - 50 php piece of nylon for carburetor choke
 - Shredder will be sent back to manufacturer to correct some vibration issues which have caused unforeseen damage.
- * Trimming and cutting:
 - strong rainy season has all grass and bushes growing very swiftly
 - awaiting reply from email requesting funds for new equipment
 - one additional weed eater and 2 blowers required.
(weed eater, 15K , blowers , 15K each)
 - Awaiting new shredder to be delivered from Clark
 - Current build up of material / resident trash on private land
(R. Narsico) to be removed via truck, 4 trucks, 2K per truck, 8K total.
 - Chipping shredding and burning strategy update needed after playground expansion has limited available land to execute.
- * New maintenance storage area on main road.
 - Budget-walls, roof, gate, ramp (quotations needed)
 - awaiting completion of playground area for availability
- * Playground construction and lack of installed drainages and proper grade have caused water to flow into back corner of pool enclosure causing temporary flooding-drainage correction required.

Construction Updated - August 2024 :

- * By Laws require possible language adjustment - discussion and decision required .
- * No accounting for differences in grade of the land
- * Curb height is only referenced benchmark
- * Remodeling bond references outdoor spaces, additional expansion of 20M2

BLOCK 7, LOT 2

- * Interior work only was agreed upon, no bond was necessary
 - Floor tiles, certain plumbing fixtures
- * Concerns raised as work scope expanded, bond required?
 - As mentioned above , lack of definition of “major” is the root cause of such concerns.
 - Meeting with homeowner Carried out by Brian, noting that we have no clear definition for major/ minor residential refurbishment, the project will continue as originally planned.

BLOCK 7, LOT9

- Measured wall height from curb
 - * Average between 2.58 and 2.59 meters
- Letter to be issued to renter and homeowner.

BLOCK 15, LOT 10

- Polycarbonate roof installation requested
- Only rudimentary sketch was presented to the office, He don't have not met with them as of day .
- No one was home when he went to inspect in person and he will follow up.

BLOCK 14, LOT 12 NEW CONSTRUCTION

- Reviewed plans with contractor
- By- laws provided, reviewed and agreed upon
- Pre- construction checklist completed
- Day 1 site visit completed
- Authorization from adjacent land owner obtained for lay down area
- Truck delivery on construction day 2 damaged curb
- If contractor fails to repair, construction bond will not be released.

7. **Old Business By: Captain Brian**

7.a. The status updated implementation of the full website. Captain Brian mention to make sure all the board members transition over to the website email accounts . And also needed a subdivision wide notice.

7.b. Having additional streetlights continues to be installed. And will be reported on the plan for the installation of the remaining lights.

7.c. The paper work for opening a China Bank Account has been completed and all board was sign completed to submitted done for new account.

7.d. We need enforcement action to deal with violators of single-family home by-laws. For one house is still being used as apprentice housing with residents moving in and out every 6 months.

7.e. The perimeter wall tree trimming request paperwork was filed, was returned for additional information awaiting approval to proceed.

7.f. DSHUD hearing postponement request filed. Awaiting the reschedule date and need to decide who will represent the HOA and Board of Trustees.

7.g. Still need action to address the illegal cat feeding within the subdivision and the return of the traps confiscated by the City Vet. Have received numerous complaints from the residents.

7.h. The flooding in phase 1, still occurring. Need to define next steps or interim containment actions until we can get the developer to implement a permanent fix.

8. NEW BUSINESS

8.a. Official opening of playground to be scheduled and request a ribbon cutting ceremony to officially open our new full basketball court and playground equipment. Majority of the costs of the new playground has been through donations making the total cost to PALA, no more than 300,000 php which includes additional work in clubhouse area and pool entryway.

8.b. Official submission of the new bylaws by our Attorney's to the DHSUD is completed. We are waiting the approval stamp from DHSUD to begin full implementation.

8.c. The gate design for the tower and clubhouse kitchen have been completed. Awaiting fabrication and installation. Second redesign of main gate with additional changes coming.

8.d. Request for the following approval for the following:

- * RESOLUTION NUMBER 2024-004, TRIM TREES ON WALL.
- * POLICY RESOLUTION NUMBER 2024-005, Single-family homes only.
- * POLICY RESOLUTION NUMBER 2024-006, remove middle speed bump on the boulevard.
- * POLICY RESOLUTION NUMBER 2024-007, hire a maintenance Supervisor
- * POLICY RESOLUTION NUMBER 2024-008, hire an additional accounting secretary.

9. ACTION ITEMS :

1. PALA Attorney reviewing legal documents and process for developer to complete formal turnover. Demand letter has been sent for the overdue payment of HOA dues for the remaining lots they retain.

2. Pool area improvements and repairs completed.

3. The GPO report Guard will be call to the homeowners before enter the visitors. If contacts with resident cannot be made, the visitors will not be given visitors passes and will be denied to entry. The scheduled for the roving guard is (9:00 pm to 6:00am)

4. With the increased security guards requirements under the new bylaws, the board and security company has decided that additional security guards during nighttime are required. Two additional security guards will be added for the night shift and each guard will have a 2 way radio for fast response to issues inside our subdivision. These additional guards will be roving through the subdivision from 7 pm to 7 am.

10. OPEN FORUM : Walk In - Homeowners open discussion

The homeowners Mr. Keven West concern about the
- Phase 2 and 3 has the most problems with Residents parking on the streets instead of their carport and block properties of their neighbors.

Mr. Bill Wall And Mrs. Laila Wall Effective immediately formally was resign from all his / her responsible duties. Because of his Health concerns and also his wife the new Corporate Secretary position and request to replace her position .

The Position of Corporate Secretary was nominated again to given to Ms. Emelita Espanol of the position both Vice President and Corp. Secretary. All the BOARD members agreed .

11. ADJOURNMENT: The board meeting was officially adjourned at 11:10Am

Emelita J. Espanol (Emily)
PALA -Corporate Secretary