



*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/Time:** November 6, 2025 @ 10:00 AM

**Location:** Meeting held at Pulu Amsic Clubhouse, 2nd Floor Admin Office, Pulu Amsic Subdivision, Angeles City, Pampanga 2009.

1. Call to Order - The meeting was called to order at 10:07 AM and presided over by President Rommel.
2. Roll Call: Attendance was taken at 10:08 AM with the following persons present:

### **BOARD MEMBERS:**

- \* Rommel Bundalian - President
- \* Roselle Breckenridge - Vice President
- \* Emelita J. Espanol - Secretary
- \* Asuncion Nocum - Auditor

### **OTHERS IN ATTENDANCE:**

- \* Je-Ann Matias - Admin Secretary
- \* Lito Sunga - Maintenance Committee
- \* Guy Breckenridge - Finance Committee
- \* Stacy Michelin - GPO Committee
- \* Jon Woollins - Homeowner
- \* Anna David - Homeowner
- \* Richard David - Homeowner
- \* Pau Bundalian - Architect
- \* Joshua Cunanan - Architect
- \* Norm Bernard - Homeowner

3. QUORUM : A quorum was verified and presented.
4. MEETING MINUTES APPROVAL: The board chair called for a vote to approve the prior meeting minutes. Secretary Emily approved and Auditor Asuncion seconded the motion. No objections or amendments noted.
5. FINANCIAL REPORT : The Auditor Asuncion led the review of the October 2025 financial report /cash flow statement (see Annex A). For the month of October, our expenses exceeded the collections by P654,560.38. Our ending bank balance came in at P6,547,541.41.

### **6. COMMITTEE REPORTS:**

6.a.) Maintenance Committee - Report was presented by Lito Sunga, Maintenance supervisor. He highlighted the following items:

1. Fence at swimming pool area newly painted.
2. Installed combat wire at the perimeter wall for one of our vacant lots.
3. Streetlight accessories delivered. Actual lights to be delivered by Friday. Installation of wires and armatures already underway.
4. Request to buy the new battery for the shredding machine approved by the board.
5. Grass cutting and other subdivision housekeeping continues.
6. Still need CCTV cameras for the maintenance workshop.
7. One new construction in Mainroad has been approved.

6.b.) GPO Committee - The GPO report was presented by Stacey Michelon with no new security issues or events. As for the Halloween trick or treat security, the guards did their job in preventing outsiders from entering the subdivision as instructed. It was an uneventful night. Well done to the security team.

6.c.) Cultural Affairs – No discussion here. Chairmanship position is still vacant.

7. VILLAGE CAPTAIN UPDATE: Written update on the streetlight installation plan provided by Captain Brian.

7.a) The light arm poles were scheduled for delivery on November 4, 2025. All light fixtures were expected to be delivered between November 5 and November 6, 2025. All materials required for installations to be available by Friday, November 7th. Installation to commence the following week. The estimated duration for completion of all work is approximately five weeks, barring weather-related delays. Expected completion by December 19.

#### 8. LEGAL MATTERS:

8.a) SCDC/Narciso: Ms. Narciso requested a meeting to discuss the revisions made to the Deed of Grant of Usufructuary Rights. Je-ann to contact Ms. Narciso and suggest a meeting for Nov 13 2025 10:00 AM.

8.b) Michael Smith HSAC case is with DSHUD - Litigation ongoing

8.c) Michael Smith allegation of grave coercion - Litigation ongoing

#### 9. OLD BUSINESS: PAST UNRESOLVED ISSUES:

9a. Roof drainage and wall dispute discussion between Mr. Bernard and Mr David continued. At last meeting, Mr. David agreed to have his architect propose a design to satisfy both parties. Once submitted the proposal would be reviewed by the board for compliance with the subdivision construction rules and then presented to Mr. Bernard for his comment and approval.

Both parties once again attended this meeting. Mr. David's group offered a drawing for a temporary wall to be built on the side of Mr. Bernard, but there was no agreement. Mr. Bernard would not agree to shoulder the cost and Mr. David's group is hesitant to construct anything on the side of Mr. Bernard's property since it does not belong to them.

After much discussion Mr. David offered to modify the design and instead, they will build the temporary wall on their own side and at their cost. The board agreed to the

proposal since it will only be a temporary wall. The board requested a review of the drawing of the proposed wall before it is constructed.

10. OPEN FORUM / WALK IN ITEMS :

10.a) Mr Jon Wollins (Block 6 Lot 2) brought up the following issues during the open forum:

- a. He has a concern with regards to the wall height of the house next to his and the negative effect it was having on the performance of his aircon unit. The board advised him that to check the construction rules. He agreed and said that he would attempt to resolve the matter with his neighbor first. If no solution, he would bring the matter back to the board.
- b. He also wanted clarification on the hours which homeowners were permitted to do gardening and landscape work. He noted that he has been disturbed as early as 6AM in the morning by ongoing works at the adjacent houses. The board informed him that those type of noisy works are only permitted during the hours of 8 AM and 5 PM. He was advised that anytime he observes anyone violating these hours, he should call the security at the main gate and they will send a guard to stop it.

11. ADJOURNMENT : The board meeting was officially adjourned at 12:00pm

Emelita J. Espanol ( Emily )  
Corporate Secretary

**ANNEX 'A'**

**PULU AMSIC LOT OWNERS ASSOCIATION  
CASH FLOW STATEMENT  
October 2025**

**COLLECTIONS (Oct. 1- 28 2025) :**

Monthly Dues	314,284.00	
Advance Payment Monthly dues	281,418.00	
Stickers	3,200.00	
Clubhouse Rent and Rental Deposit	9,500.00	
Boulevard Shared Maintenance	30,000.00	
Road Users Fee, Processing Fee	16,000.00	
Unknown Deposit	10,120.00	
<b>TOTAL COLLECTIONS</b>		<b>P 664,522.00</b>

**Less : EXPENSES**

Electricity Bill (Oct 2025)	60,927.25	
Water Bill (Sept 2025)	8,673.75	
Office Expenses ( see itemized disbursement )	13,247.66	
Garbage Payment ( Sept. 2025)	20,000.00	
Repair & Maintenance - Machinery Equipment-( Gas and Diesel)	8,050.00	
Repair & Maintenance - Swimming Pool (see itemized disbursement)	34,200.00	
Office and Maintenance Staff Salaries (Oct. 01-31 2025)	154,933.56	
Benifits and Contribution Sept 2025 ( see itemized disbursement )	12,861.52	
Retainers Fee - L.A De Jesus & Associates (Sept. 2025)	4,000.00	
Legal Retainers Fee - Villanueva Tiansay Darwin Law Office (Oct2025)	12,000.00	
Legal Case - Villanueva Tiansay Darwin Law office ( Hourly Billing Aug 2025 - Oct. 09, 2025 Billing, HSAC Case, Legal Case St. Catherine, Grave Coercion)	355,716.00	
Security Payment		
Sept 16- 30 2025 (King Taurus) P 166,125.00		
Oct 01-15, 2025 (King Taurus) P 166,125.00	332,250.00	
General Maintenance Expenses, Repairs , Tools & Equipment, Facilities - ( see itemized disbursement )	21,060.00	
Bail and Bail process associated expenses	281,162.64	
*** Bail amount of P324,000 ( 36,000 x 9 person) to be refunded after the conclusion of the Case		
<b>TOTAL EXPENSE</b>		<b>P 1,319,082.38</b>
<b>Net Loss</b>		<b>-P 654,560.38</b>
Actual Bank Balance As of Sept 27 ,2025	P 7,201,762.40	
Add : Oct 28, 2025 Actual statement ( Net Shortfall)	-P 654,560.38	
Add. Bank Interest Gain Oct. 2025	P 339.39	
Actual Bank balances as of Oct. 28, 2025	<b>P 6,547,541.41</b>	
Construction Bond as of Oct. 27,2025 BDO Account #005738010269	<b>P 1,457,757.80</b>	

PULU - AMSIC LOT- OWNERS ASSOCIATION INC. ( PALA )  
ITEMIZED DISBURSEMENTS  
FOR THE MONTH OF OCT. 2025

Office Expenses

lysol,garbage bag	994.00
transpo and photocopy	2,469.00
pay envelope,withdrawal fee	608.10
office load	352.00
internet bill	4,010.00
creamer and sugar	113.00
Online Application DSHUD	2,938.80
xmas lights	1,752.76
Total	<u>13,237.66</u>

Repair and Maintenance -Swimming Pool

3 Chlorine	33,000.00
muratic acid	1,200.00
	<u>34,200.00</u>

Benefits and Contributions

SSS Contribution	7,100.00
SSS Loan deduction	837.57
Philhealth Contribution	2,560.00
Pag Ibig Fund Contribution	1,610.00
Pag Ibig loan	553.95
Transpo	200.00
	<u>12,861.52</u>

General Maintenace Expenses on Tools & Equipment,Repair , and Facilities

broomstick,circuit breaker	870.00
2t oil, starter assy	2,700.00
palm hauling ( 6 truck load)	9,000.00
elecrical works on cctv	3,200.00
paint, pain brush,sand paper	2,680.00
g.i wire,nylon,axle bearing,dust pan,push brush	1,475.00
sprocket,trash bag,rin set	1,135.00
Total	<u>21,060.00</u>