



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

Email Address: office@puluamsic.com

Website Address: www.puluamsic.com

Cell phone : 0917-923-8604

PALA Board of Directors Minutes of Monthly Meeting

Minutes of the Board of Directors meeting of the Pulu Amsic Lot-Owners Association (PALA), held at the Pulu Amsic Clubhouse, 2nd Floor Conference Room, in Pulu Amsic Subdivision, Angeles City, Pampanga 2009 Date: March 5, 2026. Time; 10:00am

1. Call to Order - by President Rommel. The meeting is called to order at 10:12am . And presided over by President Rommel.
2. Roll Call of Officers: Attendance was taken at 10:13: am the following were present by secretary Emily.

BOARD MEMBERS:

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

OTHERS IN ATTENDANCE:

- * Brian Craven - Village Manager
- * Mr. Guy Breckenridge - Finance Committee
- * Mr. Emelito Sunga - Maintenance Committee
- * Gerom Costaus. - Barangay Amsic Secretary
- * Jerome Gozun - Barangay Amsic Captain
- * Michael Borchardt- Homeowner

3. **QUORUM:** A quorum was verified and presented.

4. **MEETING MINUTES APPROVAL:** The board chair calls for a vote to approve the prior meeting minutes. The Treasurer Liezl approved and Vice President Roselle second the motion. The board unanimously approved the prior meeting minutes and no objections or amendments raised.

5. **FINANCIAL REPORT:** The Treasurer Liezl distributed the financial report / cash flow statement for February 2026 and led the review. Our ending Bank Balance last January 30, 2026 was P4,826,553.80. For the month of February 2026, we have total collection of P1,458,658.26. Our total expenses were P877,657.52. which give as a net total of P2,336,315.78. Our ending bank balance as of March 3, 2026 is P6,285,619.11

The cash flow statement was presented and review. See [attached](#) financial report.

Updated: The Resolutions passed and approved:

- POLICY RESOLUTION NUMBER 2026-001: ESTABLISHING AN EMERGENCY RESERVED FUND.
- POLICY RESOLUTION NUMBER 2026-002: REDUCTION OF HOMEOWNERS DUES.
- POLICY RESOLUTION NUMBER 2026-003: CHANGE AEC ACCOUNTS FROM EVOLUTION TO PALA.

6. COMMITTEE REPORTS: MAINTENANCE, CONSTRUCTION, GPO AND CULTURAL AFFAIR.

6.a. Maintenance Committee

Report by: Mr. Lito Sunga, Head of Maintenance

Summary of Activities:

- Feb 9, 2026: Began construction of benches at the basketball court.
- Feb 11, 2026: Completed cutting of the acacia tree on Sierra Madre St.
- Feb 12, 2026: Painted gutters along Sierra Madre St.
- Feb 14, 2026: Repaired the fence near the acacia tree on Sierra Madre St.
- Feb 19, 2026: Met with Barangay Amsic officials regarding drainage concerns; installed a tarpaulin holder at the main gates of Phases 1 and 2.
- Feb 21, 2026: Completed bench installation at the basketball court.
- Feb 27, 2026: Installed solar lights at the storage and yard waste area.
- Feb 28, 2026: Reinforced the playground swing.
- Mar 2, 2026: Attended seminar at City Hall Assessor's Office on proposed market value schedules.

Updates:

- Additional water meters for Phases 1 and 2 to be installed within the week.
- Ongoing fabrication of steel humps.
- Folding chairs for the guardhouse completed.
- Pedestrian and vehicle lane painting completed.
- Increased activity observed in the basketball court area.
- Employee Code of Conduct under board review.
- Security cameras installed in Phases 1 and 2 for nighttime monitoring.

6.b. Construction Committee

Report by: Captain Brian

- 12 homes under renovation; 4 new houses under construction.
- Minor construction issues identified and monitored.
- Will be doing inspections 2 times per month on all new construction.
- Security reminder issued after some guards allowed workers to enter using personal vehicles.

6.c. GPO Committee

Report by: Captain Brian

- Per the board request, security personnel were reduced.
- Security Staffing: Adjusted to 4 guards (day shift) and 4 guards (night shift) including OICs.
- Thumb Scanner: Installed at the main gate for attendance and security monitoring.
- CCTV System: Upgraded for improved coverage and surveillance efficiency.

6.d. Cultural Affairs Committee

Report by: Ms. Liezl and Ms. Emily

Event: Summer Get-Together Party

- Date: April 18, 2026 (Saturday)
- Time: 5:00 PM – 10:00 PM
- Venue: PALA Clubhouse
- Theme: Summer Padlock Party

Committee Assignments:

- Banner Design: Vice Roselle
- Decorations: Treasurer Liezl
- Party Supplies: Board Ladies

7. Village Captain's Update

- HOA software has improved dues collection.
- Office computer setup completed (thanks to Mr. Guy, Roselle, and Raf).
- Searching for a full-time secretary to replace Ms. Lysel (to continue her education).
- Proposal approved to limit Saturday office hours to 8:00 AM – 12:00 PM.

- Deposit of ₱70,000 required for all remaining AEC bill to be transfer into PALA name.
- Emergency fund bank account pending setup.
- Energy-saving measures implemented: reduced pool pump use and clubhouse lighting.

8. Policy and Legal Matters

- Policy Resolution No. 2026-001: Establishes Emergency Reserve Fund and reduces monthly association dues.
- SCDC – Usufructuary Rights:
 - Ms. Narciso turned over clubhouse office space for conference use.
 - Deed of Usufructuary Rights signed.
 - Maingate Land title copy will be request for new gate planning.
- Legal Cases:
 - Michael Smith vs. DSHUD: Ongoing.
 - Grave Coercion Allegation: Permanently dismissed.

9. Unresolved Issues & Recommendations

- New bank account to be opened for emergency fund time deposits.
- Monthly association dues reduced to ₱6 per sq. meter effective July 1, 2026. No refunds will be issued, surplus will be credited to your account.
- Priority projects:
 - Construction of new main entry gate, waiting on property lines and surveying.
 - Clubhouse renovation - planning stage.

Volunteers encouraged to join the HOA and future board positions.

10. Open Forum

- Barangay Amsic Proposal: ₱300/month garbage fee per household under review; negotiation for ₱50,000 monthly total proposed.
- Drainage Issue: Coordination meeting to be scheduled with Fairway, Pulu Amsic, and Barangay Amsic.
- Fireworks Concern: Incident on Feb 16, 2026, confirmed; awaiting formal complaint letter.
- Legal Inquiry: Mr. Mike Borchardt raised concerns regarding ongoing legal matters.

Note: Office hours every Saturday: 8:00 AM – 12:00 PM

Next Meeting: April 08, 2026 (Wednesday) at 10:00 AM

11. Adjournment

The meeting was adjourned at 12:22 PM.

**Emelita J. Espanol
(PALA Corporate Secretary)**

PULU AMSIC LOT OWNERS ASSOCIATION

CASH FLOW STATEMENT

February 2026

COLLECTIONS Feb 1- 27 2026) :			
Monthly Dues	547,782.62		
Advance Payment Monthly dues	1,337,785.16		
Stickers	92,900.00		
ID	4,000.00		
Boulevard Shared Maintenance	23,750.00		
Refunded Cash Bail Bond (7 persons P36,000/ person)	252,000.00		
Unknown Deposit	<u>78,098.00</u>		
TOTAL COLLECTIONS		2,336,315.78	
Less : EXPENSES			
Electricity Bill including 4 add account for Streetlights (Feb 2026)	100,802.04		
Water Bill (Jan 2026)	11,276.65		
Office Expenses (see itemized disbursement)	65,780.82		
Garbage Payment (January 2026) Barangay Amsic	20,000.00		
Repair & Maintenace - Machinery Equipment-(Gas and Diesel)	6,800.00		
Repair & Maintenance - Swimming Pool Meister - Pool Swimming Pool Chemical & Equip Trading (see itemized disbursement)	25,300.00		
Office and Maintenace Staff Salaries (Feb 01-28 2026)	155,810.26		
Benifits and Contribution JAn 2026 - L.A De Jesus and Associates CPAs (see itemized disbursement)	17,947.75		
Retainers Fee - L.A De Jesus & Associates (JAn. 2026)	4,000.00		
Legal Retainers Fee - Atty. Sylvia Q. Alfonso-Flores Law Office (Feb 2026) Preparation Of Letter for Mayors Office, and Atty's appearance fee for Feb. 04,2026 Branch 4	30,000.00		
Security Payment			
Jan 16- 31 2026 (King Taurus Services) P 169,375.00			
Feb 01-15, 2026 (King Taurus Services) P 169,375.00	338,750.00		
General Maintenance Expenses, Repairs , Tools & Equipment, Facilities - (see itemized disbursement)	79,390.00		
CCTV Repair, re wiring on Phase 3 / Jess Yanga	21,800.00		
TOTAL EXPENSE		₱ 877,657.52	
Net			₱ 1,458,658.26
Actual Bank Balance As of Jan 30 ,2025		₱ 4,826,553.80	
Add : Feb 27, 2026 Actual statement		₱ 1,458,658.26	
Add. Bank Interest Gain Jan. & Feb 2026		₱ 407.05	
Actual Bank balances as of Marc 03, 2026		<u>₱ 6,285,619.11</u>	
Construction Bond as of March 03 ,2026 BDO Account #005738010269		<u>₱ 1,383,051.59</u>	

PULU - AMSIC LOT- OWNERS ASSOCIATION INC. (PALA)

ITEMIZED DISBURSEMENTS

February 2026

Office Expenses

tarp printing	5,400.00
office load	352.00
coffee and creamer	375.00
internet bill	2,010.00
office drinking water	240.00
Voucher Printing	3,300.00
Usb Flash drive & New pc installation	1,517.82
HOA System Monthly Subscription	3,072.00
representation, bail refund requirements , water dispencer	10,954.00
CPU Purchased and delivery fee	38,560.00
Total	65,780.82
Repair and Maintenance -Swimming Pool	
3 Chlorine	24,000.00
muratic acid	1,300.00
	<u>25,300.00</u>
Benefits and Contributions	
Business Permit renewal fees	5,923.80
SSS Contribution	7,100.00
Philhealth Contribution	2,560.00
Pag Ibig Fund Contribution	1,610.00
Pag Ibig loan	553.95
Transpo	200.00
	<u>17,947.75</u>
General Maintenace Expenses on Tools & Equipment,Repair , and Facilities	
cable tie ,pvc pipe, vulcanizing,zealant,hose coupling, garden hose	4,665.00
nylon, cutting disc,blade for mower, bolt	1,620.00
paint	990.00
streetlights adjustment	1,000.00
sand and cement,arm sprinkler,tie wire,welding rod,cutting disc,sand paper,scrapper	2,865.00
lac. Thinner,paint,p.tray, staple, tubular,angle bar,cutting disc,scee,paint	3,025.00
labor materials for water pump repair	1,165.00
labor and materiaols bench project	28,605.00
palm trees,leaves, trash ,debris hauling	8,400.00
labor materials for bench project,fence repair, welding works	27,055.00
Total	79,390.00