

# PEBBLE BEACH VILLAS

## BOARD OF DIRECTORS MEETING

MEETING DATE: WEDNESDAY, JANUARY 24, 2024  
MEETING TIME: 10 A.M.  
MEETING PLACE: PEBBLE BEACH VILLAS CLUBHOUSE

### MEETING MINUTES

1. CALL TO ORDER: Kevin called the meeting to order at 10:00 a.m.
2. ROLL CALL: Present were Kevin Kelly, Don Groshong, Steve Croft, Janice Buchwald, Ken Quinn. Bette Tsoutsouras and, by phone, Dave Chisholm.
3. APPROVAL OF MINUTES: Bette moved to approve the Minutes from 1/24/2024 and to waive the reading of the Minutes. Kevin seconded the motion and all approved.
4. SELECTION OF ROOFING VENDOR: Kevin described the following process to be followed for this Meeting: Included in the selection process is a request for the Proposal, Proposal receipt, negotiations and vendor selection.

Board members provided their individual assessments. Most expressed preferences for Kuhnert Roofing; however, Dave and Ken expressed some concerns related to size of vendor, ability to cut metal on premises and Roof Authority's relationship with Dennis Quigley of Windstorm Retrofit, LLC.

Kevin requested a vote on vendor preference. All Board members supported the selection of Kuhnert. Don made a motion, seconded by Bette. The following Resolutions were adopted.

RESOLVED: That the PBV Board approves the selection of Kuhnert Roofing as their preferred vendor per the terms of the submitted written proposal.

RESOLVED: That the PBV Board approves the proposal submitted by Windstorm Retrofit dated 1.24.2024 to perform work to install 184 truncase clips to the interior roofing areas of the PBV Buildings and provide Wind Mitigation reports as requested.

5. The special assessment is due on 3.30.2024 and payable no later than 4.15.2024.
6. As determined, the Board of Directors authorized the transfer of Unallocated Interest Reserves to the roofing Reserve Fund as resolved below.
7. Steve Croft then presented a complete analysis of the financial implications of the Roofing Project and cash flow requirements. After discussion and clarification, Steve made the following motion, seconded by Don and approved by the Board:

RESOLVED: That a Special Assessment of \$400,000 for the incremental cost of Metal Roofing is approved. The Board also approved the transfer of 2023 Unallocated Reserve Interest to the Roofing Reserves, effective 12.31.23 and recognizes that additional unallocated interest will be allocated to the Roofing Reserve later in 2024.

Unit Assessments are established as follows:

- Three-bedroom Units: \$6,560
  - Unit A-10: \$6,400
  - Two-bedroom Units: \$5,320
  - H-Building Units: \$5,200
8. ADJOURNMENT: Don moved to adjourn, Janice seconded the motion and the meeting was adjourned at 11:31.