

HENSONVILLE PLAZA HOMEOWNERS/RESIDENTS ASSOCIATION, INC
Chico Street
Hensonville Plaza, Malabanas
Angeles City, Pampanga, Philippines 2009

MINUTES

2020 HOMEOWNERS AND RESIDENTS ASSOCIATION BOARD MEETING **MAY 14, 2020**

- I. **CALL TO ORDER:** The Meeting was called to order at 1700 by Oscar Albayalde, President HPHRA. Thirty-one residents or homeowners were present. Copy of those present Attached.

- II. **TREASURERS REPORT:** Treasurer Sheldon Fox gave an oral briefing of the Treasures Report and underscored financial constraints and the following concerns.
 - a. In general, there are insufficient funds to administer, manage, maintain and operate the HPHRA subdivision. He went on to identify some specific concerns. The existing Security Guards and Maintenance Personnel are not being paid according to established national labor laws and guidelines and there are insufficient funds to do adequate maintenance. He also raised concerns that HPHRA does not have any reserves for unexpected expenses. He also questioned the formality of HPHRA registration and organizational structure such that establish banking procedures could be established to include a checking account and Taxpayer Identification Number (TIN). The lack of such licenses, permits and associated registrations precluded payment of HPHRA staff according to national guidelines. He also expressed concern that HPHRA did not have any full-time office staff, nor legal representation.

- III. **OLD BUSINESS:** Because of the time lapsed since the last HPHRA Meeting, there were no Minutes to be read, nor Old Business to be discussed.

- IV. **NEW BUSINESS:** President Albayalde introduced Attorney Van Oliver Mempin, who expressed interest in representing HPHRA. He then opened the floor for general discussion summarized as follows:
 - a. Treasurer Fox identified the pacing issue that must be addressed first was the formalization and registration of HPHRA in accordance with prescribed local and national regulations. This was identified as a critical first step. Attorney Mempin voiced his concurrence and agreed that such actions could, and should, be undertaken immediately. He indicated such actions should take about one-month to complete. Once HPHRA was fully organized and registered, then TIN and Banking Accounts could be established. No objections from the floor were noted.
 - b. One of the members raised a concern that the subdivision had not been formally turned over from the developer, Don Pepe Henson Enterprise, Inc. (DPHEI), the Developer, to the Homeowners - - this even after 21 years has passed since the development has been established as one Homeowner brought up. Other related concerns associated with turnover that was raised by members included the concern that the Club House/Pool/Tennis Court Common Use areas were in a deplorable condition such the swimming pool was unusable and the tennis courts in bad need of refurbishment. Concern was also raised that these facilities were often used by DPHEI, and had not yet been turned over. Some also expressed concern that as long as DPHEI controlled such common use facilities, the homeowners were

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at risk that such lands could be used for other purposes to include more profitable purposes as space for condominiums or other multi-family dwellings. The consensus of the members was that this was not fair to the Homeowners/Residents as when they bought property in HPHRA it as their understanding that such amenities could be enjoyed by them. This was considered a major issue that must be addressed once HPHRA was formally registered.

- c. A follow-on issue was raised from the floor that HPHRA must also move from a cash payroll for the security guards and maintenance personnel to the requisite approved labor regulatory procedures including the withholding of PAGIBIG, PhilHealth and taxes, with all employees being paid minimum wages or as deemed appropriate based on their level of qualifications and job descriptions. There were no objections to these concerns.
- d. This led to other discussions to establish an administrative office in the common use Clubhouse area to include the need to hire one-full time administrative staff person to help manage and administer the business affairs of HPHRA, to include coordinated supervision, payroll, accounting, tax and regulatory issues and other related administrative duties. Space is available in the Clubhouse area which would be central and ideal location. It was also pointed out that associated office equipment necessary for the staff would be required to be purchased as well. It was pointed out that Pulu Amsic has two full-time employees to attend to such matters.
- e. Members from the floor also identified a problem with street parking caused by some owners/residents using the streets of the subdivision to park commercial vehicles, or in one case, commercial use taxi-vans, thereby creating dangers for other motorists navigating the crowded streets. Others identified parking related problems caused by some homes being rented out for use as dormitories. It was brought up that HP was master planned and designed solely for use as a "single-family" community with one family per home. The storm drainage, sewage, security, parking space and maintenance staff and related infrastructure were not designed for multi-family use, and especially the streets which are not sufficient for large numbers of cars and traffic per home structure. This led to a general discussion concerning annual parking stickers and fees. Present parking stickers cost Php250 per vehicle. President Albayalde suggested increasing the annual fee for residents/owners to Php500 and restricting the number of "residential" passes a single household was entitled to, and further increasing the cost of the fee for "visitor" passes, also with some limitation in the number any one residence could acquire. Control of such stickers help the guards maintain security for the compound.
- f. Treasurer Fox also brought up that we would need to update our HPHRA Rules and Regulations to incorporate related enforcement concerns for members who are delinquent paying their dues, as well fines to address other areas of non-compliance. It was agreed that the existing Rules and Regulations should be updated and registered at the same time the HPHRA is registered and formalized. This also helps in subsequent enforcement.
- g. It was also noted that the HPHRA Security Cameras require some repairs to bring back to full operation.
- h. A question from the floor asked about the policy of HPHRA maintenance personnel cleaning up the streets in front of homes, especially with heavy leaf build-up or other debris. It was reaffirmed that the maintenance outside of each residence is the responsibility of each homeowner, and such yard waste or other organic matter should be placed in plastic bags

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and placed on the curb. HPHRA maintenance personnel will pick-up such yard waste and remove to the local dumping points. The regular garbage pick-up will not generally pick-up yard waste, so it is important that such yard waste be properly bundled.

- V. **MOTIONS:** The following motions were made, seconded and approved. There were no motions made that were not approved.
- a. **ORGANIZATION:** That HPHRA must formally organize and register the Homeowners association to include obtaining all the requisite permits, licenses and tax identification numbers followed by opening an HPHRA checking and requisite banking accounts.
 - b. **PAYROLL:** Once the HPHRA is formally established, all HPHRA employees shall be converted from cash payrolls in accordance with prescribed Philippine labor regulations.
 - c. **REVENUE:** Effective July, 2020, the following changes were approved:
 - i. Each HPHRA Residence shall be assessed a monthly fee of Php2,000 versus Php1,500.
 - ii. Any Residential property situated on multiple lots shall be assessed an additional monthly fee of Php500 for each additional lot incorporated into the Residential property. For the purpose of clarity, a home situated on four lots would be assessed Php3,500 (Php2,000 for the base structure and lot, plus Php500 for the additional three lots).
 - iii. All vacant lots shall be assessed a monthly fee of Php500 for upkeep, maintenance and proportional share to maintain subdivision security and upkeep.
 - iv. Residential Stickers shall be limited to no more than four per residence at a new cost of Php500 each and Visitor Stickers shall be assessed Php750 each with no more than four allowed per Residence.
 - v. Fines and property liens will be assessed or applied for any delinquent payment of fees.
 - d. **OFFICERS:** The following Officers were approved:
 - i. President: Oscar Albayalde
 - ii. Vice President: Philippe Dubois
 - iii. Treasurer: Sheldon Fox
 - iv. Auditor: Lloyd Earnst
 - v. Secretary: Dennis Wright
 - vi. Attorney: Van Oliver Mempin (Ad Hoc – Non-voting)
- VI. **NEXT MEETING:** No date was set for the next general membership meeting; however, it was generally agreed that such meetings must occur at least quarterly.
- VII. **AD HOC ISSUES/CONCERNS:** No ad hoc or other last-minute issues were raised.
- VIII. **ADJOURNMENT:** The meeting was adjourned by President Albayalde at 1830.

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HENSONVILLE PLAZA HOMEOWNERS
ATTENDANCE RECORD

May 14, 2020

NAME	ADDRESS
Eva Cortez	Caimito
Lloyd Ernst	Caimito
Oscar Albayalde	Lansones
Michael Borenstein	Santol
Justo Roque	Manga/Chico
Mely Roque	Manga/Chico
Mel David	Atis
Toniet David	Atis
David Donney	Caimito
Graeme Thom	Macopa
Heather Thom	Macopa
Jenifer Rodilla	Macopa/Santol
Arthur Buan	Caimito
Phil Dubois	Duhat
Ivan Rydstrom	Atis
AJ Salem	Atis
Vicky Salem	Atis
Lydia Kaiser	Manga
Jean Bernardo	Manga/Atis
Merian Winters	Lansones
George Winters	Lansones
Sheldon Fox	Duhat
Hannah Fox	Duhat
Dennis Wright	Macopa
Rea Bea Wright	Macopa
Victoria Ernie	Caimito
Rizalina Thomas	Caimito
Roberto Malto	Caimito
Daniel	Duhat
Princes Cyril Suarez	Lansones
Lenee Zaher	Macopa
Crispina Nilsen	Atis/Santol
Van Oliver Mempin	Non-Resident Attorney
Various Security/Maintenance Crew	