

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

Minutes of Regular Homeowners Association Meeting

Meeting Date: 5/26/2022

1. CALL TO ORDER

President Carol Laurence called the meeting to order at 6:32 PM for a virtual meeting held via Google Meet

2. ROLL CALL

A. Board Members present

Carol Laurence - President

Arthur Filgueiras – Vice President

Charles Chlipala - Secretary

Antonio Torres -Treasurer

Tony Moore – Board Member at Large

B. Others Present

Dave Kinard, President, Pasadena Condominium Management (PCM)

Liza Rivera Nicoletti, Property Manager, Pasadena Condominium Management (PCM)

Association Members/Residents Present: Les Hammer, Lisa Jeffery, Jennifer Kelley, Kris Kapron, and Barbara Bales

3. Open Forum

Les Hammer made comments objecting to the proposed changes to the Open Forum, Jennifer Kelley asked about the balcony inspection and 5% of Budget Special Assessment. Barbara Bales asked that 5% of budget special assessment be tabled, Liza Jeffery asked if the board received her correspondence about the plumbing issues involving her unit.

4. Approval of Minutes

The draft meeting minutes of the April 21st and May 17th 2022 meetings were circulated to the board for approval. Charles made a motion to approve the minutes, Tony seconded. There was a correction to the April 21st minutes. The vote was Tony Yes, Arthur Yes, Charles Yes, Carol Yes, Antonio Abstaining to approve the minutes (Vote was 4-0 in favor).

5. Reports

A. Committee Report: The Architectural Committee Chair (Inka) was not there, there was no report

B. Financial Report: Regarding the April Financial Report, Total Assets were \$248,424.69, the Total Income was \$30,741.34 of which \$29,250.00 were HOA Fees. The Total Operating costs were \$3,579.70, Total Fixed Operating costs were \$5,025.46, the Total Repair costs were \$3,560.27, the Total Insurance Costs were \$1,654.90, Total Reserve Repair/Replacement funding was \$1,147.26, giving monthly Total Expenses of \$14,967.59. The Current Liabilities were \$8,072.25 and Total

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Equity was \$240,352.44. The Gas Company provided a rebate of \$1400 along with a credit of \$1,965.64 on the account. The Treasurer asked that the Special Assessment be separated from the regular report.

- C. Delinquent Accounts: There are 2 delinquent units warranting collection being imposed on them.
- D. Manager Report: The accountant's account review is in process, the hydro-jetting of additional lines in the north garage were completed, along with snaking the laundry room drains, the painting in the lobby area was done, the fire extinguishers and smoke detectors were service, the bids for the window replacement was received, the order for the material for the stairwell railing was placed, a check will be made to have a contractor come out and look at the garage columns and the drain in the wall and provide a proposal.

6. Unfinished Business

- a. Balcony/Elevated Walkway Inspections: The letter and the revised SoCal Structural contract were sent to the Attorney for review. He has received them, but has not yet responded.
- b. North and South Stairwells:
 - 1. Patching Carpeting/ Removing Carpeting. Carpeting cannot be done before the stairway railing mesh is installed. The invoice for the stairway railing mesh material has been received. It will cost \$18,000 and a check for a third must be processed to proceed.
 - 2. Replace Windows: Tabled
- c. Deck repair/sealing

The contractor Paul has been injured and will be off work for an extended time. Someone will have to finish the deck repair. Carol will contact Martin Avina about doing the work.
- d. Town Hall

Tony and Arthur are handling this item
- e. 5% of budget assessment:

Arthur made a motion for a 5% of budget special assessment, Carol seconded for a special assessment. The assessment would be 5% of the total budgeted ($\$336,968 \times 0.05 = \$16,848.40$). $\$16,848.40 / 75$ units = \$224.65 per unit. Discussion ensued. Charles asked for a postponement until after receiving the attorney's response regarding the balcony inspection, Antonio brought up the issue of the association members objections. The Vote was Arthur Yes, Carol Yes, Tony Yes, Antonio No, Charles No (Vote was 3 to 2 in favor)
- f. Review of Parking List: The revised parking list as of May 26, 2022 is as follows:
 - 1. Unit 103 as 11/1/21

7. New Business

- a. Reimbursement of owner for painting hallway outside unit: Arthur made a motion, Carol seconded to reimburse the owner of unit 111 for painting the hallway outside the hallway for a plumbing repair whose repaired opening was not painted with a limit of \$500. The vote was Arthur Yes, Carol Yes, Tony Yes, Antonio Yes, Charles Yes (Vote was 5 to 0 in favor).
- b. Boiler room door repair or replacement: The board requested a bid for the boiler room door.

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- c. Maintenance: The Trash Chutes need to be power washed. Carol knows who the contractor who has done the trash chute power washing it for the building and will email Liza and cc the board with the contractor's name. The dryer vents also need to be cleaned. Carol also knows who the contractor who has cleaned the dryer's vents and will email Liza and cc the board with the contractor's name
8. **Next Meeting Date**: Next Board meeting is Thursday July 7th, 2022 at 6:30PM via ZOOM
9. **Executive Session**: The Board discussed removing window air conditioners, smoking in units, removing the ash tray in the garages, plumbing leak repairs, contractual discussing regarding the Elevator contract, units with items overhanging their balcony railing, plumbing billing issues, and the special assessment collection. The Meeting adjourned at 7:54 PM.

These minutes were approved by the Board of Directors.



Charles Chlipala, Secretary