

# ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

Minutes of the Regular Homeowners Association Meeting

Meeting Date: 09/28/2023

## 1. Call to Order

HOA Board President Antonio Torres called meeting to order at 7:00pm

## 2. Roll Call

### a. 2023-2024 Board Members present

Antonio Torres – President

Charles Chlipala - Treasurer

Sara Howard-Winebarger - Secretary

Katie Hickey – Board Member at Large

Arthur Filgueras – Vice President

### b. Others Present

Susan Jefferson (211) & Les Hammer (104).

## 3. Open Forum

Homeowner asked about balcony floorings policy and if this this moving forward or are current balcony floorings affected. Clarified that it is moving forward. Also asked why do we need new insurance. Board clarified that our current insurer is no longer handling this business in CA so a new policy provider is needed.

One resident remarked about the subflooring item being pulled into an executive session and. Noted that the trees on the west side of the building seem to be underwatered. Worried that they may be in danger of losing the trees. Brought up mandate about food waste to be separated for disposal and mentioned a potential mandate that could force us to remove grass in front of the bldg.

## 4. Approval of Minutes

Changes discussed via email to correct one of Antonio's statement and treasurer's report. Charles motioned to approve with revisions. All voted in favor of approving the corrected minutes.

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## **5. Announcements and Reports**

### Treasurer's Report

Regarding the August 2023 Financial Report, the Total Assets were \$348,461.61. The Total Assets after deducting the Special Assessment was \$303,323.27. The Total Income was \$35,360.74 of which \$33,000 was HOA Fees, \$2,271.38 was laundry room income the rest of the income being bank interest and late charges. The Total Operating costs were \$5,680.13 including \$773.43 for Gas. The adopted budgeted has total monthly average operating costs of \$6,043 of which \$1,417 is gas. The Total Fixed Operating costs were \$5,132.68 (adopted budget average monthly cost is \$4716), the Total Repair costs were \$10,605.92, the Total Insurance Costs were \$2,061.51, giving monthly Total Expenses of \$50,380.24 which includes the transfers to Reserves. The Current Liabilities were \$47,249.06, which makes the Total Equity to be \$301,212.55. Regarding the Special Assessment of \$75,000 for the Balcony Inspection and Repairs, the balance in the Special Assessment account is \$45,138.34. Regarding the Special Assessments, a total of \$72,747.80 has been collected for the \$1000 Special Assessment (\$75,000 total) and a total of \$15,146.55 has been collected for the \$224.65 special assessment (\$16,848.75 total).

### Property Manager's Report

Continued balcony repairs. Avina pool deck bid obtained. Swiftlane system was set up. Window safety film installed. Requested a bid from Ray Hunter for gutter repair and planter removal. Termite inspections scheduled. Cracked pipe replaced and drywall repairs made. Stairwell and parking signs installed. Roof maintenance scheduled. Contacted insurance regarding possible water damage claim.

## **6. Unfinished Business**

### Maintenance

Yearly Roof Maintenance: Should be done in November or December.

Termite Inspection: Report received. Wood trim and fascia on building does have dry rot and termite damage. Provided options for treatment by the inspector. We could tent, spot treat, or replace wood trim. Over \$15K to tenting alone. Board agreed that we should get bids for spot treatment or replacement.

Lighting Timers: Nov 5<sup>th</sup> is the daylight savings time change. We may not need to change because we don't believe they were ever changed in this summer. We will check to see what time they come on.

Sump Pump: PPS should come out within the next month to check that it is working correctly.

Assessment Need: We may need to have an assessment depending upon what the budget looks like for the next year. Tabled until the next meeting so that we can review the proposed budget before making a decision.

Gutter Repairs: No bids received yet so Liza is still trying to get bids. Local Roofs to come assess on October 6th.

North Garage Flooding: Ray Hunter came to look at this and is waiting on a subcontractor. Martin Avila to come assess as well.

Sign Frame: Liza recommended that we should get rid of it and use the rail on the ground. Can have a contractor come and remove the damaged frame. Will send out email notice to remove lockboxes ahead of removal.

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Leak Reimbursement proposal status: Proposal sent to attorney. Will be emailed out if approved.

Election: Election company has all information needed. First mailing out end of October or early November including the call for nominations.

Parking in Service Area: Signs will arrive October 2nd. They will be installed once received and an email reminder will be sent out.

Stairwell Entry Signage: Signs arriving soon and will be installed once received.

Pool: ADCO quoted about \$30k and Martin Avila quoted around \$15-20k for pool deck sealing. Usually around 15% increase year over year. Sealing could be postponed because the seal is in good condition and since it is likely to rain, we may not be able to seal.

## **7. New Business**

### HOA Building Insurance

Currently looking for new insurance provider.

### Unit 114 Window Replacement

Charles motioned to approve. All in favor.

### 210 Window Water Damage

Trying to schedule possibly Saturday or next week for Ray Hunter to come and look at the window for potential replacement.

### Request for tenant to attend HOA meetings

Case by case basis assessment. Original requestor was already told no.

## **8. Next Meeting Date**

Set next regular meeting date for October 25<sup>th</sup>, 2023 at 7pm.

## **9. Adjournment to Executive Session**

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Sara Howard-Winebarger, 2023-2024 Board Secretary