

# 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: 10/25/2023

## 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

### b. Others Present

Michael Royal (309), Olga Schiefer (210), Regina Kapron (320), Carmen Reyes (212), Eric Mellem (223), Les Hammer (104)

## 3. Open Forum

Resident asked about a leak in the North garage. Wants to know why this has not been fixed yet since it is a lot of water. She is concerned because the plumber may be opening walls without anyone home. Asked when the hole would be closed if it needs to be opened. Liza said that the hole would be covered over with plastic until the drywall can be repaired. Resident then noted that an open house taped open the front door. PCM told the owner that they cannot leave doors open.

Another homeowner brought up an issue where dogs barking constantly day and night. Dog feces disposed of in the lobby causing an offensive odor. Asked the offenders be fined. Homeowner has reported the nuisances to PCM. The board requested that evidence of the offenses be sent in to PCM to add to the written complaints. A second homeowner confirmed first floor dogs' aggression as his son and his own dog have been bitten recently. Homeowner noted lights out in the hallways and laundry room and asked for updates on balconies, asking the board to focus on walkways now that the balconies that needed to be addressed are done.

Another HOA member remarked that he was in favor of a 5% assessment because of balconies, walkways, and plumbing repairs. Wants to settle who will be taking out/bringing back in on time and suggested that the lobby

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trash can be swapped out for a smaller one to alleviate dog feces disposal and thinks that outside planters should be dealt with without removing. Board clarified that the planters in question were part of the walkway repairs and not the planters on the outside of the building.

## **4. Approval of Minutes**

Antonio motions to approve minutes of September 27<sup>th</sup> and 28<sup>th</sup> meetings. Katie seconded. Antonio, Katie, Sara, Charles voted yes. Minutes approved.

## **5. Announcements and Reports**

### Treasurer's Report

Regarding the September 2023 Financial Report, Total Assets were \$337,746.96.

The Total Income was \$33,001.27 of which \$33,000 were HOA Fees, and the rest being bank interest . The Total Operating costs were \$4,868.37 including \$894.04 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 \$5,058.52 (adopted budget average monthly cost is \$4716), the Total Repair costs were \$3,442.21, the Total Insurance Costs were \$2,061.51, giving monthly Total Expenses of \$15,420.61. The Current Liabilities were \$20,561.09 which makes the Total Equity to be \$317,185.87. Regarding the Special Assessments, a total of \$73,091.80 has been collected for the \$1000 Special Assessment (\$75,000 total) and a total of \$15,241.55 has been collected for the \$224.65 (\$16,848.75 total).

Regarding the Special Assessment of \$75,000 for the Balcony Inspection and Repairs, the balance in the Special Assessment account is \$45,138.34. This balance does not reflect recent payments for the balcony repairs of \$26,900. The revised balanced would \$18,238.34. Currently, the total expenditures of the Special Assessment is \$56,697.90. That is \$755.97 per unit out of the \$1000 per unit Special Assessment.

### Property Manager's Report

Created next year's proposed budget, coordinated repairs, handled insurance claim, requested insurance quotes, scheduled roof repairs, got more information on wood trim replacement, and installed new parking signs.

## **6. Unfinished Business**

### Maintenance

Yearly Roof Maintenance: Estimated that this would be done at the end of November.

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Termite Inspection: Got ballpark bids for termite treatment of wood trim. We would need to replace the trim and treat the termites. Estimates ranged from \$80-100K+ across three companies. We could do the treatment and replacements in phases.

Sump Pump Maintenance: Has been completed.

Annual Elevator Inspection: This was done on May 19, 2023. Liza to call to get the elevator inspection cards from that inspection.

Store Pool Furniture: We should store the umbrellas.

Fertilize Lawns: Liza to ask the gardener about this.

## Assessment

Liza to send out a poll on our association website with different options for a potential assessment.

## Gutter Repair

Voted to approve gutter replacement – All present in favor.

## North Garage Flooding/Cracking

Tabled to the next meeting.

## Election Status

Mailings go out November 20<sup>th</sup>, 2023.

## Parking in Service Area

Tabled to next meeting.

## Pool

Tabled to next meeting.

## Unit with Unpermitted AC

This has now been fixed.

## Balcony/Elevated Walkways

Mr. Avina attended to give clarification on his proposed scope of work for this project. He would be adding addition concrete to first floor. 2<sup>nd</sup> and 3<sup>rd</sup> floor would be installed over existing lightweight concrete. Cracks would need to be repaired and resloped. Slope would be done with lightweight concrete. Proposed elastomer should be installed on top of any surface so long as it is not damaged. Bid includes resloping, flashing, stucco repair, and inspections. Charles asked about planter/railing warping. Martin said that the planters would likely need to be removed. These are not covered by the bid. These were not flagged in our inspection.

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Empire Works returned with a new bid including the requested alterations which has now reduced the bid down to approx. \$258K. Could take 2.5-3months to completed after the predicted rainy winter. Recommended to start on 3<sup>rd</sup> floor and work down. We asked if Empire Works has someone to close out the permits. He says yes, he has an architect on staff to close that out. Board asked if we could perform destructive testing at the planters to see if there is any structural issue and is that included in the bid? He said that destructive testing wouldn't be additional amount since this is considered labor for this contractor. Repairs would need to be additional charge if needed. Destructive testing would likely be in February if work is to start in March. Current bid pricing good until October 31<sup>st</sup>, 2023.

Western Magnesite has not responded to questions or requests to come to a board meeting to discuss.

Board decided that we should clarify with Avina about how his warranty compares to Empire Works and the pricing on the first floor. Need to make sure that the Avina bid would include the steps up to units. Liza to contact Martin Avina with our questions.

## **7. New Business**

### Budget Approval

Tabled to early November meeting.

### Building Insurance Policy

Waiting on quote.

### Insurance Claim

Unit 116 work did not begin because the claimant's lawyer wants more than insurance company approved.

### Pest Control

Tabled to next meeting.

### Dogs

Liza to send out letter notifying owners they can be fined.

### Unit #210 Potential Water Damage

Tabled to next meeting.

### Real Estate Sign

Sign should be taken down. Will allow realtor 48hrs to remove. They can put a smaller sign in the grass that is not destructive to the property.

## **8. Next Meeting Date**

Set next regular meeting date for November 9th, 2023 at 7pm.

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

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Sara Howard-Winebarger, 2023-2024 Board Secretary