

# 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: 11/09/2023

## 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), Don Doyle (220), Regina Kapron (320), Les Hammer (104), Nicki Bourgo (213), Inka Bujalska (206)

## 3. Open Forum

Several members brought up concerns about the poll sent out prior to the meeting. Board addressed this communication and clarified that it is a poll letting the HOA members know what the options are going forward. One member stated that he would like more oversight on construction projects since the balcony repairs have been going on for several months. Another member noted that some hallway lights are out need to be replaced and asked why the recent leak in the north garage went on for several days before being fixed. Another homeowner stated his concerns about insurance costs and asked about switching the trash cans in the lobby in regard to a lighter trash can so that it can be emptied in case of someone placing animal feces in the bin.

## 4. Approval of Minutes

Charles motioned. Antonio seconded. Charles, Antonio, Sara, Katie - Yes

## 5. Announcements and Reports

# ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977  
<https://www.aasnhoa.com/>

## Treasurer's Report

--

## Property Manager's Report

Repaired 10 stack, roof repair scheduled, gutter replacement scheduled, and got updated bids from Avina.

## **6. Unfinished Business**

### Balcony Elevated Walkway

Walkways – Katie, Antonio, Sara all in favor of resurfacing the stairs. Sara asked that we look into the HOA's responsibility to maintain the unit stairs as well before we make a decision. Charles recommended to not resurface unit stairs but to keep or replace with carpet. Board went over the three options sent out in the poll.

Charles motioned to tentatively accept Martin Avina's bid with the center stairs add on. Katie disagreed because we still have not received clarification on why the first floor costing the same as the other. Charles wants to get the updated bid and run it by the attorneys. Katie wants to make sure that we are not committing to all floors at once. The board wants to make sure that we get some more answers regarding phasing out the project and the payment plan. Vote to tentatively accept: Charles, Antonio, Sara, Katie voted Yes.

As for the balcony repairs, signed letter has been received and the permit closed. The stucco work still needs to be done. The board will need to decide if the gap between the stucco and floor of the balconies should be closed with stucco or mesh. Liza to get an estimate on those two options.

## Maintenance

a. Termite Inspections: Nothing new to report.

b. Assessment Need: Tabled discussion until budget discussion.

c. North garage flooding/cracking: Bid to repair is \$8000. Liza suggests we wait and see how it fares this winter. Tabled until next year.

d. Parking in Service Area: Reminder that no resident or guest parking is allowed in these areas at any time.

e. Pool: Tabled until next year.

# ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

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

## **7. New Business**

- a. Budget Approval: Dues increase: decided keep as is. Insurance cost for the next year is still unknown. Janitorial category in the proposed budget to be corrected. Katie motions to approve budget, with the current dues amount. Charles, Antonio, Sara, Katie – Yes.
  - b. Insurance: Still waiting on new policy cost.
  - c. Insurance claim: Waiting to hear if any further action needed.
  - d. Pest Control: Company checked the roof vents and confirmed that they are closed/covered, they checked the bait traps. Don't see anything on the roof so they are likely coming in through the wood trim. Current contract does not address the cockroach problem. If more cockroach issues are reported we can schedule a spray.
  - e. Lobby Trash Can: Sara to create a sign for the trash can. If it continues, we could potentially remove the lobby trash can.
  - f. Unit #210 Window: Water damage need window replacement for two windows and scaffolding needed to do the installation. Vote to approve the window replacement: Charles, Antonio, Sara, Katie – Yes.
  - g. Parking Designations: Addressed a note left on someone's car left by some unknown person. That was not from PCM or the Board. Liza has the parking list. Residents should reach out to PCM regarding any parking issues.
  - h. Mold remediation: Inspection completed. Mold remediated so no further action needed.
8. Next Meeting Date: Next meeting January 11<sup>th</sup>, 2024 at 7PM.

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

---

Sara Howard-Winebarger, 2023-2024 Board Secretary