

# ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://aasnhoa.com/>

## NOTICE OF REGULAR MEETING

Meeting Date: WEDNESDAY 5/15/2024 7:30 PM

Location: 3<sup>RD</sup> FLOOR RECREATION ROOM

## MEETING MINUTES

### 1. CALL TO ORDER

7:30PM

### 2. ROLL CALL

#### A. Board Members:

Arthur Filgueiras - Board President  
Carol Laurence - Board Vice President  
Anthony Moore - Board Treasurer  
Katie Hickey - Board Secretary  
Sarah Howard-Winebarger - Board Member at Large

#### B. Others:

Liza Nicolleti (PCM Management)  
Michael Royal – Unit 309  
Regina Kapron – Unit 320  
Rex Lee – Unit 111  
Chris Corral – Unit 310  
Chloe Chiang – Unit 310  
Nicki Bourgo – Unit 213  
Andrew Richardson – Unit 213  
Charles Chlipala – Unit 206  
Les Hammer – Unit 104

### 3. OPEN FORUM

During open forum, attendees may be limited to two minutes in order to ensure that others will have an opportunity to speak. Board members or Property Manager may briefly respond to statements made or questions posed, but no action can be taken on items that are not on the agenda unless deemed an emergency. No audio or video recording allowed by attendees.

- Open forum was held

#### 4. APPROVAL OF MINUTES

Review and approval of the minutes of the April 15, 2024

- Carol motions to approve when treasurers report is attached. Arthur second. All yes.

#### 5. ANNOUNCEMENTS AND REPORTS

##### A. Treasurer's Report: HOA Dues Billing and HOA Bank Accounts

- To be attached to end of minutes

##### B. Completed Projects/Manager's Report

- 107 stucco and deck
- bid for replacing common area locks
- termite treatment 115
- martin scheduling walkway repairs and gave deposit for 3rd floor
- started fire/evacuation maps
- schedule fire ext maintenance scheduled
- south gate repairs
  - shaking - needs additional welding
- went to bank to verify that accounts are FDIC insured over \$250k; ok since multiple signees on account no further action necessary

##### C. Vice president report

- PCM does not make the rules, HOA does
- Do not advertise a parking spot # with rent or sell
  - Several board members disagree with this statement
- Do not leave lights on in laundry rooms
- Attended seminar about reserves

##### D. Architectural Report/Minutes

- Met on May 2, Inka to provide minutes
- discussed colors for sealant for walkways
  - PCM top 2 tiers of colors same price, can't use bottom set because it's glossy and slippery
  - cannot get samples, only a gallon
- replace unit numbers to be more contemporary but waiting on new fire evacuation maps to match style first
  - vertical style may be an issue on stucco wall units

##### E. Insurance Committee Report

- December 2018 Farmers Insurance did survey and listed 11 loss prevention recommendations. AANHOA complied with most
- Board member noted that re-hashing 6 year old issues is not helpful and we should be focusing on future insurance not old
- No work was done 2019 and 2020
- 2023 Nationwide did not renew building or individual policies - given notice August 2023 and policy expired December 2023
- Agent did not provide any new policy information until 2 days before renewal
- Board did not do anything wrong but did have to sign under duress and there should be something in the insurance code or law that prevents this
- Insurance went from \$25k to \$200k with financing, with non-normal companies that are high risk
- Request agent meet and defend premium, get prorated rate since we did most of the 2018 report repairs

- PCM - there is nothing we can do about agent, board member we need to move on
- Focus on what to do -we are 6 months into insurance year
  - roof
  - pipes
  - redo CC&Rs
  - plan for next year because we probably won't be able to do much for right now and it should be similar in cost

F. Welcome Committee Report

- new people in 109 and 310

## 6. UNFINISHED BUSINESS

A. Request/Recruit/Educate members to address insurance issues.

- Sara is interested and again requests to be included, requests that invites to seminars come with ample time to register prior to start date and time

B. Status to Amend/restate CC&Rs to reduce coverage ("bare walls vs. walls-in, plus upgrades")

- Bid from lawyer to redo vs amend
- with redo meeting with lawyer with CC&R committee
  - will need 75% yes vote though
- PCM is not sure if just an amendment would need 75% vote
- Arthur motions to approve re-doing. Carol second. All yes.
- Create committee to work with later

C. Continue to address issues insurance companies have brought up

- Discussed previously

D. Water Intrusion in 2 units

- 107 working on inside
- 103, needs to replace wood trim, will wait until June since May has already had many expenses and there shouldn't be any more significant rain

E. Town Hall date

- June 8th set
- Arthur to make flier
- Carol has sign up list for potluck

F. Re-pipe 09 stack

- Re-piping because galv pipes are old and full of rust, no water pressure
- PPS 7500
- Martin 7500 with stucco
- Arthur motions to approve martin bid, carol second, all yes

G. Shingles

- voted last time

H. 0106 access for 206 brown water

- getting more votes

I. Peeling popcorn ceiling

- PCM still to get bids

## 7. MAINTENANCE

A. Hydro jet 21 stack and restart preventative hydro jetting to prevent major back ups

- Liza still waiting on bids

B. Trash chute

- schedules

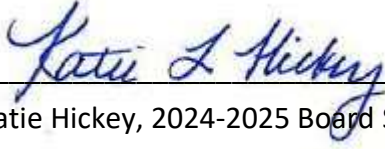
- C. Lock repair/replace
  - \$1400 to replace all
  - Arthur motions to replace, Carol second.
  - Tony asks about fob instead - easy to hack/copy
  - All vote yes
- D. start new reserve study
  - start now, be done by December
  - PCM to get started
- E. Stairway carpet cleaning
  - pets pee
  - PCM suggest to table since walkways getting started
- F. Laundry drain cleanout
  - June will get scheduled

## NEW BUSINESS

- A. Inspection of existing HOA equipment in Rec Room and reestablish inventory of HOA property
  - Have technician come out and service or remove
  - Units are not allowed to leave equipment in the recreation rooms
  - Attorney said equipment cannot be donated - it isn't donated it cannot be used by anyone else, personal items cannot be left in common rooms
  - Owner claims CC&Rs allow for this
  - If equipment can't be left, donated because of liability then we shouldn't have anything in there at all
  - Arthur motions to discuss with attorney, Carol second. Tony yes. Katie no. Sara yes.
- B. Appoint liaison to work with attorney
  - Katie and Carol volunteer
- C. Replace pipe from parkway to building per PDWP due to age and possible failure
  - Years ago did some maintenance and told us pipe was bad
  - table for now
- D. Release form
  - only for owners that refused
  - PCM to speak with attorney
- E. Fire prevention
  - windows should be replaced, not up to code
  - PCM to bring consultant to talk about window egress
- F. Ridwell bin
  - table so research can be done
- G. Parking wait list
  - 215 moved out, extra spot goes to next unit on list unit 103
  - swap that tandem spot with 103
  - On waiting list still: 214 then 109
- H. Speaker on fair housing ADA
  - Carol recommends to bring in a speaker
  - Board member recommend just send out a pamphlet
- I. Proposal from attorney
  - discussed above
  - Katie motions to create CC&Rs committee. Carol no, but it's a part of the fee
  - All yes in the end
    - to put together later when we start

NEXT MEETING DATE

Wednesday June 12, 2024 7:30PM

A handwritten signature in blue ink that reads "Katie L. Hickey". The signature is written in a cursive style with a horizontal line underneath it.

Katie Hickey, 2024-2025 Board Secretary

## **Treasurer's Report: May 2024**

Total Assets are \$450,300.45. But not ALL cash on hand as yet. That includes \$94,053.87 in accounts receivable that is from the insurance related special assessment .

**Checking Account: \$112,012.79**  
**General Reserve: \$286,050.17**  
**Special Assessment: \$4,414.90**  
**Accounts Receivable: \$94,053.87**

**Current liabilities: \$4173.60**

**Income** in March \$33,502 was regular HOA fees (\$9500 to reserves). The rest move in fee (\$500) and interest (\$2.09).

**Total Operating Cost** over March: \$5395.95.93.

Most expense from that was water - \$1301.89, electric \$2250.56. Gas was zero due to credit.

**Total Fixed Operating Costs** \$4607.86

**Repair & Maintenance Costs** - \$15,451.05 (largely coming from a large general repair 107 - \$14,215.05 -f and also drain stoppage \$750.00, driveway gate maintenance \$486.00)

**Insurance Cost** - \$16,234.54

**Reserve Repairs** - \$0.

**TOTAL EXPENSES:** \$41,689.40

**BUDGET OVERAGE:** -\$8187.00 (largely due insurance being higher than budgeted amount)

4 units are still making payments on the \$1000 special assessment and one unit defaulted on payment plan, and will receive a collections letter.

Insurance special assessment - 28 units have paid in full, remainder in accounts receivable. 10 units have made no payments. Remainder making payments.



# Architecture Committee Meeting Minutes May 2, 2024

In attendance: Inka Bujalska, Arthur Filgueiras, Nicki Bourgo,  
Katie Hickey

## AGENDA

### 1. Color for walkways

4 sealant colors were selected and samples requested  
(steps into individual units-deferred)

middle row or  
bottom → ✓

### 2. Unit number update

Deferred until EXIT signs are installed so style can be similar

4-6 weeks ▶

### 3. Uniform Flashing (at base of balconies)

New flashing should match new balconies

### 4. Unit entry doors

approved color was sent earlier in the year and should be included in packets for new owners. When updated, CC&R's should include update with this information.

### 5. Painting stairwells/stairwell windows

deferred- possibility of window sills being re-plastered and painted