

**ALLEN AVENUE SQUARE NORTH HOMEOWNERS
ASSOCIATION**

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://aasnhoa.com/>

Meeting Date: Tuesday 6/18/2024 7:30 PM

Location: 3RD FLOOR RECREATION ROOM

MEETING MINUTES

1. CALL TO ORDER

7:31PM

2. ROLL CALL

A. Board Members:

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

B. Others:

Liza Nicoletti (PCM Management)
Chris Kapron - Unit 320
Chris Corral - Unit 310
Phoebe Chiang - Unit 310
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 May 15, 2024 board meeting. Arthur motion, Sara second. All yes.

5. ANNOUNCEMENTS AND REPORTS

- A. Treasurer's Report: HOA Dues Billing and HOA Bank Accounts
 - See attached report from Treasurer
- B. Completed Projects/Manager's Report
 - Roof work completed
 - 110 drywall and leak repairs
 - Laundry room line hydrojetting done
 - Trash chute cleaning
 - Extinguishers serviced
 - 107 mold remediation
 - Fire maps waiting on board review
 - Estimate for Real Estate sign
 - Balcony 207 started
 - Backflow testing
- C. Architectural Report/Minutes
 - none

6. UNFINISHED BUSINESS

- A. Fire co. to make suggestions for stairwell windows to make code
 - PCM still working on
- B. Status to Amend/restate CC&Rs to reduce coverage ("bare walls vs. walls-in, plus upgrades") and update on poll
 - No update on poll
 - No update from attorney
- B. Continue to address issues insurance companies have brought up.
 - Ongoing
- C. Water intrusion 2 units
 - 107 being repaired, need to determine if flooring is covered by HOA or owner put in claim with their insurance. Have them contact their insurance first.
 - 111 PPS went and didn't find anything, could be from sink overflow in 110. Their insurance is covering.
- D. Exit maps per code
 - First draft done, comments to be sent to PCM
- E. Repair shingle of roof/certificate for insurance purposes/warranty
 - Roof repair done and contractor to provide certificate
- F. Re pipe 09 stack
 - Avina to do second week of July
- G. Peeling popcorn ceiling 3rd fl./table
 - Prestige Environmental – to remove would need to close off those areas for 8 hours during work. Or just respray and not remove.
 - Arthur motion to get quotes and move forward. Sara second. All yes.
- H. Status on 06 stack
 - No updates
- I. Status of CC&R poll /follow up on door to door
 - No update, discussed above

- J. Follow up with Sara on hand out for welcome visits to new residents.
 - Send out tonight
- K. Walk through
 - Schedule separately via email
- L. Emergency follow up
 - 21 stack backed up, laundry was done already this will be next
- M. Civility pledge
 - Not discussed

7. MAINTENANCE

- A. Hydro jet 21 stack and restart preventative hydro jetting to prevent major back ups
 - To be scheduled
- B. Repair balconies with 1= terrible condition 5/5 and 3 less than 1 month of life in several areas at the rate of one a quarter
 - 207, 208, 222, 322, 314 next in order
- C. Replace pipe from parkway to our building
 - Table
- D. Start on reserve study due this year/add camera system/ Swiftlane
 - Scheduling to come out
- E. Elevator lock and other locks/motion to replace Medco locks per bid
 - Waiting
- F. Trash chute cleaning
 - Done today
- G. Laundry drain clean out
 - Done in last week
- H. Inspection of existing equipment in rec room 1 and inventory
 - Sara and PCM to do
- I. Paper drawn up by our attorney pertaining to unit that refused balcony inspection and have it recorded at county recorder so any repairs to balcony will be responsibility of owner of record
 - Do with CC&Rs update
- J. Elevator inspection
 - State is delayed
- K. More damage discovered 107
 - Discussed above
- L. Balcony repair 207
 - Discussed above

8. NEW BUSINESS

- A. Parking wait list change due to owner move out
 - On waiting list still: 214 then 109
 - 114 sold and had a tandem, will swap spots with 214. 83-84 to 214 and 114 will have 54. PCM to confirm.
 - Only 109 left on list for second spot
- B. Charger application south garage
 - Aruthur motion to approve, Sara second. All yes, Tony abstains.

- C. Association iPad for Zoom meetings
 - A couple of owners at town hall asked about also including virtual component
 - Katie to volunteer to use hers that isn't used to avoid excess expense
- D. Emergency service offer to come to building to provide training
 - New ES director offered to come to give presentation
 - Do 1 hour
- E. Oil leaking car in south garage
 - Already cleaned up
- F. Real Estate Sign
 - \$1200 would theoretically eliminate all excess signs. Similar to 65 N Allen.
 - Worried that it won't stop the agents from putting out big signs
 - Lots of expenses, maybe look into a smaller U shaped frame to put lock boxes on instead of drain pipe
 - Do something just for lock boxes instead, PCM to look into
- G. Repipe 15 stack
 - When repairs done to 115, found cracked cast iron pipe and were able to replace that one
 - While units above are vacant suggest replace stack in entirety, would go through hallway
 - Arthur proposes to get a quotes, Sara seconds. All agree.
- H. Request that was denied by HOA attorney as liability and owners refuse to comply action to be taken
 - Aruthur to send questions for attorney
- I. Feces in trash can in lobby
 - Sara to put sign up
 - PCM to send reminder email
- J. Owner who parked in another owner's spot without permission
 - Offsite owner parked in handicap owners spot
 - PCM to send reminder about visitor parking rules
- K. Tenant who dumped mattress in garbage room south
 - Owner will pay for large item pickup for mattress to be picked up tomorrow

9. NEXT MEETING DATE

July 17th, 7:30pm

8:21 dismiss

Treasurer's Report: June 2024

Total Assets are \$435,902.40. But not ALL cash on hand as yet. That includes \$76,229.87 in accounts receivable that is from the insurance related special assessment .

Checking Account: \$115,438.74
General Reserve: \$286,050.17
Special Assessment: \$4,414.90
Accounts Receivable: \$76,229.87

Current liabilities: \$12,082.06

Income in March \$35,212.08 - \$33,000 was regular HOA fees (\$9500 to reserves), \$2168.08 laundry, \$44 late fee.

Total Operating Cost over March: \$5714.86

Most expense from that was water \$2965.29, electric \$1360,35. Gas was zero due to credit.

Total Fixed Operating Costs \$6115.86 - including elevator service, gardening, janitorial, trash etc.

Repair & Maintenance Costs - \$9627.13. \$8060 in general repair. \$917.13 in plumbing.

Insurance Cost - \$16,234.54

Reserve Repairs - \$15,680. \$15,000 of which was balcony/walkways, \$680 pool repair.

TOTAL EXPENSES: \$53,372.39

BUDGET OVERAGE: -\$18,160.31 (insurance + general repairs)

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 - 30 units have paid in full, 8 units have made no payments, 2 have made one payment and the remainder are on payment plans. \$76,229.87 is still to be collected (assessment and past due balances)