

Minutes of the Regular of Homeowners Association Meeting

Meeting Date: April 4, 2026

1. Call to Order

Carol called meeting to order 7:31 pm.

2. Roll Call

A. 2026-2027 Board Members present

Carol Laurence – Vice President

Tony Moore – Board Member at Large

Chris Corral – Treasurer

Elizabeth Nganga – Secretary (Zoom)

B. Others Present

Owners present (3)

3. Open Forum

Open Forum was held-

4. Approval of minutes

Carol motioned for March approval of minutes, seconded by Arthur, Board votes yay 4/4. Minutes approved.

5. Meeting Items

A. Treasurer's Report

Balances for February 2026 are as follows:

Income

HOA Fees

Operating Fee	\$39,600.	
TOTAL HOA Fees		\$39,600.00

Late Charges	\$ 52.80	
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Interest Reserve	\$0.00	
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TOTAL Income		\$39,652.80
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Expenses

Operating Cost

Administrative General	\$ 337.44
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Electric	\$1,219.01
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Gas	\$ 2,412.19	
Janitorial Extras	\$59.09	
Pool Extras	\$ 18.00	
Tree Trimming	\$ 3,925.00	
Water	\$ 3,487.02	
TOTAL Operating Cost		\$ 11,457.75

Fixed Operating Cost		
Elevator Service	\$ 437.00	
Gardening	\$ 815.00	
Janitorial Monthly	\$ 0.00	
Management	\$ 1,315.00	
Pest Control	\$ 188.00	
Pool Service	\$ 255.00	
Trash	\$ 1,432.43	
Telephone	\$ 141.24	
TOTAL Fixed Operating Cost		\$4,583.67

Repair & Maintenance Cost		
Drain Stoppage	\$780.00	
General Repair	\$ 9,780.78	
Hot Water & Vent Fans	\$ 0.00	
TOTAL Repair Cost		\$10,560.78

Insurance Cost		
Insurance Master	\$ 9,952.65	
TOTAL Insurance Cost		\$ 9,952.65

Reserve Repair/Replacement.		
Walkways	\$ 15,441.00	
Courtyard Waterproofing	\$ 20,000.00	
TOTAL Reserve Repair/Replacement		\$ 35,441.00

TOTAL Expenses \$71,995.85

BUDGET (DEFICIT) / OVERAGE (\$32,343.05)

- B. Completed Projects/Manager's 1min.
 - a. Completed Projects/Manager's report
 - i. Tax filings
 - ii. Financial Review

- iii. Fire Department Safety Upgrades(emergency lighting, door repair, lock replacement, dry wall repair)
- iv. Roof repairs
- v. Elevator inspections

6. Unfinished Business

- a. Election for CC&Rs/Governing documents – did not meet quorum, new election in late July, possible Zoom presentation by attorney regarding CC&R's, have a recording of the presentation, Carol motioned to have election opportunity drawing to boost participation \$200, seconded by Chris, approved 4/4, if we receive 65 ballots in the first two weeks.
- b. Mount exit signs - In progress
- c. Clean up stucco outside pool area motioned by Carol, seconded by Tony, approved 4/4, cost will be assigned to owner.
- d. Repeat leaks south garage over 2 tandem spaces – buckets continue to be filled, repair pending budget (costs into the thousands).
- e. Roof leak outside 323 and in 320 3x, and on the third floor between the south elevator and the trash chute – repaired
- f. stack re-pipe 09,11,15 – Tabled
- g. Individual entry carpet replacements estimates-Carol motioned, seconded Chris, all approved 4/4.
- h. Verify unit number signs are ADA compliant- Tabled.
- i. North courtyard planter repair- on Hold, work diverted to fire safety projects.
- j. front entry repair and bench return-Tabled
- k. Fire Safety Items-boiler room door replaced, replaced garbage chute doors,
- l. Doors to be installed-
- m. Drain drainouts-Tabled
- n. Cameras to be viewed when people dump large items in trash and people fined/billed-will be reviewed by the Board.

7. New business

- a. Vendor Documentation-itemized invoices with before and after pictures
- b. Acknowledge residents who help clean the front of the building- Les and Mellisa
- c. Window Unit 103 &108- motion by Carol, seconded by Tony, approved 4/4.
- d. Call to hearing for unit regarding gate open (March 16) and Improper large item disposal (March21)-discussed no action taken
- e. Yard Sale request- issue due to liability on the premises and insurance to cover the sale, will continue to explore best option.
- f. Swiftlane Access System: Obtain open bids for installation in the lobby elevator-Liza will coordinate as locksmith will need to work with elevator company as well.
- g. Replace knobs with lever handles to meet emergency egress requirements-Replaced.
- h. Inspect 2nd and 3rd floors per multiple reports tripping hazard-Liza will ask Martin to paint it.
- i. Power Wash Purchase-Tabled
- j. Garage leak repair to replace pipes near space 27-Liza will obtain official bids from plumbers.
- k. Owner contact update: Motion to obtain off-site owner mailing addresses from County Recorder

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to improve voting participation-Liza will double check with attorney if it's okay to contact them directly.

l. Increase fines to \$100-Carol motioned, seconded by Tony, approved 4/4.

m. Ask Liza to keep a running list of all the projects completed to give Loris to try and get the best rate on insurance-yes per Liza.

n. Annual hydro jet of washing machine drains-Yes as part of annual maintenance

o. Charter for a committee to encourage voting of approved CC&R's -in progress.

p. Power washing of garages and courtyards-Tabled.

q. Walk-through of walkways-Yes, any board member.

r. Fine Cars that leak and advise them they cannot park in the garage until they get the leaks fixed-emphasized for specific cars that are leaking.

8. Next Meeting

May 7th, 2026.

6. Executive Session

- a. Lawsuit insurance claim – 1min
- b. Hearing for camera
- c. Personnel issue
- d. Units moving to collections/liens

Elizabeth Nganga, 2026-2027 Board Secretary